

**Library Board of Trustees  
Meeting Agenda  
May 19, 2026 at 7 p.m.  
Hudson Area Public Library  
700 1<sup>st</sup> Street, Hudson WI 54016**

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

<https://us02web.zoom.us/j/82784729276?pwd=doEYRNXHXf15tbUUE6eLkZi9DxyJ6H.1>

Meeting ID: 827 8472 9276  
Passcode: 750369

1. Call to order, roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
2. Citizen Comments
3. Approval Organizational Meeting Agenda

**ORGANIZATIONAL MEETING ITEMS – ACTION ITEMS:**

- Election of Library Board of Trustees Officers
  1. President
  2. Vice President

*2025-2026 President: Paul Berning  
2025-2026 Vice President: Bryan Wells*

- Nomination and Approval of Library Board Committees
  1. President's appointment: Finance  
Confirmation vote by Trustees
  2. President's appointment: Policy & Personnel  
Confirmation vote by Trustees

*2025-2026 Finance Committee: Bryan Wells, Gerry Klecker, Chad Wiertzema  
2025-2026 Policy and Personnel Committee: Barb Peterson, Jim Dalluhn  
Bill Fehrenbach*

- Meeting dates and times  
Current dates and times:  
*Third Tuesday of the month  
6:45 p.m. Finance Committee  
7 p.m. Regular Board Meeting*

- Trustee Participation and Voting: Remote Open Meetings

Current: Remote/electronic participation and voting approved for Trustees for

open meetings only with the stipulation that the Trustee's camera must be turned on.

- Review and approve 2027 library hours and closures
- Conflict of Interest Form

**REGULAR MEETING:**

**4. ACTION ITEM: Approval of Consent Agenda Items**

- *Approve regular meeting agenda*
- *Disposition of minutes from the prior board meeting(s) and of any intervening special meetings*
- *Acceptance of expenditure report*
- *Approve Finance Committee's recommendation to pay bills*

**5. Presentations:**

- *Friends of the Library*
- *Library Foundation*

**6. Updates and reports**

- *President's updates*
- *City of Hudson updates*
- *Hudson School District updates*

**7. Committee updates**

- *Policy and Personnel*
- *Finance*

**8. Director's Report**

- *Presentation of monthly report and statistics*
- *Director's report & updates*

**9. DISCUSSION: ACT 150 and 420 funding letters**

**10. DISCUSSION: April staff development day**

**11. DISCUSSION: Board Development**

**12. DISCUSSION: May 30 retreat topics**

**13. Future agenda items**

**14. Adjourn**

Next meeting: June 16, 2026

*Board of Trustees Members: Paul Berning, Jim Dalluhn, Rich O'Connor, Barbara Peterson, Bryan Wells, Bill Fehrenbach, Gerry Klecker, Chad Wiertzema, Sammi Dittloff.*

NOTE: Some Agenda items may be taken up earlier in the meeting, or in a different order than listed. 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 ext. 305.



**Library Board of Trustees Meeting Minutes  
April 21, 2026 at 7 p.m. Hudson Area Public Library  
700 1<sup>st</sup> St, Hudson WI 54016**

1. **Call to order at 7:05 p.m. by Bryan Wells. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.**

Board members present: Jim Dalluhn (Zoom), Gerry Klecker, Bryan Wells (Zoom), Chad Wiertzema (Zoom), Barb Peterson, Bill Fehrenbach, Paul Berning,  
Board members absent: Rich O'Connor, Sammi Dittloff  
Staff: Shelley Tougas, Michelle Saifullah  
Visitors: none

2. **Citizen Comments – none**

3. **ACTION ITEM: Approval of Consent Agenda Items**

- a. *Approve meeting Agenda*
- b. *Disposition of minutes from the prior board meeting(s) and of any intervening special meetings*
- c. *Acceptance of expenditure report*
- d. *Approve Finance Committee's recommendation to pay bills*

Motion by Fehrenbach to approve consent agenda items a-d  
Second by Klecker  
Discussion: none

**Vote Taken: MOTION CARRIED - 7 Ayes/0 Nays**

4. **Presentations:**

Friends of the Library: Tougas reported the Friends spring book sale is April 28 – May 2.

Library Foundation: Klecker reported Leo Daly is nearly finished with renderings. ACB has formed task forces.

5. **Updates and reports**

President's updates: none

City of Hudson updates: Tougas reported Peterson and Dittloff have been reappointed to the Library Board.

Hudson School District updates: none

**6. Committee updates**

Policy and Personnel: Peterson reported PPC has three policies on the agenda

Finance: Klecker reported the budget is on track.

**7. Director's Report**

Presentation of monthly report and statistics: Circulation and patron visits are up.

Director's report & updates: Staff attended PLA. The IMLS funding is secure. Written report is in the board packet dated 4/21/26.

**8. PRESENTATION: January-March library trends and programs**

Tougas presented YTD statistics compared to 2025.

**9. DISCUSSION AND POTENTIAL ACTION ITEM: Petty cash policy**

Motion by Fehrenbach to approve the petty cash policy as presented

Second by Peterson

Discussion: Peterson noted changes

**Vote taken: Motion carried – 8 Ayes/0 Nays**

**10. DISCUSSION AND POTENTIAL ACTION ITEM: Bulletin board policy**

Motion by Fehrenbach to approve the bulletin board policy as presented

Second by Peterson

Discussion: Board members discussed issues surrounding religious and political content and came to a consensus for the PPC to review and potentially revise at its next committee meeting.

Fehrenbach withdrew his motion; Peterson withdrew her second

**11. DISCUSSION AND POTENTIAL ACTION ITEM: Capital Campaign Gift Receipt and Acceptance Policy**

Motion by Peterson to adopt the Capital Campaign Gift Receipt and Acceptance Policy

Second by Fehrenbach

Discussion: The policy focuses only on capital campaigns and was adapted from a template provided by ACB.

**Vote taken: MOTION CARRIED – 8 Ayes/0 Nays**

**12. DISCUSSION: Summer staffing and youth services**

Tougas shared plans to use volunteers to support activity in the youth department during summer mornings.

**13. Future agenda items: Gift Receipt and Acceptance Policy, Bulletin Board Policy and Safety and Security Policy**

**16. Adjourn**

Motion to adjourn at 8:01 pm by Klecker

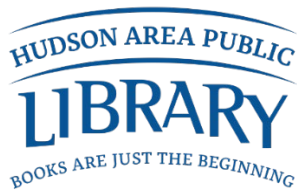
Second by Peterson

**Vote taken: MOTION CARRIED – 8 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					
<b>Personnel</b>						
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%
<b>Personnel Total:</b>		\$ 1,217,123	\$ 92,648	\$ 423,473	\$ 793,650	35%
<b>Contractual Services</b>						
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%
<b>Contractual Services Total:</b>		\$ 223,300	\$ 4,384	\$ 76,805	\$ 146,495	34%
<b>Supplies &amp; Expenses</b>						
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%
<b>Supplies &amp; Expenses Total:</b>		\$ 30,250	\$ 1,846	\$ 11,004	\$ 19,246	36%
<b>Collection</b>						
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%
<b>Collection Total:</b>		\$ 84,259	\$ 1,974	\$ 29,385	\$ 54,874	35%
<b>Fixed Charges</b>						
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%
<b>Fixed Charges Total:</b>		\$ 98,350	\$ 7,500	\$ 33,759	\$ 64,591	34%
812	Furniture and Furnishings	\$ -	\$ -	\$ -	\$ -	
829	Other Repair and Improvements	\$ -	\$ -	\$ -	\$ -	
<b>Capital Expenses Total:</b>				\$ -		Remaining
<b>Total Expenditures</b>		\$ 1,653,282	\$ 108,352	\$ 574,426	\$ 1,078,856	65%
					<b>%of Year Complete</b>	33%



## 2027 HOLIDAYS AND CLOSURES

**Topic:** Library schedule for holidays and closures

**Recommendation:** Motion to approve the holiday and closure schedule as presented.

**Background:** The closures are based on the library's traditional approach to holidays, including when holidays fall on weekends. Sunday hours will begin the weekend after Indigenous Peoples Day and end the weekend before Mother's Day in May.

January 18, 2027—Martin Luther King Jr. Day

March 26, 2027—Good Friday

March 28, 2027—Easter Sunday

April 12, 2027 – Staff Training Day

May 31, 2027—Memorial Day

July 5, 2027—Fourth of July (Observed)

September 6, 2027—Labor Day

October 11, 2027—Staff Training Day/Indigenous Peoples Day

November 25—28, 2027—Thanksgiving / Day after Thanksgiving (11/27 & 11/28 will be unpaid closures)

December 24—26, 2027—Christmas Holidays (12/26 will be unpaid closure)

December 31, 2027 (New Years Eve)

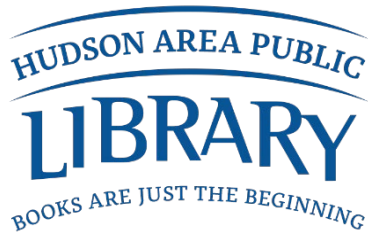
### Library Hours:

Monday-Thursday 10 a.m. – 8 p.m.

Friday 10 a.m. – 6 p.m.

Saturday 10 a.m. – 3 p.m.

Sunday 11 a.m. – 3 p.m. (from October 17, 2027 – May 7, 2028)



---

# Library Operations and Services

## Conflict of Interest

**Approved by Board of Trustees: March 18, 2025**

**Effective Date: March 19, 2025**

**Revision Date:**

---

### Purpose:

The purpose of this policy is to establish guidelines for ethical standards of conduct for the Board of Trustees and citizen committee members approved by the Board of Trustees. The policy includes the following goals: to promote public confidence in library governance, to ensure decisions and policy are made within proper channels, to prevent board service being used for personal gain, and to establish procedures applicable to the identification and resolution of conflicts of interest.

[Attachment: Individual Conflict of Interest Acknowledgement/Disclosure Form](#)

### Trustee Representation

Wisconsin law gives municipal governing boards the responsibility to appoint Trustees to the Library Board. The appointees may include one member of the municipal board. This policy recognizes a municipal board member appointed to serve as a Library Board Trustee (dual appointee) has a fiduciary responsibility to both boards. Wisconsin law gives counties the authority to appoint supervisors to the Library Board of Trustees. This policy recognizes a county supervisor(s) appointed to serve as a Library Board Trustee (dual appointee) has a fiduciary responsibility to both boards. This policy is not intended to impede, influence or restrict dual appointees' responsibilities, service, deliberations and voting in regard to conflicting positions and/or decisions between the Library Board and the appointing board.

### Definitions

Person

A person is defined as any person, corporation, partnership or joint venture.

Financial interest

Financial interest is defined as any interest which shall yield, directly or indirectly, a monetary or other material benefit to the Trustee or Trustee-approved committee member or to any person employing or retaining the services of the Trustee or Trustee-approved committee members.

Additionally, a person has a financial interest if the person has, directly or indirectly, through business, investment or family (spouse, children and step children, and other relatives living with such person):

- an ownership or investment interest in any entity with which the Library has a transaction or arrangement (including but not limited to grants); or
- a compensation arrangement with the Library or with any entity or individual with which the Library has a transaction or arrangement (including but not limited to grants);
- a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Library is negotiating a transaction or arrangement (including but not limited to grants); or
- other than a formal relationship with prospective or actual grantees relative to the design of specific projects, preparation of specific proposals and review and oversight of funded projects, and Library-related activities.

A financial interest is not necessarily a conflict of interest. A person who has a financial interest may have a conflict of interest only if the Board decides that a conflict of interest exists after the potential conflict has been disclosed.

Personal interest

A personal interest is defined as any interest arising from blood or marriage relationships or from close business or political associations, whether or not any financial interest is involved.

A personal interest is not necessarily a conflict of interest. A person who has a personal interest may have a conflict of interest only if the Board decides that a conflict of interest exists after the potential conflict has been disclosed.

An individual's fiduciary responsibility

An individual's fiduciary responsibility is defined as a person with a fiduciary responsibility towards an organization (or an individual) if he or she:

- occupies a position of special confidence towards such organization or individual;
- holds in trust property in which another person has the beneficial title of interest, or who receives and controls the income of another; or
- has a duty of loyalty or duty of care to an organization (by virtue of serving as an officer, Trustee or director of an organization or other position with similar responsibilities). A duty of loyalty requires the person to refrain from dealing with the organization on behalf of a party having an interest adverse to the organization and refrain from competing with the organization. A duty of care requires the person to discharge his or her duties in

good faith and in a manner he or she reasonably believes to be in the best interests of the organization.

A fiduciary responsibility is not necessarily a conflict of interest. A person who has a fiduciary responsibility may have a conflict of interest only if the Board decides that a conflict of interest exists after the potential conflict has been disclosed.

### Conflicts of interest

#### 1. Incompatible employment

No Trustee or member of a Trustee-approved committee shall engage in or accept private employment or render service for private interest when such employment or service is incompatible with the proper discharge of their official duties or would tend to impair their independent judgment or action in the performance of official duties, unless otherwise permitted by law and unless disclosure is made to the Board of Trustees and appointing authority.

#### 2. Disclosure of confidential information

No Trustee or member of a Trustee-approved committee shall, without proper legal authorization, disclose confidential information concerning the staff, property or affairs of the Library, nor shall they use such information to advance the financial or other private interest of themselves or others.

#### 3. Gifts and favors

No Trustee or member of a Trustee-approved committee shall accept any valuable gift or gifts, whether in the form of service, loan, thing or promise, having an aggregate value of more than \$50 within any calendar year from any person, firm or corporation who or which to his knowledge is interested, directly or indirectly, in any manner whatsoever in business dealings with the Library; nor shall any such Trustee or member of a Trustee-approved committee accept any gift or gifts, favor or thing of value having an aggregate value of more than \$50 within any calendar year that may tend to influence them in the discharge of their duties or grant in the discharge of their duties any improper favor, service or thing of value. Gifts received under unusual circumstances should be referred to the Library Board's Finance Committee within 10 days for recommended disposition.

#### 4. Contracts with appointing municipalities or Library

No Trustee or member of a Trustee-approved committee who, in their capacity as such, shall participate in the making of a contract, or entering into a contract, with the appointing municipality or Library in which they have a private pecuniary interest (direct or indirect) or performs in regard to that contract some function requiring the exercise of discretion on his part, unless within the confines of W.S.A. s. 946.13:

- The contract is awarded through a process of public notice and competitive bidding.
- The Finance Committee recommends, and the Board approves, the waiver of the requirement after determining that it is in the best interest of the Library to do so.

### Disclosure of interest in board action/decisions

Any Trustee or member of a Trustee-approved committee who has a financial interest or personal interest in any proposed action before the Library Board shall disclose on the record in a Board meeting the nature and extent of such interest. Any Trustee or member of a Trustee-approved committee who has a financial or personal interest in any proposed action of the Library Board and who participates in discussion with or gives an official opinion or recommendation to the Library Board shall disclose in the Board records the nature and extent of such interest.

### Political activity

All elected officials and those appointed to public boards and public board committees have the right to freely express their views as citizens and cast their votes, subject to the following:

1. No Trustee or member of a Trustee-approved committee shall directly or indirectly use or seek to use his/her authority or the influence of his/her position to control or modify the political action of another person.
2. No Trustee or member of a Trustee-approved committee shall, while representing the Library, except as provided by law, engage in political activities, including:
  - Campaigning for any candidate or political party.
  - Making campaign speeches or engaging in other activities to elect a candidate.
  - Collecting contributions or selling tickets to political fundraising functions.
  - Distributing campaign material in any election.
  - Organizing or managing partisan political meetings.
  - Circulating nominating petitions.
  - Displaying political badges, buttons or stickers in the Library or wearing such items while representing the Library.
3. No Trustee or member of a Trustee-approved committee shall at any time use any Library-owned or Library-leased equipment for any political activity.

### **General Responsibilities of Trustees**

Trustees or members of Trustee-approved committees shall adhere to the responsibilities and rules established by the Wisconsin Legislature and administered by the Department of Public Instruction.

Trustees or members of Trustee-approved committees shall not exceed their authority or breach the law or ask others to do so, and they shall work in full cooperation with other public officials and the Library Director unless prohibited from so doing by law or by officially recognized confidentiality of their work.

Trustees or members of Trustee-approved committees shall be treated as patrons in regard to utilizing library services.

Trustees or members of Trustee-approved committees shall not grant any special consideration, treatment or advantage to any citizen beyond that which is available to every other citizen.

Trustees or members of Trustee-approved committees shall not engage in any business or transaction or shall act in regard to financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of his official.

## **Procedures for Addressing Potential Conflict of Interest**

### Duty to disclose

In connection with any actual or possible conflicts of interest, the Trustee or member of a Trustee-approved committee must disclose the existence and nature of his or her financial or personal interest and all material facts to the Board of Trustees or committees considering the proposed transaction or arrangements.

### Determining whether a conflict of interest exists

Pursuant to state law, public boards must vote in open session. An attorney will be consulted regarding whether the discussion qualifies as an exception to the state's open meeting law. After disclosing the financial or personal interest and all material facts, and after any Board discussion of the disclosure, he or she shall leave the Board meeting while the final determination of a conflict of interest is discussed and voted upon. The Trustee or member of a Trustee-approved committee should not be counted in determining whether a quorum is present for the board or committee meeting at which the transaction or arrangement that results in the conflict of interest is to be voted upon. The remaining board members shall decide if a conflict of interest exists.

### Procedures for addressing the conflict of interest

The President or Vice President of the Library Board shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement. Committees must be appointed and approved per the Bylaws.

After exercising due diligence, the person or appointed committee shall determine whether HAPL can obtain a more advantageous transaction or arrangement with reasonable efforts from a person or entity that would not give rise to a conflict of interest.

If a more advantageous transaction or arrangement is not reasonably attainable under circumstances that would not give rise to a conflict of interest, person or appointed committee shall make a recommendation to the Board of Trustees. The Board shall determine by a majority vote of the disinterested Trustees whether the transaction or arrangement is in the Library's interest and for its own benefit and whether the transaction is fair and reasonable to the Library. The Board shall then make its decision as to whether to enter into the transaction or arrangement in conformity with such determination.

## Violations of the Conflicts of Interest Policy

If the Board of Trustees has reasonable cause to believe that a Trustee or member of a Trustee-approved committee has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the response of the Trustee or member of a Trustee-approved committee and making such further investigation as may be warranted in the circumstances, the Board determines that the member has in fact failed to disclose an actual or possible conflict of interest, it shall take appropriate action according to the Bylaws.

## Records of Proceedings

The minutes of the Board and all committees shall contain the following information to the extent allowed under the state's public meetings and open records laws:

- the names of the persons who disclosed or otherwise were found to have a financial interest or a personal interest in connection with an actual or possible conflict of interest, the nature of the financial or personal interest, any action taken to determine whether a conflict of interest was present, and the Board's decision as to whether a conflict of interest in fact existed.
- the names of the persons who were present for discussions and votes relating to the transaction or arrangement, the names of the persons who recused themselves from such discussion and votes, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection therewith.

## Annual Statements

Each Trustee, at the Board's annual meeting or as soon as possible thereafter, shall sign an acknowledgement and disclosure form that:

- affirms that such person has received and reviewed a copy of the conflict-of-interest policy and agreed to comply with its terms; and
- requires that such person disclose any Financial Interest in, Personal Interest in or Fiduciary Responsibility towards any entity that such person believes may enter into a proposed transaction with the Library in the upcoming year.

## INDIVIDUAL CONFLICT OF INTEREST ACKNOWLEDGEMENT/DISCLOSURE FORM

Hudson Area Public Library

This statement is to be completed by all Trustees and citizen members of Board-approved committees upon appointment and renewed annually or sooner if a conflict of interest arises.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Please review our HAPL Conflict of Interest Policy and complete this form. Include any situation, transaction or relationship in which you have been or may be involved that could constitute a potential conflict of interest or the appearance of one. Even if you are uncertain about whether you should report a situation, transaction or relationship, please include it.

### 1. Potential Conflicting Organizations

I am *not* a director, trustee, officer, representative of, or have a Financial Interest in the following organizations that have or may have a conflict with the interests of HAPL, except for the following:

Organization and Title or Interest:

\_\_\_\_\_

### 2. Potential Conflicting Activities / Obligations

I am *not* involved in any activity or transaction, nor am I a party to any contract involving interests that are or could be found to be adverse to HAPL's mission, except for the following:

---

3. Potential Conflicting Business Opportunities / Commitments

I have *not* committed to, nor am I pursuing, any business opportunity that does or might adversely affect HAPL, except for the following:

---

4. Potential Conflicting Fiduciary Relationship

I do *not* have a Fiduciary Relationship with any person or organization with whom HAPL is pursuing a business opportunity, except for the following:

---

5. Potential Conflicting Personal Interest

I do *not* have a personal interest with someone whom HAPL is pursuing a business opportunity, except for the following:

---

6. Other Potential Conflicts

Any other concerns I may have regarding actual or potential conflicts of interest are listed below:

---

I have received and reviewed HAPL Conflict of Interest Policy, and to the best of my knowledge, I have accurately answered the above questions.

---

Printed Name

---

Signature

---

Date

# Hudson Area Public Library Statistics Summary

Apr-26

Circulation											
Comparisons YTD			Comparisons by Month				Library Visitors YTD				
	2025	2026	2025	2026	2025	2026	2025	2026	2025	2026	
Physical Materials:	54,803	63,554	Physical CKO		10,134	9,878			32,965	37,360	
Digital Materials:	25,892	26,879	Check-ins		11,758	11,659	Monthly Visitors				
Total All Circulation:	80,695	90,433	Renewals		3,096	4,407	2025	2026			
% Physical Materials	67.91%	70.3%	Total Physical Circ		13,230	14,285	8,373	9,255			
% Digital Materials	32.1%	29.7%	Digital Circulation		6,263	6,572					
			Total Circulation		19,493	20,857					
New Patrons YTD	2026	2025	New Patrons by Month	2026	2025	2026	Cardholders	Jan. 1 2026	10,242		
2025	423	121		81	9	12	Current	10,665			
517			Technology Use YTD				Meeting Room Use				
	2025	2026		2025	2026	2025	2026	2025	2026		
Pharos	822	1,012	Monthly Room Use	253	248	Monthly Users	1393				
Wi-Fi	8,424	8,691	YTD	900	1016	YTD	3487				
Year-to Date	9,246	9,703				2026					
Programming											
YTD Programs			Monthly Comparisons								
2025	2026	Programs Held	2025	2026							
195	221	Young Child (0-5)	27	30							
		Child (6-11)	9	6							
YTD Program Attendance		YA (12-18)	5	4							
2025	2026	Adult (19+)	12	16							
5,630	8,741	Drop-in	5	13							
		Totals:	58	69							
Self Directed Activities 2026			Attendance								
MTD	YTD	Young Child (0-5)	2025	2026							
19	86	Child (6-11)	533	637							
Self Directed Attendance 2026			YA (12-18)								
MTD	YTD	Adult (19+)	24	31							
631	2,791	Drop-in	108	131							
		Totals:	232	398							
			1523	2165							

Volunteer Hours	
Monthly	195.75
Year to Date	607

Monthly Users	
YTD	6588

Hudson Area Public Library

Circulation Statistics		January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
<b>Check-outs</b>		2018	13,266	12,994	16,153	14,102	15,400	19,450	18,509	17,830	13,527	13,869	11,439	179,828
		2019	14,754	13,485	15,567	13,828	12,865	16,711	18,359	16,262	12,420	13,610	10,826	171,257
		2020	13,321	12,959	7,285	990	3,005	3,496	8,169	9,461	8,752	8,613	8,225	93,012
		2021	8,636	9,333	11,147	9,429	7,955	13,175	12,805	11,320	6,425	3,423	3,374	100,570
		2022	6,666	6,908	9,020	8,699	8,052	13,128	13,582	14,057	9,615	10,421	9,660	118,549
		2023	11,473	10,028	12,934	10,398	9,524	13,887	14,631	13,859	10,567	10,271	8,117	136,356
		2024	11,986	11,592	12,448	12,125	11,433	14,623	14,250	13,340	9,679	11,011	9,420	142,521
		2025	11,211	11,156	9,818	10,134	10,598	14,561	14,918	12,910	11,270	11,216	9,681	137,351
		<b>2026</b>	<b>12,507</b>	<b>11,099</b>	<b>13,491</b>	<b>9,878</b>								46,975
<b>Check-ins</b>		2018	12,303	12,771	15,258	14,669	14,220	17,791	18,773	18,539	14,420	14,490	13,087	178,301
		2019	13,108	13,381	15,053	14,514	13,619	13,745	18,230	17,816	13,092	13,836	12,354	171,056
		2020	12,297	12,798	6,163	232	3,567	5,104	7,995	6,777	7,931	7,422	6,380	82,478
		2021	6,064	6,930	8,246	9,436	8,539	10,618	11,893	12,201	7,124	5,405	5,279	96,599
		2022	4,913	6,637	8,532	8,441	8,527	10,608	13,493	13,034	10,594	9,873	10,430	114,464
		2023	9,634	10,019	12,031	11,008	10,680	11,037	13,948	14,976	11,538	10,824	10,841	135,939
		2024	10,293	10,814	11,570	12,872	11,176	13,099	14,573	13,792	10,548	11,008	10,730	140,778
		2025	10,288	10,445	11,463	11,758	10,701	12,490	14,467	14,001	11,423	11,624	10,313	139,216
		<b>2026</b>	<b>11,712</b>	<b>10,503</b>	<b>12,647</b>	<b>11,659</b>								46,521
<b>Renewals</b>		2018	5,371	5,333	8,729	6,698	6,807	7,936	6,803	5,884	5,275	5,090	4,693	73,208
		2019	4,850	4,521	5,202	5,155	4,378	4,506	6,292	5,414	4,557	4,896	4,637	59,074
		2020	4,192	4,058	2,404	92	84	805	3,344	3,071	3,319	3,219	3,324	31,788
		2021	4,113	4,156	4,676	4,262	3,952	4,160	4,758	4,937	1,290	535	1,229	40,091
		2022	2,405	2,658	3,760	3,475	3,558	3,571	4,362	4,184	3,466	3,758	3,575	42,098
		2023	3,504	3,331	3,944	3,725	3,458	3,532	4,422	4,377	3,697	3,791	3,826	44,561
		2024	3,509	3,377	3,791	3,574	3,698	3,671	4,463	4,031	3,140	3,564	3,441	43,599
		2025	3,325	3,285	3,778	3,096	3,105	3,690	4,415	4,432	4,148	3,920	3,394	44,097
		<b>2026</b>	<b>3,753</b>	<b>3,697</b>	<b>4,632</b>	<b>4,407</b>								16,489
<b>Total Physical Circulation</b>		2018	18,637	18,327	24,882	20,800	22,207	27,386	25,312	23,714	18,802	18,959	17,982	253,036
		2019	19,604	18,006	20,769	18,983	17,243	21,217	24,651	21,676	16,977	18,506	17,207	230,331
		2020	17,513	17,017	9,689	1,082	3,089	4,301	11,513	12,532	12,071	11,832	12,060	124,800
		2021	12,749	13,489	15,823	13,691	11,907	17,335	17,563	16,257	7,715	3,958	4,777	140,661
		2022	9,071	9,566	12,780	12,174	11,610	16,699	17,944	18,241	13,081	14,179	13,235	160,647
		2023	11,473	14,923	16,392	15,850	14,891	18,155	18,672	17,717	13,376	14,802	14,440	183,065
		2024	15,495	14,969	16,239	15,699	15,131	18,294	18,713	17,371	12,819	14,575	14,055	186,120
		2025	14,536	14,441	12,596	13,230	13,703	18,521	19,333	17,342	15,418	15,136	13,272	180,718
		<b>2026</b>	<b>16,260</b>	<b>14,796</b>	<b>18,213</b>	<b>14,285</b>								63,554
<b>2025-2026 Increase / decrease</b>			<b>1,724</b>	<b>355</b>	<b>5,617</b>	<b>1,055</b>	<b>(13,703)</b>	<b>(18,521)</b>	<b>(19,333)</b>	<b>(17,342)</b>	<b>(15,418)</b>	<b>(15,136)</b>	<b>(13,272)</b>	<b>(13,190)</b>
<b>Digital Circulation</b>		2018	3,625	3,424	3,781	3,455	3,531	3,589	3,890	3,737	3,591	3,539	3,433	43,131
		2019	4,021	3,631	3,956	3,729	3,943	3,983	4,318	4,251	3,927	4,089	3,958	47,784

	2020	4,213	3,911	4,316	4,914	5,044	5,034	5,041	4,704	4,471	4,359	4,150	4,273	54,430
	2021	4,800	4,773	5,246	4,558	4,611	4,696	4,922	5,061	4,655	4,575	4,488	4,581	56,966
	2022	5,245	4,172	5,000	4,742	4,811	4,971	5,104	4,998	4,673	4,723	4,641	4,482	57,562
	2023	5,387	4,836	5,346	5,184	5,366	5,376	5,869	5,685	5,542	6,152	6,118	6,107	66,968
	2024	6,455	6,053	6,620	6,002	6,327	6,011	5,876	5,981	5,882	5,833	5,900	6,032	72,972
	2025	6,919	6,115	6,595	6,263	6,372	6,436	6,561	6,493	6,346	6,574	6,149	6,398	77,221
	<b>2026</b>	<b>7,137</b>	<b>6,130</b>	<b>7,040</b>	<b>6,572</b>	<b>(6,372)</b>	<b>(6,436)</b>	<b>(6,561)</b>	<b>(6,493)</b>	<b>(6,346)</b>	<b>(6,574)</b>	<b>(6,149)</b>	<b>(6,398)</b>	<b>26,879</b>
														(50,342)
	<b>2025-2026 Increase / decrease</b>	<b>218</b>	<b>15</b>	<b>445</b>	<b>309</b>	<b>(6,372)</b>	<b>(6,436)</b>	<b>(6,561)</b>	<b>(6,493)</b>	<b>(6,346)</b>	<b>(6,574)</b>	<b>(6,149)</b>	<b>(6,398)</b>	<b>257,939</b>
	<b>Total Digital &amp; Physical Circulation</b>	<b>21,455</b>	<b>20,556</b>	<b>19,191</b>	<b>19,493</b>	<b>20,075</b>	<b>24,957</b>	<b>25,894</b>	<b>23,835</b>	<b>21,764</b>	<b>21,710</b>	<b>19,421</b>	<b>19,588</b>	<b>257,939</b>
	<b>% of Circulation Physical</b>	<b>75.8%</b>	<b>46.5%</b>	<b>66.6%</b>	<b>62.5%</b>	<b>57.8%</b>	<b>66.9%</b>	<b>69.3%</b>	<b>76.5%</b>	<b>60.1%</b>	<b>65.3%</b>	<b>68.1%</b>	<b>61.6%</b>	<b>62.3%</b>
	<b>% of Circulation Digital</b>	<b>33.3%</b>	<b>29.8%</b>	<b>36.7%</b>	<b>33.7%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>0.0%</b>	<b>22.3%</b>
	<b>Materials Statistics</b>													
	<b>Items Borrowed</b>	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
	<b>2026</b>	<b>3,375</b>	<b>2,889</b>	<b>3,664</b>	<b>2,572</b>									<b>12,500</b>
	<b>Items Loaned</b>													
	<b>2026</b>	<b>3,574</b>	<b>2,554</b>	<b>2,499</b>	<b>2,498</b>									<b>11,125</b>
	<b>Items Added</b>													
	<b>2026</b>	<b>633</b>	<b>705</b>	<b>747</b>	<b>503</b>									<b>2,588</b>
	<b>Technology Use</b>													
	<b>Pharos</b>	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date
	<b>2018</b>	696	765	872	826	807	838	837	882	745	850	690	560	9,368
	<b>2019</b>	659	581	754	775	740	701	710	807	615	728	605	561	8,236
	<b>2020</b>	654	609	287	-	-	-	109	115	111	109	98	99	2,191
	<b>2021</b>	108	97	130	106	114	217	215	249	126	-	-	-	1,362
	<b>2022</b>	186	227	249	252	246	221	226	295	265	256	272	225	2,920
	<b>2023</b>	283	292	421	290	200	211	219	208	223	170	182	179	2,878
	<b>2024</b>	200	190	204	220	212	206	201	218	208	225	193	170	2,447
	<b>2025</b>	207	195	198	222	231	203	225	287	196	236	218	218	2,636
	<b>2026</b>	<b>219</b>	<b>259</b>	<b>277</b>	<b>257</b>									<b>1,012</b>
	<b>Wireless</b>													
	<b>2018</b>	4,877	5,100	5,553	5,508	5,687	6,475	6,347	5,992	4,807	5,860	5,627	4,724	66,557
	<b>2019</b>	5,799	1,012	4,690	5,378	6,005	5,977	4,410	4,529	3,927	4,247	3,750	3,333	53,057
	<b>2020</b>	4,127	3,969	2,804	1,286	2,060	5,250	7,607	7,017	5,939	5,767	5,793	5,866	57,485
	<b>2021</b>	4,898	4,514	5,220	5,184	5,961	6,764	7,377	7,867	5,796	4,375	3,577	3,539	65,072
	<b>2022</b>	2,504	2,309	2,475	2,556	1,777	2,693	3,414	3,003	3,039	2,698	2,386	1,885	30,739
	<b>2023</b>	1,992	1,886	2,169	2,331	2,828	3,296	3,177	2,787	2,679	2,485	2,808	2,608	31,046
	<b>2024</b>	2,527	2,405	2,333	2,251	2,501	2,431	2,681	2,540	2,239	2,384	1,943	2,078	28,303
	<b>2025</b>	2,031	1,799	2,122	2,472	2,582	2,050	2,878	2,124	2,091	2,071	1,714	1,530	25,464
	<b>2026</b>	<b>1,806</b>	<b>1,914</b>	<b>2,629</b>	<b>2,342</b>									<b>8,691</b>
	<b>Proctoring Services</b>													
	<b>2018</b>	3	3	0	2	1	7	6	1	0	4	4	2	33
	<b>2019</b>	-	4	4	-	3	8	7	6	2	6	4	4	48

2020	-	6	-	-	2	1	-	-	-	3	1	1	1	13
2021	1	2	-	-	2	1	2	3	3	5	2	2	2	14
2022	1	0	0	0	0	0	3	3	5	2	0	0	0	11
2023	1	0	0	0	0	0	2	3	3	1	0	0	0	7
2024	0	-	-	-	-	2	1	4	4	3	4	2	2	20
2025	2	2	3	3	2	1	3	6	6	3	2	2	7	45
<b>2026</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>5</b>										<b>12</b>
<b>Patron Statistics</b>														
<b>Visitors</b>														
2018	8,678	9,559	10,858	9,757	9,958	13,025	13,214	12,023	10,750	10,525	8,843	9,765	126,955	
2019	13,007	9,265	11,314	10,123	10,576	14,388	13,254	11,994	10,765	11,757	9,241	9,016	134,700	
2020	11,254	9,832	5,983	-	-	-	2,346	2,825	2,362	2,146	2,268	2,299	41,315	
2021	2,184	2,398	2,990	2,686	3,192	5,752	5,784	5,908	2,441	-	-	-	33,335	
2022	2,949	3,661	4,549	4,639	4,761	5,677	6,264	6,551	4,983	5,299	5,393	4,716	59,442	
2023	6,169	6,231	7,445	6,690	6,756	9,108	9,123	7,944	6,880	6,855	6,754	6,103	86,058	
2024	8,364	7,931	7,898	8,829	7,152	10,843	10,604	9,962	7,291	8,505	7,782	7,028	102,189	
2025	7,943	7,675	8,974	8,373	8,276	11,041	11,181	8,926	8,542	11,815	8,606	7,562	108,914	
<b>2026</b>	<b>8,774</b>	<b>8,809</b>	<b>10,522</b>	<b>9,255</b>									<b>37,360</b>	
<b>Monthly Average 2026</b>	<b>8,774</b>	<b>8,791</b>	<b>9,368</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>9,340</b>	<b>29</b>
<b>Days Open 2026</b>	<b>29</b>	<b>28</b>	<b>30</b>	<b>27</b>										<b>29</b>
<b>Daily Average 2025</b>	<b>303</b>	<b>315</b>	<b>351</b>	<b>343</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>	<b>#DIV/0!</b>
<b>New Patrons</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>Year-to-Date</b>	<b>#DIV/0!</b>
2018	83	74	73	103	141	174	127	134	92	87	82	78	1,248	
2019	126	87	130	126	90	217	147	99	85	91	73	75	1,346	
2020	104	106	56	19	26	29	50	47	52	38	62	44	633	
2021	44	57	46	34	52	156	141	99	74	25	27	22	777	
2022	88	98	94	107	124	222	144	114	96	73	96	50	1,306	
2023	145	99	119	123	119	250	179	195	125	111	98	77	1,640	
2024	163	131	125	118	120	204	146	126	95	101	109	79	1,517	
2025	123	121	152	121	95	191	145	108	97	110	81	88	1,432	
<b>2026</b>	<b>116</b>	<b>103</b>	<b>123</b>	<b>81</b>									<b>423</b>	
<b>Curbside Services</b>														
Patron Pick-ups 2020	0	0	0	92	962	1197	501	357	376	347	311	344	4487	
Patron Pick-ups 2021	351	310	329	249	105	65	65	32	372	1071	988	991	4928	
Patron Pick-ups 2022	86	49	45	55	34	28	32	22	36	29	19	17	452	
Patron Pick-ups 2023	26	29	27	17	25	24	24	18	17	20	11	13	251	

## DIRECTOR'S REPORT

---

*Library Board of Trustees*

### **Reminder: Joint Retreat May 30, 8 a.m. to noon**

#### **Toothless**

As previously reported, Toothless has cancer. His neck tumor will occasionally bleed, and we don't want kids to see that. We've posted a sign on his enclosure:

- he is aging
- his health is failing
- he has been moved to Miss Joan's house for care

The sign is meant to prepare parents so they can prepare their kids. While it might seem excessive to plan a community for the death of reptile, we believe it's important because Toothless is not just a library ambassador/mascot, he is beloved by countless kids (adults, too). This might be some kids' first experience with death. We will provide a tasteful opportunity for kids to honor their memory of Toothless. We are weighing euthanasia vs. natural passing.

Staff is also discussing whether to get a Toothless Junior.

#### **Spring Book Sale**

The Friends of the Library sale was one of their largest ever with sales of about \$1,200. The Friends also coordinated the Human Library Project with support from the Library.

#### **Grants**

I have been busy searching databases and researching various foundations for capital grants. ACB Consultant John Duntley has assembled options as well. We've merged files and are developing a timeline and plan. Sarah Eral and I have completed a draft proposal for the Fred C. and Katherine B. Andersen Foundation. It's due at the end of June.

#### **Challenged books**

The American Library Association's Office for Intellectual Freedom issued a trendline report about book challenges/bans tracked by the ALA's office. Here are the key takeaways:

- In 2025, there were 4,235 unique titles challenged in 2025, the second highest documented in recent years.
- ALA documented 713 attempts to censor library materials and services, 487 of which involved books.
- Of the unique titles challenged in 2025, 39 percent represent lived experiences of people of color and the LGBTQIA+ community.

Here's a look at challenges in Wisconsin, according to the report:

	Attempts to restrict access	# of titles involved
<b>2016</b>	3	3
<b>2017</b>	8	16
<b>2018</b>	4	4
<b>2019</b>	5	5
<b>2020</b>	5	5
<b>2021</b>	17	26
<b>2022</b>	26	137
<b>2023</b>	27	448
<b>2024</b>	12	68
<b>2025</b>	5	20

## Program Statistics

<b>April</b>			
<b>Overview</b>			
<b>Programs</b>		<b>Participants</b>	
Total	70	Total	2283
Young Child (0-5)	30	Young Child (0-5)	647
Child (6-11)	6	Child (6-11)	968
Young Adult (12-18)	4	Young Adult (12-18)	31
Adult (19+)	17	Adult (19+)	231
General Interest (all ages)	13	General Interest (all ages)	406
Self-directed activity	19	Self-directed activity	631

<b>Year In Review</b>			
<b>Totals</b>			
<b>Programs</b>		<b>Participants</b>	
Total	222	Total	8859
Young Child (0-5)	81	Young Child (0-5)	2010
Child (6-11)	34	Child (6-11)	4017
Young Adult (12-18)	15	Young Adult (12-18)	223
Adult (19+)	61	Adult (19+)	820
General Interest (all ages)	31	General Interest (all ages)	1789
Self-directed activity	86	Self-directed activity	2791

May 5, 2026

Barron County Clerk  
335 E. Monroe Avenue, Room 2130  
Barron, WI 54812

COUNTY CLERK: Please sign below signifying receipt of this information and return one signed copy to the requesting library.

County Clerk:

Date:

---

Signature

1.	Total Circulation 2025: Annual report page 2, Section III, #1a.	181,528
2.	Library operating expenditure 2025: Annual report page 6, Section VI, #6	\$1,385,442
3.	Cost per circulation (divide #2 by #1 above):	\$7.63
4.	Rural circulation 2025: Annual report page 9, Section XI, #9a	33
5.	Cost to serve town and/or residents without a library in 2025: (Multiply #4 by #3 above)	\$251.79
6.	ACT 150/420 funds requested in 2027:	\$251.79

This form must be submitted by July 1 to:  
Barron County Clerk, 335 E. Monroe Avenue, Room 2130, Barron, WI 54812

Library Director:

Date:

---

Signature

Library Board President:

Date:

---

Signature

May 5, 2026

Dunn County Clerk  
3001 US Hwy 12 E, Suite 102B  
Menomonie, WI 54751

COUNTY CLERK: Please sign below signifying receipt of this information and return one signed copy to the requesting library.

County Clerk:

Date:

---

Signature

1.	Total Circulation 2025: Annual report page 2, Section III, #1a.	181,528
2.	Library operating expenditure 2025: Annual report page 6, Section VI, #6	\$1,385,442
3.	Cost per circulation (divide #2 by #1 above):	\$7.63
4.	Rural circulation 2025: Annual report page 9, Section XI, #9b	268
5.	Cost to serve town and/or residents without a library in 2025: (Multiply #4 by #3 above)	\$2,044.84
6.	ACT 150/420 funds requested in 2027:	\$2,044.84

This form must be submitted by July 1 to:  
Dunn County Clerk, 3001 US Hwy 12 E, Suite 102B, Menomonie, WI 54751

Library Director:

Date:

---

Signature

Library Board President:

Date:

---

Signature

May 5, 2026

Pierce County Clerk  
414 W. Main St.  
Ellsworth, WI 54011

COUNTY CLERK: Please sign below signifying receipt of this information and return one signed copy to the requesting library.

County Clerk:

Date:

---

Signature

1.	Total Circulation 2025: Annual report page 2, Section III, #1a.	181,528
2.	Library operating expenditure 2025: Annual report page 6, Section VI, #6	\$1,385,442
3.	Cost per circulation (divide #2 by #1 above):	\$7.63
4.	Rural circulation 2025: Annual report page 9, Section XI, #9c	2,257
5.	Cost to serve town and/or residents without a library in 2025: (Multiply #4 by #3 above)	\$17,220.91
6.	ACT 150/420 funds requested in 2027:	\$17,220.91

This form must be submitted by July 1 to:  
Pierce County Clerk, 414 W. Main St., Ellsworth, WI 54011

Library Director:

Date:

---

Signature

Library Board President:

Date:

---

Signature

May 5, 2026

Polk County Clerk  
 100 Polk County Plaza, Suite 110  
 Balsam Lake, WI 54810

COUNTY CLERK: Please sign below signifying receipt of this information and return one signed copy to the requesting library.

County Clerk:

Date:

---

Signature

1.	Total Circulation 2025: Annual report page 2, Section III, #1a.	181,528
2.	Library operating expenditure 2025: Annual report page 6, Section VI, #6	\$1,385,442
3.	Cost per circulation (divide #2 by #1 above):	\$7.63
4.	Rural circulation 2025: Annual report page 9, Section XI, #9d	411
5.	Cost to serve town and/or residents without a library in 2025: (Multiply #4 by #3 above)	\$3,135.93
6.	ACT 150/420 funds requested in 2027:	\$3,135.93

This form must be submitted by July 1 to:  
 Polk County Clerk, 100 Polk County Plaza, Suite 110, Balsam Lake, WI 54810

Library Director:

Date

---

Signature

Library Board President:

Date:

---

Signature

May 5, 2026

St. Croix County Clerk  
1101 Carmichael Rd, Suite 1400  
Hudson, WI 54016

COUNTY CLERK: Please sign below signifying receipt of this information and return one signed copy to the requesting library.

County Clerk:

Date:

---

Signature

1.	Total Circulation 2025: Annual report page 2, Section III, #1a.	181,528
2.	Library operating expenditure 2025: Annual report page 6, Section VI, #6	\$1,385,442
3.	Cost per circulation (divide #2 by #1 above):	\$7.63
4.	Rural circulation 2025: Annual report page 9, Section XI, #1b2	92,207
5.	Cost to serve town and/or residents without a library in 2025: (Multiply #4 by #3 above)	\$703,539.41
6.	ACT 150/420 funds requested in 2027:	\$703,539.41

This form must be submitted by July 1 to:

St. Croix County Clerk, 1101 Carmichael Rd, Suite 1400, Hudson, WI 54016

Library Director:

Date:

---

Signature

Library Board President:

Date:

---

Signature