



## Meeting Minutes

### Library Board

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Tuesday, February 10, 2026

5:00 PM

La Crosse Public Library  
Auditorium (Lower Level)

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#### Call to Order

*The Vice Chair, Kathy Ivey, called the meeting to order at 5:00 p.m.*

*PRESENT: Kathy Ivey, Jess Thill, Araysa Simpson, Aaron Engel, Mac Kiel, Erin Raymus*

*ABSENT: Rosanne Northwood, Sue Anglehart*

*STAFF: Dawn Wacek, Daniel Whitmore, Cynthia Arauz, Brooke Newberry, Amber Leibundgut-Peterson, Miranda Greeno*

#### Agenda Items:

#### 1 Approval of Minutes from Regular Board Meeting – January 13, 2026

**Motion to approve the minutes from the regular Board meeting of January 13, 2026.**

**(Aaron Engel/Araysa Simpson) Carried**

#### 2 Approval of Minutes from Committee of the Whole – February 3, 2026

**Motion to approve the minutes from the Committee of the Whole meeting of February 3, 2026.**

**(Aaron Engel/Jess Thill) Carried**

#### 3 Approval of Bills & Financial Reports – January 2026 & 13th Month

**Motion to approve the bills and financial reports from January 2026 & 13th month.**

**(Aaron Engel/Erin Raymus) Carried**

#### 4 Reports

##### *4.1 Director's Report*

##### *4.11 Vacancy Report*

*Open positions include one full-time Business Services Associate, two part-time Children & Families Assistants, one part-time Resource Management Assistant, and one part-time Frontline Assistant. Interviews are underway.*

*IT Supervisor Braedon Monroe will attend the BrainStorm conference in March. Director Wacek, Operations Manager Cynthia Arauz, Infrastructure Manager Daniel Whitmore, and Lifelong Learning Librarian Livi Hackbarth will attend the Public Library Association (PLA) conference in April.*

#### *4.12 Operations and Services Updates*

*An increase in behavioral incidents and unresponsive patrons has been observed. A second Talon officer will be on-site for one to two months. Existing policies are being reinforced.*

*Ms. Wacek attended a meeting with public library staff from other systems and noted that safety and security concerns are common across libraries. Some libraries use contracted security services, while others manage services internally. Conversations will continue among libraries across the state to share strategies, challenges, and effective practices.*

*A Board member asked clarifying questions about procedures for patron incidents. Discussion followed. Board members expressed interest in reviewing incident trends quarterly or monthly while remaining mindful of the purview of the Board. This data may help inform future decisions regarding best practices, expenditures, and security services such as Talon.*

*Director Wacek participates in a monthly Unsheltered Leadership meeting addressing issues affecting the City as a whole. These challenges extend beyond the Library's scope; the Library will continue to follow its mission and maintain clear expectations for patron behavior.*

*Ms. Wacek has consulted with the Mayor and City Legal regarding procedures if ICE officials appear at the building. Safety and de-escalation are priorities in an unpredictable situation. Staff are being provided with resources, scripts, expectations, and legal guidance.*

*A Capital Improvement Project (CIP) meeting was held. A generator and checkout kiosk are included in the City's plan and will go before City Council. Projects may be modified or denied during the approval process.*

*LPL, in collaboration with the La Crosse School District, will host children's author Angela Dominguez on Thursday, February 26, to discuss her work with the public.*

*To celebrate completion of the project funded through a grant from the Wisconsin Department of Administration's Flexible Facilities Program, the Library will host an all-day, open-house style grand opening celebration on Wednesday, March 11.*

#### *4.13 Construction Update*

*Most furniture has been assembled. A furniture punch list review is scheduled for tomorrow. Some furniture deliveries have been delayed. A soft opening is planned for Monday, February 16.*

## **5 Old Business**

### *5.1 Vacation Schedule*

**Motion to approve the adoption of the City of La Crosse vacation schedule**

effective January 1, 2026.  
(Aaron Engel/Erin Raymus) Carried

## 6 New Business

### 6.1 WRLS Contract

*The System Resource Library Contract is required by the Department of Public Instruction (DPI).*

**Motion to approve the 2026 WRLS contract.**  
(Aaron Engel/Araysa Simpson) Carried

### 6.2 Feasibility Study Contract Approval

*Director Wacek expressed comfort with the contract and the working relationship to date.*

**Motion to approve Crescendo Fundraising Professionals feasibility study contract.**  
(Aaron Engel/Erin Raymus) Carried

### 6.3 Fund Balance Expenditures Approval

#### 6.31 Electrical Panel: Up to \$60,000

*The remaining grant contingency may cover the full expense, pending final bills. However, funding must be requested and approval is not guaranteed.*

*Authorization is requested for up to \$60,000 from Fund balance to cover the cost if remaining grant contingency is not sufficient or is not approved. Approval would allow the project to move forward and proceed to City Council.*

**Motion to approve up to \$60,000 from Fund balance for electrical panel replacement if not covered by grant contingency.**  
(Jess Thill/Erin Raymus) Carried

#### 6.32 Feasibility Study: Up to \$15,000

*The feasibility study totals \$45,000, with \$30,000 funded through internal fundraising line. Up to \$15,000 was initially proposed from Fund balance to cover the remaining amount.*

**Motion to approve up to \$15,000 from Fund balance for the feasibility study.**  
(Aaron Engel/Araysa Simpson) Carried

*Discussion followed regarding the use of Special Trustees funds instead of Fund balance.*

**Motion to rescind the motion approving up to \$15,000 from Fund balance for the feasibility study.**

(Aaron Engel/Araysa Simpson) Carried

Motion to approve up to \$15,000 from Special Trustees for the feasibility study.  
(Araysa Simpson/Jess Thill) Carried

## 7 Topics for Future Meetings

- 7.1 2025 Annual Report
- 7.2 Policy Review: Volunteer and Film / Photo
- 7.3 Fund Balance Update
- 7.4 By-laws Review

## 8 Public Comment / Other

## 9 Board Tour of New Spaces

*Director Wacek gave the Board members an informal tour of the newly renovated spaces.*

**Adjournment at 5:54 p.m.**

Motion to adjourn.  
(Aaron Engel/Araysa Simpson) Carried

## LA CROSSE PUBLIC LIBRARY- FINANCIAL SUMMARY REPORT

February 2026

	Current Period	Year-to- Date	Percent of Budgeted Amount
<b><u>DISBURSEMENTS</u></b>			
City Operating Budget	\$387,625	\$669,782	12.75%
In-House Checking	\$20,502	\$40,892	
<b>Total Disbursements:</b>	<b>\$408,127</b>	<b>\$710,674</b>	
<b><u>RECEIPTS</u></b>			
Misc. Income	\$0	\$20,392	9.55%
WRLS Contract	\$0	\$0	0.00%
In-House Checking	\$23,227	\$38,198	
<b>Total Receipts:</b>	<b>\$23,228</b>	<b>\$58,591</b>	

17% of the year has elapsed


**LA CROSSE  
PUBLIC LIBRARY**

## RECEIPTS DEPOSITED THROUGH CITY HALL

February 2026

	Current Month Income	Year-to-Date Income	Budgeted Amount	% of Estimated Income for 2024
<b><u>MISC. INCOME</u></b>				
Over/Short				
Service Fees	\$0.00	\$138.49	\$0.00	
Damage to City Property	\$0.00	\$4,883.95	\$4,000.00	122.10%
Out of State Registration	\$0.00	\$1,711.78	\$2,500.00	68.47%
Misc. Fees and Fines	\$0.00	\$0.00	\$1,300.00	0.00%
County Contributions	\$0.00	\$13,464.42	\$200,668.00	6.71%
Pcard rebates	\$0.00	\$0.00	\$5,000.00	0.00%
Research Fees	\$0.00	\$193.75	\$0.00	
Restitution				
WRLSWEB				
<b>Subtotal Misc. Income</b>	\$0.00	\$20,392.39	\$213,468.00	9.55%
<b><u>INCOME FROM WRLS CONTRACT</u></b>	\$0.00	\$0.00	\$22,654.00	0.00%
<b>Total Income:</b>	\$0.00	\$20,392.39	\$236,122.00	8.64%
<b>City Allocation</b>			\$5,020,236.00	
<b>TOTAL BUDGETED INCOME:</b>			<b>\$5,233,704.00</b>	

## CITY OPERATING BUDGET REPORT

February 2026

	Budgeted Amount 2026	Current Period Expended	Year-to- Date Expended	% of Total Budget Expended	BALANCE
<b>GENERAL ADMINISTRATION</b>					
Salaries (+ \$135,000 unapplied COLA/Step)	\$3,082,891	\$235,738	\$361,149	11.71%	\$2,721,742
Cell phone reimbursement		\$170	\$182		(\$182)
Health Insurance	\$746,168	\$38,063	\$58,511	7.84%	\$687,657
Life Insurance	\$16,873	\$332	\$506	3.00%	\$16,367
Social Security/Medicare	\$244,282	\$17,354	\$26,527	10.86%	\$217,755
Wisconsin Retirement System	\$214,830	\$15,370	\$23,428	10.91%	\$191,402
Other Benefits	\$0	\$250	\$270		(\$270)
Contract Services	\$127,350	\$9,646	\$12,960	10.18%	\$114,390
Conference/Travel Expenses	\$10,000	\$2,907	\$2,907	29.07%	\$7,093
Telephone Expenses	\$23,000	\$1,428	\$2,152	9.36%	\$20,848
Electricity	\$105,169	\$5,105	\$5,105	4.85%	\$100,064
Water	\$5,038	\$0	\$0	0.00%	\$5,038
Natural Gas	\$45,089	\$5,160	\$5,160	11.44%	\$39,929
Sewer	\$5,578	\$0	\$0	0.00%	\$5,578
Storm Water	\$4,058	\$0	\$0	0.00%	\$4,058
Supplies	\$20,000	\$2,396	\$6,101	30.50%	\$13,899
Gasoline	\$1,000	\$69	\$69	6.90%	\$931
Postage	\$2,100	\$81	\$81	3.85%	\$2,019
Memberships/Subscriptions (WRLS WEB)	\$45,543	\$349	\$43,392	95.28%	\$2,151
Repair & Maintenance	\$82,985	\$16,989	\$18,120	21.84%	\$64,865
R&M Equipment Repair	\$0	\$0	\$204		(\$204)
<b>Sub Total:</b>	<b>\$4,781,954</b>	<b>\$351,407</b>	<b>\$566,824</b>	<b>11.85%</b>	<b>\$4,215,130</b>
<b>AUTOMATION</b>					
Computer Equipment/Software/Vendor	\$174,650	\$14,318	\$57,243	32.78%	\$117,407
<b>Sub Total:</b>	<b>\$174,650</b>	<b>\$14,318</b>	<b>\$57,243</b>	<b>32.78%</b>	<b>\$117,407</b>
<b>MATERIALS</b>					
Books and Publications	\$277,100	\$22,151	\$45,715	16.50%	\$231,385
<b>Sub Total:</b>	<b>\$277,100</b>	<b>\$22,151</b>	<b>\$45,715</b>	<b>16.50%</b>	<b>\$231,385</b>
<b>TOTAL BUDGET:</b>	<b>\$5,233,704</b>	<b>\$387,875</b>	<b>\$669,782</b>	<b>12.80%</b>	<b>\$4,563,922</b>
					<b>ITEM 3B</b>
<b>FUND BALANCE (formerly Carryover)</b>					
	<b>Amount</b>		<b>Expended</b>	<b>% Spent</b>	<b>Available</b>

Fund Balance into 2025	\$136,701.99				<b>Balance</b>
Architectural fees 2024 (paid in 2025)	\$3,565				
Architectural fees 2025 up to \$6600 (approved 5/13)	\$3,095				
Library Vehicle up to \$76,537 (approved 5/13)	\$46,645				
Library Truck up to \$30,045 (approved 7/8)	\$29,354				
<b>Total available after expenditures - contingency:</b>	<b>\$4,043</b>				
<b>*Final 2026 fund balance will be calculated in April 2026 per city audit</b>					

**DETAIL - CITY OPERATING BUDGET**

February 2026

**GENERAL LIBRARY ADMINISTRATION****TRAINING/CONFERENCE REG - 1004010-521005**

Registration - L. Schmitt	\$114.00 ALA webinar - Recharging in Challenging Times
Registration - L. Hackbarth	\$280.00 PLA conference
Conference hotel - B. Monroe	\$108.00 Brainstorm conference hotel - Kalahari
Registration - B. Monroe	\$420.00 Brainstorm conference registration
Registration - C. Arauz	\$275.00 Library security training

**Memberships - 1004010-532075**

Rotary	\$361.16 Rotary quarterly dues
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**Employee Benefits - 1004010-511050**

Emplify Health	\$360.00 Pre-employment health screenings - Frontline (3)
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**CONTRACTUAL SERVICES - 1004010-520110**

Engberg Anderson	\$306.60 Automobile mileage
Marco	\$1,830.96 Printer service contract
Talon Protection Agency 1/1 - 1/31	\$7,508.53 Security services

**REPAIR & MAINTENANCE - 1004010-540000**

Ace Hardware	\$90.95 Painting supplies
Amazon	\$320.68 Screws, light bulbs, trash bins,
Batteries Plus	\$70.20 Battery
Johnson Controls	\$6,700.00 Annual chiller contract
Kish & Sons Electric	\$981.54 2 gang wall power boxes installation
Menards	Paint supplies, shelves, organization containers, snowbrush,
	\$1,602.78 brackets, paint and wall hanging supplies, adhesive and spreader
Solid Waste Dept.	\$66.35 Trash load
TRANE	\$275.52 Air filters
UniFirst	\$203.69 Mats, mops, uniforms, & rags

**SUPPLIES/MISC - 1004010-532000**

Amazon	\$852.37 Paper, ruler, address labels, stool, wipes, WD40, plastic bags, picture hanging rails, name tags, office chairs, organization cart, monitor riser, coat rack,
DEMCO	\$58.33 Tape

**TELEPHONE - 1004010-521101**

Brightspeed	\$884.73 Analog phone service
Lumen	\$5.55 Long distance charges
Nextiva	\$835.67 Phone service
Spectrum	\$0.00 Phone internet service
Verizon	\$46.25 Cell phone service

**GASOLINE - 1004010-532055**

Kwik Trip	\$69.00 Gasoline
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**POSTAGE - 1004010 - 532060**

Quadient	\$80.85 Postage
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**AUTOMATION**

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**COMPUTER EQUIPMENT/SOFTWARE - 1004010-533010**

Adobe	\$244.93	Creative Cloud all apps
AERCOR	\$5,702.10	Wireless access point licensing
Amazon	\$200.46	Computer mouse, computer stand, computer fastening cables
		Reservation software renewal, self-check/mobile print
Envisionware	\$9,110.61	maintenance contract
Keeper Security	\$1,425.00	Password management software
Microsoft	\$80.50	Office 365

**IN-HOUSE CHECKING REPORT**  
February 2026

**RECEIPTS:**

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**1400 ACCOUNT**

<b><u>3400 ACCOUNT</u></b>	<b><u>3400 Purpose of Gift</u></b>
Trustpoint - Special Trustee 2025 reimbursement	\$1,100.00 Retirements, D. Wacek Open House
FOL distribution	\$21,000.00 \$1000 Staff engagement, \$2500 Creation Space, \$2500 Professional Development, \$4000 LL, \$10000 CF, \$1000 General programming (Spring 2026)
LCF Grant - Carney Haskell Impact Fund	\$400.00 Miscellaneous
	\$22,500.00

**4400 ACCOUNT**

**Total Receipts: \$22,500.00**

**DISBURSEMENTS:**

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**3400 ACCOUNT**

<b><u>3400 ACCOUNT</u></b>	<b><u>3400 Source of Funds - Item Purchased</u></b>
Cardmember Services	\$673.21 \$205.85 Children & Families (stickers, rhinestones, after school club supplies, youth outreach supplies); \$204.90 Lifelong Learning (candle votive program supplies, color and glow program supplies); \$259.10 Pantry (foam cups, toothpaste, lotion, tea, oatmeal, hot cocoa, crackers, granola bars, cookies, sugar packets); \$3.36 Miscellaneous (interest)
Cardmember Services	\$1,734.67 \$1,295.38 Creation Space (LEGO replacement parts, iPads, printing press, food coloring, Mod Podge) - \$13.59 (Provisional Press purchase tax refund); \$25.00 Washburn (WI DFI tax registration); \$160.85 General Programming (Mailchimp, Zoom, Spotify); \$239.78 Children & Families (program snacks, youth outreach supplies, puzzles, dry erase markers); \$27.25 Lifelong Learning (let freedom read stickers)
Trevipay - Walmart	\$211.57 \$62.45 CF (toothpicks, alka seltzer, wiggly eyes-BGC programs), PE \$149.12 (program snacks, feathers, foam, bags, cotton balls, cornstarch)
La Crosse Glass & Overhead Door	\$1,460.00 Archives - glass replacement
Crescendo Fundraising Professionals	\$0.00 Fundraising - feasibility study for Phase II
Jess Witkins	\$50.00 Archives - Dark La Crosse script writing
Murray Valentine	\$100.00 G. Gordon - Boggle Poetry 3/12
Bernice Olson-Pollack	\$70.00 G. Gordon - Qigong Class 3/7
The Magic of Isaiah	\$300.00 G. Gordon - MM@M The Impossible Show 3/30
Frederick Beseler	\$100.00 G. Gordon - MM@M Women Air Force Pilots of WWII 3/23
Lee Hendrix	\$150.00 G. Gordon - MM@M Mississippi River Boat Capt. 3/9
Check #20715	\$0.00 Printing error
Crescendo Fundraising Professionals	\$15,000.00 Fundraising - feasibility study for Phase II
Jamie Pedretti	\$562.50 G. Gordon - March Chair Fitness & Yoga
	\$20,411.95

**4400 ACCOUNT**

**Total Disbursements: \$20,411.95**

## IN-HOUSE CHECKING REPORT- SUMMARY

February 2026

MONTHLY ACTIVITY SUMMARY1400 ACCOUNT (COPY)

End of January Balance	\$30,604.19
Income	\$0.00
Disbursements	\$0.00
End of February Balance	\$30,604.19

3400 ACCOUNT (GIFT)

End of January Balance	\$222,186.46
Income	\$22,500.00
Disbursements	-\$20,411.95
End of February Balance	\$224,274.51

4400 ACCOUNT (CREDIT CARD)

End of January Balance	\$36,033.77
Income	\$727.64
Disbursements	-\$89.85
End of February Balance	\$36,671.56

YEAR-TO-DATE ACTIVITY SUMMARY1400 ACCOUNT (COPY)

Income	\$274.47
Disbursements	\$0.00

3400 ACCOUNT (GIFT)

Income	\$36,298.89
Disbursements	(\$31,680.00)

4400 ACCOUNT (CREDIT CARD)

Income	\$1,625.08
Disbursements	(\$9,211.62)

## GIFT FUND (RESTRICTED) AS OF 2/1/2026

February 2026

	1/1/2026 Balance	YTD Debits	YTD Credits	Current Balance
<b>Library Materials</b>				
Regional Read	\$1,196.00	\$0.00	\$0.00	\$1,196.00
<b>Subtotal:</b>	<b>\$1,196.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,196.00</b>
<b>Miscellaneous</b>				
Archives	\$35,766.67	\$4,196.37	\$0.00	\$31,570.30
Creation Space	\$3,604.57	\$1,295.38	\$2,513.59	\$4,822.78
Discretionary (Equipment/Furniture)	\$9,782.87	\$0.00	\$0.00	\$9,782.87
Friends	\$2,923.64	\$0.00	\$2,500.00	\$5,423.64
Fundraising	\$32,287.42	\$15,000.00	\$1,327.74	\$18,615.16
Donald (Sandy) Gordon Estate	\$12,489.55	\$0.00	\$3,470.91	\$15,960.46
Gertrude Salzer Gordon Estate	\$24,781.55	\$2,036.07	\$8,931.37	\$31,676.85
Medora Nelson-Ferris	\$21,275.00	\$0.00	\$0.00	\$21,275.00
Misc.	\$4,067.41	\$13.05	\$412.86	\$4,467.22
Misc. - Art Fund	\$759.16	\$0.00	\$0.00	\$759.16
Misc. - Banner Project	\$3,010.54	\$0.00	\$0.00	\$3,010.54
Misc. - Mobile Library	\$4,011.49	\$0.00	\$0.00	\$4,011.49
North Enhancements	\$35,950.00	\$0.00	\$0.00	\$35,950.00
Pantry	\$5,476.56	\$490.70	\$56.01	\$5,041.87
Programming - General	\$477.58	\$321.70	\$1,000.00	\$1,155.88
Programming - Lifelong Learning	\$1,208.94	\$633.11	\$4,000.00	\$4,575.83
Programming - Children & Families	\$4,137.64	\$2,971.67	\$10,397.98	\$11,563.95
Programming - LACF Grant - Podcast Supplies	\$909.24	\$0.00	\$0.00	\$909.24
Programming - YS Misc	\$2,442.87	\$379.34	\$0.00	\$2,063.53
Spec. Trustees - General	\$1,001.00	\$0.00	\$0.00	\$1,001.00
Spec. Trustees - Board Retreat	\$0.00	\$0.00	\$0.00	\$0.00
Spec. Trustees - Main Space Audit	-\$271.84	\$0.00	\$0.00	-\$271.84
Spec. Trustees - Retirements	-\$600.00	\$0.00	\$600.00	\$0.00
Spec. Trustees - D. Wacek Open House	-\$500.00	\$0.00	\$500.00	\$0.00
Tool Library	\$889.08	\$0.00	\$0.00	\$889.08
Washburn	\$13,446.29	\$4,536.68	\$0.00	\$8,909.61
<b>Subtotal:</b>	<b>\$219,327.23</b>	<b>\$31,874.07</b>	<b>\$35,710.46</b>	<b>\$223,163.62</b>
<b>YTD TOTALS</b>	<b>\$220,523.23</b>	<b>\$31,874.07</b>	<b>\$35,710.46</b>	<b>\$224,359.62</b>
<b>BANK BALANCE</b>				<b>\$224,274.51</b>



I. GENERAL INFORMATION					
1. Name of Library La Crosse Public Library		2. Public Library System Winding Rivers Library System			
3b. Head Librarian First Name Dawn	3c. Head Librarian Last Name Wacek	4a. Certification Grade Grade 1	4b. Certification Type Regular		5. Certification Expiration Date 08/31/2031
6a. Street Address 800 Main St.	6b. Mailing Address or PO Box 800 Main St.	7. City / Village / Town La Crosse	8a. ZIP 54601	8b. ZIP4 4122	9. County La Crosse
10. Library Phone Number 6087897100	11. Fax Number (608)789-7106	12. Library E-mail Address of Director dwacek@lacrosselibrary.org			
13. Library Website URL www.lacrosselibrary.org		14. No. of Branches 1	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 1	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 84,610	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? Yes		22. UEI Number 610452026	
HOURS OF OPERATION					
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)		
19a. Winter hours open per week	56	0	0		
19b. Number of winter weeks	52	0	0		
19c. Summer hours open per week		0	0		
19d. Number of summer weeks		0	0		
19e. Total weeks per year	52	0	0		
19f. Total hours per year for this location	2,912	0	0		

II. LIBRARY COLLECTIONS					
			a. Number Owned / Leased	b. Number Added	
1. Books in Print			70,845	7,812	
2. Physical Subscriptions			120		
3. Physical Audio Materials			6,882	325	
4. Physical Video Materials			8,578	947	
5. Other Physical Materials			8,967		
6. Total Physical Items in Collection			95,272		
		Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State	
7. E-books		Yes	Yes	No	
8. E-serials		No	Yes	No	
9. E-audio		Yes	Yes	No	
10. E-video		Yes	Yes	No	
11. Research Databases		Yes	Yes	Yes	
12. Online Learning Platforms		Yes	Yes	Yes	
III. LIBRARY SERVICES					
1. Physical Circulation Transactions			2. Interlibrary Loans		
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>	
418,953	193,131	2,037	56,978	82,570	
			Method for Counting ILL Transactions		
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>	
Integrated Library Systems (ILS)			56,361	81,099	
WISCAT			617	1,471	
Other (includes OCLC, manual tracking or other methods)			0	0	
3. Electronic Content Circulation Transactions					
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials
42,650	16,355	68,328	1,925	9,681	129,258
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions	
a. Resident	b. Nonresident	c. TOTAL	No	a. Method	b. Annual Count
20,896	6,637	27,533		Survey Week(s);	51,480
				Actual Count	237,894
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet	
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	a. Method	b. Annual Count
138	138	Actual Count	35,725	Actual Count	21,186

**LIBRARY PROGRAMS AND ATTENDANCE**

**Total In-Person and Live, Virtual Statistics by Age**

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	423	260	78	239	56
Total Attendance	9,503	10,191	1,286	6,325	4,494

**Total Program Statistics by Program Category**

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	527	528	1	0	
Total Attendance	15,036	16,761	2		
Total Program Views				0	

Describe the library's in-person programs:

Storytimes, tours, outreach events, community partnerships, book discussions, tech help, musical events, yoga, local history, scavenger hunts

Which platforms does the library use to host the library's live, virtual programs:

Zoom

Describe the library's live, virtual programs:

Zoom discussions for adults, book clubs, etc.

Which platforms does the library use to host the library's pre-recorded programs:

Youtube, Google/Apple podcasts, Spotify

Describe the library's pre-recorded programs:

Dark La Crosse stories

**IV. LIBRARY GOVERNANCE**

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	City	Email Address
<b>PRESIDENT</b>			
1. Suzanne	Anglehart	La Crosse	sjanglehart@gmail.com
2. Araysa	Simpson	La Crosse	bsbnjg@yahoo.com
3. Roseanne	Northwoods	La Crosse	northwoodr@cityoflacrosse.org
4. Erin	Raymus	La Crosse	edq161818@gmail.com
5. Aaron	Engel	Trempealeau	aengel@lacrossesd.org
6. Jessica	Thill	La Crosse	thill.jess@gmail.com
7. Kathy	Ivey	La Crosse	kathycivey@gmail.com
8. Mac	Kiel	La Crosse	kielm@cityoflacrosse.org
9. VACANT			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

No. of Library Board Members *Include vacancies in this count* 9

**V. LIBRARY OPERATING REVENUE**  
Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
City	La Crosse	\$5,153,192
<b>Subtotal 1</b>		\$5,153,192

2. County

a. Home County Appropriation for Library Services	<b>Subtotal 2a</b>	\$0
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a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Monroe	\$10,190		
Vernon	\$150,481		
Jackson	\$9,175		
Trempealeau	\$11,037		
<b>Subtotal 2b</b>			\$180,883

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
Winding Rivers Library System	\$12,756		

b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
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<b>Subtotal 3</b>			\$12,756
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4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount	
2025 LSTA Professional	\$1,795	
<b>Subtotal 4</b>		\$1,795

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
	\$0		
<b>Subtotal 5</b>			\$0

6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above. \$82,658

7. All Other Operating Income \$26,823

<b>8. Total Operating Income Add 1 through 7</b>		\$5,458,107
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9. What is the current year annual appropriation provided by governing body(ies) for the public library? \$5,020,236

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2) Yes







**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			135,377
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.		a. Those with a Library	b. Those without a Library
2. Circulation to Nonresidents Living in the Library's County		98,317	0
3. Circulation to Nonresidents Living in Another County in the Library System		7,615	23,908
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System		0	0
5. Circulation to All Other Wisconsin Residents		1,633	6. Circulation to Persons from Out of the State
			3,904
7. Are the answers to items 1 through 6 based on actual count or survey/sample?	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
Actual	No		

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County		Circulation	
a. Jackson		102	
b. Monroe		1,608	
c. Trempealeau		1,097	
d. Vernon		20,544	
e.			
Name of County		Circulation	
f.			
g.			
h.			
i.			
j.			

**XII. TECHNOLOGY (Not included in 2025 Report)**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	39	5	21
Total Self-Directed Activity Participation	7,878	927	982
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	5	25	95
Total Self-Directed Activity Participation	1,046	2,392	13,225
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
		czrostlik@lacrosselibrary.org	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Heather	Miller	hmiller@lacrosselibrary.org	

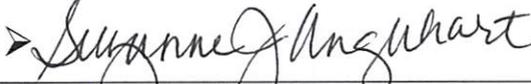
**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Suzanne Anglehart	2/23/26
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Dawn Wacek	2/23/26

**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS**

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County  
  
La Crosse

The La Crosse Public Library Board of Trustees hereby states that in 2025 the Winding Rivers Library System  
*Name of Public Library* *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
  - did not provide effective leadership and did not adequately meet the needs of the library.
- Indicate with an X one of the above statements*

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

**XV. CERTIFICATION**

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Suzanne Anglehart	

## Photo and Film Policy

While appreciating the photogenic qualities inherent in their design, libraries remain working institutions whose primary mission remains to serve the needs of their patrons. As such, this policy is intended to protect library users who may be endangered or inconvenienced by having their photo or video image taken in the library, while encouraging media and others to use cameras in a way which would help communicate the library's mission.

Privacy of library usage and records is governed by state and federal laws. As such, to provide all the library's customers with the safest and most pleasant library experience possible, those wishing to use cameras and/or recording equipment within La Crosse Public Library facilities must have verbal permission of any users who would be captured on film. Those photographing or videotaping children must have both verbal permission of the child and a written release signed in advance by each child's legal guardian. Those not following this policy may be asked to put away their equipment or leave the library.

Library access by photographers may be additionally limited either by time constraints or to specific areas depending upon such impact or effect such sessions could have upon other library users.

La Crosse Public Library staff has the right to photograph, film and record library events and customers for promotional use only in print, online and video. Visitors to the library, or anyone participating in any library event being captured on film or by photograph, will be advised verbally or through signage that their participation acts as consent to being photographed, filmed, or recorded, unless they indicate otherwise to library staff.

The above policy applies only to open, public events. Closed events such as class visits require releases and/or permissions from the supervisor of the visiting organization.

For more information, please [contact the library](#).

# Meeting Room Use Policy

## **Last Updated Date**

March 10, 2026

All La Crosse Public Library meeting rooms are available to organizations and individuals that wish to promote an open forum for knowledge, ideas, and cultural enrichment or require dedicated space for personal or professional work with minimized interruptions.

Reservation requests may be made online by going to our website at [www.lacrosselibrary.org/reserve-room](http://www.lacrosselibrary.org/reserve-room) or by speaking with a staff member during open hours.

## **Small Meeting/Multipurpose Rooms**

Small meeting/multipurpose rooms have a time limit of 120 minutes. Once the two-hour limit has been reached, visitors may check with staff in-person to see if additional time is available.

Only one advance reservation is permitted at a time. Reservations may be made from one day up to one month in advance.

Personal items may not be left unattended for any period of time. Library Staff reserves the right to remove unattended items to allow others to use multipurpose spaces. Library staff reserve the right to ask individuals or groups to vacate a reservable room if behavior exhibited violates library policies.

## **Availability**

Due to demand, reservations are not accepted MORE THAN six months in advance for large meeting spaces; reservations for small study rooms can be made no more than 30 days in advance.

Library reservable rooms are available for public use during open hours until 15 minutes prior to closing. Reservations are available on a first-come basis. Reservation start times, including those for set-up and take-down, must be during regular library business hours.

## Room Regulations

- Large capacity meeting spaces are designed for La Crosse Public Library programs and use. When not in use by the library, these spaces may be used for a rental fee by community groups and organizations.
- The library may cancel confirmed reservations to accommodate La Crosse Public Library sponsored activities. Library staff will notify meeting room users in the event of cancellation.
- The library retains the right to monitor all meetings, programs, and events conducted on the premises to ensure compliance with library regulations.
- While disruption to your event is unlikely; library staff will have free access to rooms at all times.
- The public meeting rooms are **not** available for:
  - Non-library sponsored fundraising or for-profit activities.
  - Purely social functions (e.g. receptions, birthday parties, showers, etc.)
  - Activities that by their nature are or could be disruptive to normal library operations (e.g. loud rallies or ceremonies). Noise resulting from public use of meeting rooms must fall within levels that are acceptable and consistent with normal library operations.
- Library sponsored sales are allowed on library property.
- Only library and library-sponsored events appear in the public view on the La Crosse Public Library's events calendar. The library does not promote non-library events/programs on the website or events calendar.
- Library staff will not be able to answer questions by members of the public regarding reservations for non-library events/programs taking place at the library.
- In the event of a library closure, the reservation will be canceled. A library staff member will contact the individual who made the reservation as soon as possible in the event of an unexpected closure.
- The library reserves the right to review each prospective use and determine whether that use falls within the La Crosse Public Library policies and guidelines. Use of the premises may be terminated at any time if the conduct of the group, or any member of the group, is disruptive to library service, abusive or dangerous to the building, library materials, exhibits, furnishings or individuals in the building.

- General courtesy and safety are expected. Individuals responsible for the meeting must ensure that all attendees know where the fire exits are located.
- The La Crosse Public Library facilities are smoke-free, vape- and tobacco-free, and alcoholic beverages are not permitted in any building.
- Animals are not permitted on library premises, including in meeting rooms, except for service animals as defined by the Americans with Disabilities Act (ADA), or animals that are part of a library-sponsored program.
- It is the responsibility of the user organization to comply with the provisions of ADA (Americans with Disabilities Act), including providing an interpreter, if requested.

### **Food/Beverages**

- Food and non-alcoholic beverages may be served in large meeting rooms only. If there are spills or stains to the carpet or furnishings of the room, the users may incur additional cleaning charges.
- No food is allowed in small meeting/multipurpose on the second floor of the library. Drinks are allowed in covered containers.
- The Lower-Level Auditorium has a kitchenette that may be used if it is part of the original auditorium reservation. The space includes a refrigerator and a sink. Users must provide their own tableware.
- Pre-made, box lunch, or catered food only. Outside kitchen and cooking appliances are not permitted.

### **DVD/Video Showings**

User organizations agree that they will comply with copyright laws and will secure necessary performance licenses for DVD/video showings and exempt the library for any failure to do so.

### **Equipment/Materials/Set up**

- The library provides tables, chairs, etc. for meeting spaces; however, the library cannot provide room set up. Representative(s) of the group is responsible for any room set up and for returning the space to its standard set up following use.

- The library is not responsible for equipment or material owned by an organization and used in the library. Equipment and materials owned by others may not be stored at the library.
- No organization may list the address of any of the La Crosse Public Libraries as its official address without permission from the Library Director.
- There is no charge for the use of library equipment. Audiovisual media equipment available varies by meeting room and library location. Specific audiovisual equipment requests should be indicated at the time the room is reserved. Equipment availability must be confirmed by staff.
- The library cannot provide operators for the equipment. If instruction is required for equipment operation, a representative of the group must set up an appointment with library staff in advance.
- Damages to library equipment will be assessed and charged accordingly.

### **Cancellations**

Please call at least 24 hours in advance to cancel a meeting room reservation to avoid responsibility for payment.

### **Cleaning / Vacating the Rooms**

- Users are required to clean and vacate rooms at the scheduled time. Time after closing for cleanup will not be allowed, so any use of the space must take that into account when scheduling. The same room may be used by several groups on one day and your cooperation is essential in providing clean, ready-to-use rooms for all parties.
- Users are required to clean up the meeting rooms when they have finished using the space. Including kitchens, wiping down tables, vacuuming, etc.
- Users are required to break down any tables and chairs that are used.
- Users are required to shut down and secure any equipment that was used.
- All meeting rooms must be cleaned and vacated 15 minutes before closing time. Groups that fail to properly clean the space and vacate the room as required are subjected to an additional \$100 fee.

- Non-profit organizations are subject to the same cleaning fees.

## **Fees**

- Fees are to be paid on the day of the meeting. Prepayment of meeting room charges is not accepted.
- Please direct the person responsible for making the payment to the Welcome desk. Once paid, room access can be granted.
- The following are exempt from rental fees but donations to help offset meeting room costs are graciously accepted:
  - Meetings and events which are sponsored by the library in support of its mission and goals
  - Sponsored by City of La Crosse departments
  - City of La Crosse-recognized neighborhood associations
  - Non-profit organizations (501(c)(3))
  - Agencies of the State of Wisconsin and the City and County of La Crosse
  - Courses that require tuition or registration offered by established educational institutions may use the meeting space and collect fees as necessary.
  - Individuals and small groups using small multipurpose/meeting rooms for non-commercial purposes, including studying, tutoring, quiet work, meetings that do not exceed room capacity.

## **Rooms/Costs**

La Crosse Public Library - **Lower-Level Auditorium (Auditorium B)**

Max Seating: 100

\$100/Half Day; \$200/Day

La Crosse Public Library - **Main-Level Auditorium (Auditorium A)**

Max Seating: 100

\$100/Half Day; \$200/Day

**Contacts**

If you require more information or clarification, contact [meeting@lacrosselibrary.org](mailto:meeting@lacrosselibrary.org) or 608.789.7167

*Reviewed and approved by Library Board, March 10, 2026*