NOTICE FOR MEETING OF TURTLE LAKE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting Agenda
Tuesday, September 8th, 2026
4:30 PM
Turtle Lake Public Library

Notice is hereby given that the Board of the Turtle Lake Public Library will meet for a Regular Board Meeting on Tuesday, September 8th, 2026, at 4:30 PM, in the Turtle Lake Public Library's Common Room, located at 301 Maple St. S.

Note: Any notices of accommodations to attend the meeting should be directed to the Library Director, Colby Peterson, by calling 715-986-4618, or by emailing Colby Peterson at director@turtlelakepubliclibrary.org.

The Board will consider the following items:

I. **CALL TO ORDER**
II. **ROLL CALL**
III. **STABLISH QUORUM**
IV. **REVIEW OF CONSENT AGENDA**
V. **APPROVAL OF MINUTES OF PREVIOUS MEETING**
VI. **PUBLIC COMMENT**
VII. **DIRECTOR'S REPORT**
VIII. **OLD BUSINESS**
IX. **NEW BUSINESS**
    a. 2027 Budget Proposal

IX. BUDGET REVIEW & BILL PAYMENT

X. DETERMINE NEXT BOARD MEETING DATE

XI. ADJOURNMENT

Prepared by: Colby Peterson, Library Director

The Turtle Lake Public Library and the Village of Turtle Lake are Equal Opportunity Providers and Employers. Complaints of discrimination should be sent to: USDA Director, Office of Civil Rights, Washington, DC 20250-9410

Turtle Lake Public Library Board
August 11, 2026
Meeting Minutes

Attendance: Todd B., Georgeina O., Jamie M., Shelley B., Laurie T., and Colby P.

The meeting was called to order at 4:33 pm by President Todd Beaver. Present at the meeting were board members Todd Beaver, Jamie McCready, Georgeina O'Connell, Laurie Tarman, Library Director Colby Peterson, and new school district representative, Shelley Bauer. A quorum was present.

Approval of Minutes of Previous Meeting: Jamie McCready made a motion to approve the minutes from the previous meeting, seconded by Georgeina O'Connell and passed by voice vote.

Public Comment: None

Director's Report:

I. July Events
- Partnership with Parkview Methodist Church for the Heifer International Read to Feed Program
- The Summer Reading Program numbers:
  - Entry forms by activity:
    - 22 book reviews
    - 29 BINGOs
    - 26 reading logs
    - 5 scavenger hunts
    - Total entry forms = 82
  - Event attendance
    - Approximately 338 total attendees
  - Jaime M. and Shelley B. recommend that our Summer Reading Program take place in late July to mid August to boost literacy before school begins, and to accommodate families who play sports and participate in the county fairs.
  - Shelley B. recommends that the library place ads on the Village website and through the school's media channels.
  - All members agree that afternoon programs will be more well attended than morning programs.

- National Night Out on August 4th: Ella gave out almost 500 books to people in our community!
- PaperPie Learning has donated $193 to purchase new books through their website. We earned the donation by giving 4 boxes of our used books to the Polk County fair used book sale.

II. July Updates
- Teen intern Ella Koenig will have a party on her last day, August 21st .
- We are partnering with the Coffee Barn to be able to offer $0.75 off your order at the Coffee Barn when you show your library card!

Old Business: None

New Business:

I. Discussion of 2027 Budget
   a. Colby's priorities for the 2027 budget:
      i. Increase staff wages to match the rate of library staff workers in surrounding communities (Colby will bring the numbers and evidence to the next meeting)
      ii. Increase the special programs budget line, due to 40% ($600 out of the $1,500 allocated funds) being spent on feeding our TACOS group
      iii. Increase the supplies and postage budget lines
   b. The board supports increasing the outlined budget lines provided that there is evidence to reinforce the increases.

Budget: Laurie Tarman made a motion to pay the bills, seconded by Todd Beaverand passed by voice vote.

Next Meeting: The date of the next meeting was set for Tuesday, September 8th, 2026, at 4:30 pm in the library.

Adjournment: Laurie Tarman made a motion to adjourn the meeting, seconded by Georgeina O'Connell and passed by voice vote. Meeting adjourned at 5:44 pm.

August 2026 Director's Report

- August Events
  - Regularly scheduled club activities
  - Advocacy efforts to keep the Polk County library reimbursement rate at 95%
- Updates
  - Fundraising for a Kindermusik program
  - Applied for a Kwik Trip Kares grant to purchase our next round of new computers
  - Polk County General Gov. Board Meeting results on the library reimbursement rate will be known on September 9th
  - Partnering with the school Community Education department to reach out to more families and community members
  - AI-generated items in the library
    - A difficult call – *Pebbles' Golden Stripes*: item would fit into our collection criteria – however, should they wish to submit another publication with AI-generated items, we might not add it to the collection to protect the IP of the artists that AI may have scraped and trained on. I talked to other directors about whether I should still keep the item in the collection, and they said that I documented everything the correct way. I have knowledge that she wrote the book herself but used AI to generate illustrations. I can back up my statement with our AI-generated item policy, but what happens if someone questions why I won't put their AI-generated illustrated book in our collection?
    - I worry about setting a precedent, but wanting to empower local authors
    - Even though the library does not endorse the views or products of a presenter, I will be aware of Author Talk requests from those that look like their book was generated by AI – but I need to weigh the balance between supporting local authors vs. the quality of an AI product and the precedent we set by letting these authors speak at our library
    - When patrons ask us about using AI, I recommended that staff use the following phrases to remain neutral about AI use when giving professional opinions while working in the library:
      - Do not type in or verbally give any information to AI that you would not tell a stranger.
      - Double check the answer AI gives you by using reliable resources to ensure that you have accurate information.

August 2026 Statistics

Checkouts	979
Checkins	1,095
Renewals	243
Adult: 935	
Young Adult: 187	
Children: 670	
Total Circulation	**1,792**
Items Borrowed	301
Items Lent	640
Net Difference	339
% Locally-owned Checkouts	69.25%
New Patrons	10
New Items	72
Wireless Sessions	146
Overdrive Checkout	527
Website Pageviews	400

August 2025 Statistics

Checkouts	938
Checkins	955
Renewals	207
Adult: 816	
Young Adult: 167	
Children: 651	
Total Circulation	1,589
Items Borrowed	258
Items Lent	543
Net Difference	285
% Locally-owned Checkouts	72.49%
New Patrons	18
New Items	81
Wireless Sessions	182
Overdrive Checkout	384
Website Pageviews	284

Account Number	Account Description	12/31/2024 2024 Actual	12/31/2025 2025 Actual	7/31/2026 7 months 2026 Actual	12/31/2026 2026 Budget	ercent of Prior Yrs/Budge Percent of 2026 Budget Amount	2025 vs 2026 Budget	ov/und Budget
150 LIBRARY								
Library Revenues						58%		
150-45500-000	INTEREST - LIBRARY	(2,203.16)	(2,380.73)	(1,366.40)	(1,700.00)	(991.67)	80.38%	22%
150-45501-000	LIBRARY FINES	-	-	-	-	-		
150-45502-000	SALE OF BOOKS	(6.00)	-	-	-	-		
150-45503-000	DONATIONS/MEMORIALS	(1,025.00)	(2,601.00)	(1,287.00)	(2,500.00)	(1,458.33)	51.48%	-7%
150-45504-000	COUNTY ACT PAYMENTS	(53,556.74)	(59,173.08)	(70,920.81)	(60,000.00)	(35,000.00)	118.20%	60%
150-45505-000	MAINTENANCE OF EFFORT	(78,754.00)	(91,151.00)	(93,885.53)	(93,885.53)	(54,766.56)	100.00%	42%
150-45800-000	COPIER USAGE FEES	(1,484.27)	(995.50)	(579.50)	(1,000.00)	(583.33)	57.95%	0%
150-45900-000	MISCELLANEOUS REVENUES	(318.09)	(236.22)	(179.66)	(500.00)	(291.67)	35.93%	-22%
150-49200-000	TRANSFER IN	-	-	-	-	-		
		(137,347.26)	(156,537.53)	(168,218.90)	(159,585.53)	(93,091.56)	105.41%	
Library Operating								
150-55110-001	LIBRARY - Salaries & Wages	75,220.91	84,965.56	53,626.58	86,863.00	50,670.08	61.74%	3%
150-55110-100	LIBRARY - Benefits	16,906.09	16,245.94	13,100.13	21,000.00	12,250.00	62.38%	4%
150-55110-200	ADVERTISING	446.19	257.93	256.00	400.00	233.33	64.00%	6%
150-55110-202	POSTAGE AND SHIPPING	113.56	190.71	110.55	100.00	58.33	110.55%	52%
150-55110-205	CONFERENCES/TRAINING/TRAVEL	-	26.88	-	300.53	175.31	0.00%	-58%
150-55110-210	LIBRARY PROFESSIONAL SERVICES	6,004.33	6,114.61	6,617.70	7,400.00	4,316.67	89.43%	31%
150-55110-300	REPAIRS AND MAINTENANCE	435.98	703.67	439.12	500.00	291.67	87.82%	29%
150-55110-305	JANITORIAL	1,495.14	1,400.90	1,344.57	2,000.00	1,166.67	67.23%	9%
25	SPECIAL PROGRAMS	3,300.99	1,553.74	2,123.96	2,000.00	1,166.67	106.20%	48%
150-55110-400	SUPPLIES and MISCELLANEOUS	3,118.08	2,189.38	2,169.71	2,150.00	1,254.17	100.92%	43%
150-55110-405	SUBSCRIPTIONS/CIRCULATION	179.90	580.90	-	150.00	87.50	0.00%	-58%
150-55110-475	WISCAT Courier Service	1,300.00	1,350.00	1,375.00	1,400.00	816.67	98.21%	40%
150-55110-480	CATALOGING FEES	-	-	-	-	-		
150-55110-500	MORE LICENSE/MAINT CONTRACT	4,718.00	4,896.00	5,422.00	5,422.00	3,162.83	100.00%	42%
150-55110-505	COMMUNICATIONS-Phone, Internet	1,810.89	1,987.09	923.80	1,850.00	1,079.17	49.94%	-8%
150-55110-525	COMPUTER & TECH SUPPORT	2,009.16	2,816.94	1,770.06	1,550.00	904.17	114.20%	56%
150-55110-600	UTILITIES	8,755.65	10,320.91	6,010.91	9,500.00	5,541.67	63.27%	5%
150-55110-605	LIBRARY PRINT MATERIALS	11,552.86	9,221.26	7,279.55	10,000.00	5,833.33	72.80%	14%
150-55110-606	LIBRARY MEDIA MATERIALS	9,094.14	3,304.06	5,441.09	7,000.00	4,083.33	77.73%	19%
150-55110-610	E BOOK READERS	600.00	-	-	-	-		
		147,061.87	148,126.48	108,010.73	159,585.53	93,091.56	67.68%	9%
Library- Capital								
150-55125-650	CAPITAL - Library Furniture	-	-	-	-	-		
150-55125-700	CAPITAL - Library Equipment	-	1,599.40	-	-	-		
150-55125-800	CAPITAL-ReLocation/Renovation	-	-	-	-	-		
		-	1,599.40	-	-	-		
Library Contingency & Reserves								
150-55150-500	CONTINGENCY	-	-	-	-	-		
Total Library Fund Expenditures		147,061.87	149,725.88	108,010.73	159,585.53	-	67.68%	
	Total Library Fund - Net	9,714.61	(6,811.65)	(60,208.17)	-	(93,091.56)		

Amount ov/und	Total ov/und+ - 2026 Budget	Original 2027 Budget
(374.73)	(2,074.73)	(1,700.00)
171.33	(2,328.67)	(2,500.00)
(35,920.81)	(95,920.81)	(70,000.00)
(39,118.97)	(133,004.50)	(99,712.00)
3.83	(996.17)	(1,000.00)
112.01	(387.99)	(500.00)
		-
(75,127.34)	(234,712.87)	(172,412.00)
2,956.50	89,819.50	92,514.00
850.13	21,850.13	23,598.00
22.67	422.67	1,200.00
52.22	152.22	200.00
(175.31)	125.22	250.00
2,301.03	9,701.03	6,750.00
147.45	647.45	650.00
177.90	2,177.90	2,200.00
957.29	2,957.29	3,000.00
915.54	3,065.54	3,000.00
(87.50)	62.50	50.00
558.33	1,958.33	1,400.00
		-
2,259.17	7,681.17	7,700.00
(155.37)	1,694.63	1,700.00
865.89	2,415.89	2,400.00
469.24	9,969.24	10,000.00
1,446.22	11,446.22	9,000.00
1,357.76	8,357.76	6,600.00
		-
14,919.17	174,504.70	172,212.00
		-
		-
		-
-	-	-
		-
14,919.17	174,504.70	172,212.00
(60,208.17)	(60,208.17)	(200.00)

2,826.47 Total difference
(2,816.57) 3% of last year

Employee	2026	$ option 1		$ all at base rate	Hours	Total option 1	Total at Base Rate
Colby	23.78	-		24.49	2,080.00	50,939.20	50,939.20
Renee	16.89	-		17.4	260	4,524.00	4,524.00
Colette	16.48	-		17.4	260	4,524.00	4,524.00
Heidi	16.89	-		17.4	850	14,790.00	14,790.00
Cheyenne	15.2		15.66	17.4	850	13,311	14,790.00
HLA	16.48		16.97	17.4	260	4,412.20	4,524
						92,500.40	94,091.20

*want to increase to base rate in 2028, so that all are paid the same...

VILLAGE OF TURTLE LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 8 MONTHS ENDING AUGUST 31, 2026

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	LIBRARY REVENUES					
150-45500-000	INTEREST - LIBRARY	218.95	1,585.35	1,700.00	114.65	93.3
150-45503-000	DONATIONS/MEMORIALS	.00	1,287.00	2,500.00	1,213.00	51.5
150-45504-000	COUNTY ACT PAYMENTS	.00	70,920.81	60,000.00	(10,920.81)	118.2
150-45505-000	MAINTENANCE OF EFFORT	.00	93,885.53	93,885.53	.00	100.0
150-45800-000	COPIER USAGE FEES	200.00	779.50	1,000.00	220.50	78.0
150-45900-000	MISCELLANEOUS REVENUES	47.00	226.66	500.00	273.34	45.3
	TOTAL LIBRARY REVENUES	465.95	168,684.85	159,585.53	(9,099.32)	105.7
	TOTAL FUND REVENUE	465.95	168,684.85	159,585.53	(9,099.32)	105.7
	LIBRARY OPERATING					
150-55110-001	LIBRARY - SALARIES & WAGES	8,961.34	62,587.92	86,863.00	24,275.08	72.1
150-55110-100	LIBRARY - BENEFITS	1,908.98	15,009.11	21,000.00	5,990.89	71.5
150-55110-200	ADVERTISING	157.16	413.16	400.00	(13.16)	103.3
150-55110-202	POSTAGE AND SHIPPING	18.15	128.70	100.00	(28.70)	128.7
150-55110-205	CONFERENCES/TRAINING/TRAVEL	.00	.00	300.53	300.53	.0
150-55110-210	LIBRARY PROFESSIONAL SERVICES	.00	6,617.70	7,400.00	782.30	89.4
150-55110-300	REPAIRS AND MAINTENANCE	.00	439.12	500.00	60.88	87.8
150-55110-305	JANITORIAL	262.59	1,607.16	2,000.00	392.84	80.4
150-55110-350	SPECIAL PROGRAMS	450.00	2,573.96	2,000.00	(573.96)	128.7
150-55110-400	SUPPLIES AND MISCELLANEOUS	119.39	2,289.10	2,150.00	(139.10)	106.5
150-55110-405	SUBSCRIPTIONS/CIRCULATION	.00	.00	150.00	150.00	.0
150-55110-475	WISCAT COURIER SERVICE	.00	1,375.00	1,400.00	25.00	98.2
150-55110-500	MORE LICENSE/MAINT CONTRACT	.00	5,422.00	5,422.00	.00	100.0
150-55110-505	COMMUNICATIONS-PHONE, INTERNET	154.10	1,077.90	1,850.00	772.10	58.3
150-55110-525	COMPUTER & TECH SUPPORT	.00	1,770.06	1,550.00	(220.06)	114.2
150-55110-600	UTILITIES	426.68	6,437.59	9,500.00	3,062.41	67.8
150-55110-605	LIBRARY PRINT MATERIALS	549.85	7,829.40	10,000.00	2,170.60	78.3
150-55110-606	LIBRARY MEDIA MATERIALS	352.30	5,793.39	7,000.00	1,206.61	82.8
	TOTAL LIBRARY OPERATING	13,360.54	121,371.27	159,585.53	38,214.26	76.1
	TOTAL FUND EXPENDITURES	13,360.54	121,371.27	159,585.53	38,214.26	76.1
	NET REVENUE OVER EXPENDITURES	(12,894.59)	47,313.58	.00	(47,313.58)	.0

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.
Invoice Detail.GL Account (3 Characters) = "150"

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11								
11	WE ENERGIES	6031223892	301 Maple St - Library	08/04/2026	11.28	11.28	08/20/2026	
Total 11:					11.28	11.28		
26								
26	Halco Press LLC	4379	Library-8.5" Unearth a Story	07/15/2026	53.13	53.13	08/19/2026	
Total 26:					53.13	53.13		
37								
37	VoTL Water & Sewer Department	5070.01 JULY 26	5070.01Library	07/31/2026	74.65	74.65	08/04/2026	
Total 37:					74.65	74.65		
61								
61	Republic Services Inc	0930-001570776	Monthly Dumpster Service - Librar	07/25/2026	74.94	74.94	08/04/2026	
Total 61:					74.94	74.94		
290								
290	VERIZON WIRELESS SERVICES	6150427502	Library Jetpacks x 4	08/06/2026	154.10	154.10	08/20/2026	
Total 290:					154.10	154.10		
681								
681	Midwest Tape	509277162	Library Books and Materials	08/14/2026	24.74	24.74	08/19/2026	
681	Midwest Tape	509309144	Library Books and Materials	08/21/2026	47.99	47.99	08/25/2026	
681	Midwest Tape	509309145	Library Books and Materials	08/21/2026	149.97	149.97	08/25/2026	
Total 681:					222.70	222.70		
965								
965	CENGAGE LEARNING INC	999102987657	Library Books and Materials	08/05/2026	17.60	17.60	08/19/2026	
965	CENGAGE LEARNING INC	999103066460	Library Books and Materials	08/21/2026	20.90	20.90	08/25/2026	
Total 965:					38.50	38.50		
1301								
1301	CARDMEMBER SERVICES	0488 AUG 2026	Library Steam Cleaner	08/06/2026	49.95	49.95	08/20/2026	
1301	CARDMEMBER SERVICES	5248 AUG 2026	Library-ICCPA	08/06/2026	104.03	104.03	08/20/2026	
1301	CARDMEMBER SERVICES	5248 AUG 2026	Library-USPS	08/06/2026	18.15	18.15	08/20/2026	
Total 1301:					172.13	172.13		
1506								
1506	PER MAR SECURITY & RESEAR	3913228	Monitoring Services 301 Maple - L	08/08/2026	57.79	57.79	08/11/2026	
Total 1506:					57.79	57.79		

Shelly A. Bauer

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1567								
1567	MOSAIC Technologies	32837	Lib-Phone/Internet/WiFi	08/01/2026	208.02	208.02	08/04/2026	
Total 1567:					208.02	208.02		
1747								
1747	L. E. Phillips Memorial Public Libr	20263000020172 VOTL	Replace Down With the Shipmans	08/18/2026	30.00	30.00	08/19/2026	
Total 1747:					30.00	30.00		
1780								
1780	Cintas Corporation No.2	4277901331	Library-Rugs/Supplies	08/04/2026	40.81	40.81	08/11/2026	
1780	Cintas Corporation No.2	4279417437	Village Hall Rugs/Supplies	08/18/2026	93.97	93.97	08/19/2026	
1780	Cintas Corporation No.2	4279417544	Library-Rugs/Supplies	08/18/2026	77.86	77.86	08/19/2026	
Total 1780:					212.64	212.64		
1817								
1817	Amazon Capital Services, Inc	1DKQ-J19F-4YNW	Library-Media	07/29/2028	80.81	80.81	08/11/2026	
1817	Amazon Capital Services, Inc	1THJ-KK3L-17P9	Library-Print Material	08/24/2026	229.82	229.82	08/25/2026	
1817	Amazon Capital Services, Inc	1XF9-6KJK-RK4V	Library-Media	08/01/2026	18.79	18.79	08/11/2026	
1817	Amazon Capital Services, Inc	1XVD-XDHT-XH6R	Library-Print Material	08/13/2026	281.53	281.53	08/19/2026	
1817	Amazon Capital Services, Inc	1YRQ-VX9W-1HWP	Library-Supplies	08/24/2026	119.39	119.39	08/25/2026	
Total 1817:					730.34	730.34		
1851								
1851	Jeff McMullen	JUNE 2026 VOTL	Library-Comedy Magician	08/17/2026	400.00	400.00	08/19/2026	
1851	Jeff McMullen	JUNE 2026 VOTL	Library-Comedy Magician-Mileage	08/17/2026	50.00	50.00	08/19/2026	
Total 1851:					450.00	450.00		
Grand Totals:					2,490.22	2,490.22		

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided

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* *
* APPROVED BY *
* *
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Todd J Beaver

Laurie J Tarman

Shelly A. Bauer

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.
Invoice Detail.GL Account (3 Characters) = "150"