NOTICE FOR MEETING OF TURTLE LAKE PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Board Meeting Agenda
Tuesday, October 13th, 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, October 13th, 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
September 8, 2026
Meeting Minutes

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

The meeting was called to order at 4:32 pm by President Todd Beaver. Present at the meeting were board members Shelley Bauer, Todd Beaver, Georgeina O'Connell (over phone call), Laurie Tarman, and Library Director Colby Peterson. Absent: Jamie McCready. A quorum was present.

Approval of Minutes of Previous Meeting: Todd Beaver made a motion to approve the minutes from the previous meeting, seconded by Laurie Tarman and passed by voice vote.

Public Comment: None

Director's Report:

I. August Events
   - Regularly scheduled club activities
   - Advocacy efforts to keep the Polk County library reimbursement rate at 95%

II. 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
     - I worry about setting a precedent, but I want to empower local authors
     - 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

Old Business: None

New Business:

I. 2027 Budget Proposal

a. Rearrangement of funds for the following budget lines:
    i. $1,000 decrease in Library Print materials
        1. Funds moved into Postage and Shipping, Special Programs, and Supplies and Miscellaneous
    ii. Between a $400 - $500 decrease in Library Media materials
        1. Funds moved into Postage and Shipping, Special Programs, and Supplies and Miscellaneous
        2. Due to a slowing of circulation numbers for Wonderbooks, we will decrease the number of Wonderbooks purchased in 2027. Wonderbooks took up most of the Library Media materials funds, and Colby is comfortable moving funds where they are more needed
    iii. $500 added to the Supplies and Miscellaneous budget line (from Library Media materials line) to cover book easels, office supplies, and the increasing cost of printer paper
    iv. $800 added to the Special Programs budget line (from Library Print materials) to cover TACOS lunches, occasional non-Summer Reading Program events, and decorations/favors for events
    v. $50 added to the Postage and Shipping budget line (from Library Print materials line) to account for ILLs and stamps
b. Wages
    i. Question from Colby about wages: Should the wages all end up being the same after a certain amount of time?
        1. The answer is no. Wages do not have to be the same, and they are determined by the employee's experience, skills, and time in their role. New employees might start at more than the beginning wages of someone who started years ago, due to the cost of living, inflation, etc.
        2. More experienced employees are almost on par with the state average of $18 per hour for part-time library clerks. The wages provided to part-time staff are very good for a small rural area in Wisconsin.
        3. 3% wage increases happen regularly for Village of Turtle Lake employees, and this is a great benefit of being employed here. However, just like in other occupations, employees may ask for an increase in their wages greater than the 3% yearly increase. This, along with the differences in years of being in a role, explains why

the wages do not look the same, and the Library Board reassured Colby that this is OK.

4. The Library Board recommends that Heidi receive a 4% raise in 2027 due to her time in the role and experience she brings to her role. The Board also suggests that all other employees receive a regular 3% increase in wages due to their time in their roles or hours worked.

ii. Colby will consult IFLS and the Library Board in creating a pay scale for determining wages for future new employees to eliminate confusion for starting wages.

Budget: Laurie Tarman made a motion to pay the bills, seconded by Shelley Bauer and passed by voice vote.

Next Meeting: The date of the next meeting was set for Tuesday, October 13th, 2026, at 4:30 pm in the library.

Adjournment: Laurie Tarman made a motion to adjourn the meeting, seconded by Todd Beaver and passed by voice vote. Meeting adjourned at 5:37 pm.

September 2026 Director's Report

- September Events
  - Regularly scheduled club activities
  - ADRC Dementia Presentation on September 10th
  - Virtual Author Talks through Library Speakers Consortium
  - Author Talk with Shawn Raben on September 22nd
- Updates
  - We will keep Polk County's 95% reimbursement rate for 2027
  - Partnering with the school Community Education department to reach out to more families and community members
  - Sam Lindquist has begun beginners quilting workshop taking place over three sessions on October 6th, October 13th, and October 20th from 5 pm to 6:30 pm
  - The Friends of the Turtle Lake Public Library Book Sale will take place at the Village Office on October 17th from 9 am to 3 pm, and on October 18th from 10 am to 1 pm
  - The library's annual Halloween Costume Exchange will take place on October 23rd from 4-6 pm and on October 24th from 10 am – 12 pm. Costumes can still be exchanged until closing on October 30th at 6 pm
  - The library will participate in the Scarecrow Contest! Heidi and the TACOS will be making a Dolly Parton scarecrow with the theme of her Imagination Library

September 2026 Statistics

Checkouts	1,031
Checkins	1,037
Renewals	217
Adult: 858	
Young Adult: 157	
Children: 697	
Total Circulation	1,712
Items Borrowed	382
Items Lent	613
Net Difference	231
% Locally-owned Checkouts	62.95%
New Patrons	17
New Items	68
Wireless Sessions	179
Overdrive Checkout	476
Website Pageviews	477

September 2025 Statistics

Checkouts	906
Checkins	963
Renewals	261

Adult: 921

Young Adult: 114

Children: 618

Total Circulation	1,653
Items Borrowed	333
Items Lent	639
Net Difference	306
% Locally-owned Checkouts	63.25%
New Patrons	11
New Items	108
Wireless Sessions	159
Overdrive Checkout	427
Website Pageviews	236

			12/31/2024	12/31/2025	7/31/2026	12/31/2026	ercent of Prior Yrs/Budg						
	Account Number	Account Description	2024 Actual	2025 Actual	7 months 2026 Actual	2026 Budget	Percent of 2026 Budget Amount	2025 vs 2026 Budget	ov/und Budget	Amount ov/und	Total ov/und+ - 2026 Budget	Original 2027 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%	(374.73)	(2,074.73)	(1,700.00)	
	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%	171.33	(2,328.67)	(2,500.00)	
	150-45504-000	COUNTY ACT PAYMENTS	(53,556.74)	(59,173.08)	(70,920.81)	(60,000.00)	(35,000.00)	118.20%	60%	(35,920.81)	(95,920.81)	(70,000.00)	
	150-45505-000	MAINTENANCE OF EFFORT	(78,754.00)	(91,151.00)	(93,885.53)	(93,885.53)	(54,766.56)	100.00%	42%	(39,118.97)	(133,004.50)	(96,712.00)	2,826.47 Total difference
	150-45800-000	COPIER USAGE FEES	(1,484.27)	(995.50)	(579.50)	(1,000.00)	(583.33)	57.95%	0%	3.83	(996.17)	(1,000.00)	(2,816.57) 3% of last year
	150-45900-000	MISCELLANEOUS REVENUES	(318.09)	(236.22)	(179.66)	(500.00)	(291.67)	35.93%	-22%	112.01	(387.99)	(500.00)	
	150-49200-000	TRANSFER IN	-	-	-	-	-					-	
			(137,347.26)	(156,537.53)	(168,218.90)	(159,585.53)	(93,091.56)	105.41%		(75,127.34)	(234,712.87)	(172,412.00)	
	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%	2,956.50	89,819.50	92,514.00	
	150-55110-100	LIBRARY - Benefits	16,906.09	16,245.94	13,100.13	21,000.00	12,250.00	62.38%	4%	850.13	21,850.13	23,598.00	
	150-55110-200	ADVERTISING	446.19	257.93	256.00	400.00	233.33	64.00%	6%	22.67	422.67	1,200.00	
	150-55110-202	POSTAGE AND SHIPPING	113.56	190.71	110.55	100.00	58.33	110.55%	52%	52.22	152.22	150.00	
	150-55110-205	CONFERENCES/TRAINING/TRAVEL	-	26.88	-	300.53	175.31	0.00%	-58%	(175.31)	125.22	300.00	
	150-55110-210	LIBRARY PROFESSIONAL SERVICES	6,004.33	6,114.61	6,617.70	7,400.00	4,316.67	89.43%	31%	2,301.03	9,701.03	6,750.00	
	150-55110-300	REPAIRS AND MAINTENANCE	435.98	703.67	439.12	500.00	291.67	87.82%	29%	147.45	647.45	650.00	
	150-55110-305	JANITORIAL	1,495.14	1,400.90	1,344.57	2,000.00	1,166.67	67.23%	9%	177.90	2,177.90	2,200.00	
	150-55110-350	SPECIAL PROGRAMS	3,300.99	1,553.74	2,123.96	2,000.00	1,166.67	106.20%	48%	957.29	2,957.29	3,200.00	
	150-55110-400	SUPPLIES and MISCELLANEOUS	3,118.08	2,189.38	2,169.71	2,150.00	1,254.17	100.92%	43%	915.54	3,065.54	2,900.00	
	150-55110-405	SUBSCRIPTIONS/CIRCULATION	179.90	580.90	-	150.00	87.50	0.00%	-58%	(87.50)	62.50	150.00	
	150-55110-475	WISCAT Courier Service	1,300.00	1,350.00	1,375.00	1,400.00	816.67	98.21%	40%	558.33	1,958.33	~~1,400.00~~	
	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%	2,259.17	7,681.17	7,700.00	
	150-55110-505	COMMUNICATIONS-Phone, Internet	1,810.89	1,987.09	923.80	1,850.00	1,079.17	49.94%	-8%	(155.37)	1,694.63	1,700.00	
	150-55110-525	COMPUTER & TECH SUPPORT	2,009.16	2,816.94	1,770.06	1,550.00	904.17	114.20%	56%	865.89	2,415.89	2,400.00	
	150-55110-600	UTILITIES	8,755.65	10,320.91	6,010.91	9,500.00	5,541.67	63.27%	5%	469.24	9,969.24	10,000.00	
	150-55110-605	LIBRARY PRINT MATERIALS	11,552.86	9,221.26	7,279.55	10,000.00	5,833.33	72.80%	14%	1,446.22	11,446.22	10,000.00	
	150-55110-606	LIBRARY MEDIA MATERIALS	9,094.14	3,304.06	5,441.09	7,000.00	4,083.33	77.73%	19%	1,357.76	8,357.76	7,000.00	
	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%	14,919.17	174,504.70	173,812.00	
	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%		14,919.17	174,504.70	173,812.00	
		Total Library Fund - Net	9,714.61	(6,811.65)	(60,208.17)	-	(93,091.56)			(60,208.17)	(60,208.17)	1,400.00	

VILLAGE OF TURTLE LAKE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2026

LIBRARY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	LIBRARY REVENUES					
150-45500-000	INTEREST - LIBRARY	213.00	1,798.35	1,700.00	(98.35)	105.8
150-45503-000	DONATIONS/MEMORIALS	588.00	1,875.00	2,500.00	625.00	75.0
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	62.00	841.50	1,000.00	158.50	84.2
150-45900-000	MISCELLANEOUS REVENUES	1,537.77	1,764.43	500.00	(1,264.43)	352.9
	TOTAL LIBRARY REVENUES	2,400.77	171,085.62	159,585.53	(11,500.09)	107.2
	TOTAL FUND REVENUE	2,400.77	171,085.62	159,585.53	(11,500.09)	107.2
	LIBRARY OPERATING					
150-55110-001	LIBRARY - SALARIES & WAGES	7,236.31	69,824.23	86,863.00	17,038.77	80.4
150-55110-100	LIBRARY - BENEFITS	1,773.10	16,782.21	21,000.00	4,217.79	79.9
150-55110-200	ADVERTISING	.00	413.16	400.00	(13.16)	103.3
150-55110-202	POSTAGE AND SHIPPING	13.91	142.61	100.00	(42.61)	142.6
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	160.05	1,767.21	2,000.00	232.79	88.4
150-55110-350	SPECIAL PROGRAMS	.00	2,573.96	2,000.00	(573.96)	128.7
150-55110-400	SUPPLIES AND MISCELLANEOUS	91.37	2,380.47	2,150.00	(230.47)	110.7
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	154.26	1,232.16	1,850.00	617.84	66.6
150-55110-525	COMPUTER & TECH SUPPORT	516.69	2,286.75	1,550.00	(736.75)	147.5
150-55110-600	UTILITIES	1,193.15	7,630.74	9,500.00	1,869.26	80.3
150-55110-605	LIBRARY PRINT MATERIALS	542.54	8,371.94	10,000.00	1,628.06	83.7
150-55110-606	LIBRARY MEDIA MATERIALS	232.24	6,025.63	7,000.00	974.37	86.1
	TOTAL LIBRARY OPERATING	11,913.62	133,284.89	159,585.53	26,300.64	83.5
	TOTAL FUND EXPENDITURES	11,913.62	133,284.89	159,585.53	26,300.64	83.5
	NET REVENUE OVER EXPENDITURES	(9,512.85)	37,800.73	.00	(37,800.73)	.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	6069110421	301 Maple St - Library	09/02/2026	9.57	9.57	09/14/2026	
Total 11:					9.57	9.57		
21								
21	XCEL ENERGY	990430460	301 Maple St S-Library	08/12/2026	766.59	766.59	09/14/2026	
Total 21:					766.59	766.59		
37								
37	VoTL Water & Sewer Department	5070.01 SEPT 2026	5070.01Library	09/01/2026	74.65	74.65	09/01/2026	
Total 37:					74.65	74.65		
61								
61	Republic Services Inc	0930-001580049	Monthly Dumpster Service - Librar	08/25/2026	78.27	78.27	09/01/2026	
Total 61:					78.27	78.27		
168								
168	EOJohnson Company Inc	INV2023183	Library Maintenance Contract #57	08/31/2026	158.00	158.00	09/01/2026	
168	EOJohnson Company Inc	INV2036688	Library Maintenance Contract #57	09/23/2026	358.69	358.69	09/29/2026	
Total 168:					516.69	516.69		
290								
290	VERIZON WIRELESS SERVICES	6152813136	Library Jetpacks x 4	09/06/2026	154.26	154.26	09/16/2026	
Total 290:					154.26	154.26		
681								
681	Midwest Tape	509366779	Library Books and Materials	09/04/2026	34.99	34.99	09/15/2026	
681	Midwest Tape	509435620	Library Books and Materials	09/17/2026	39.99	39.99	09/29/2026	
Total 681:					74.98	74.98		
1192								
1192	New Richmond Community Librar	20263000020172	Damaged Book	09/21/2026	20.00	20.00	09/22/2026	
Total 1192:					20.00	20.00		
1301								
1301	CARDMEMBER SERVICES	5248 SEPT 2026	Library-USPS (3)	09/04/2026	13.91	13.91	09/16/2026	
Total 1301:					13.91	13.91		
1506								
1506	PER MAR SECURITY & RESEAR	3934725	Monitoring Services 301 Maple - L	09/08/2026	57.79	57.79	09/15/2026	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1506:					57.79	57.79		
1567								
1567	MOSAIC Technologies	32837 SEPT 2026	Lib-Phone/Internet/WiFi	09/01/2026	206.28	206.28	09/01/2026	
Total 1567:					206.28	206.28		
1780								
1780	Cintas Corporation No.2	4282428949	Village Hall Rugs/Supplies	09/15/2026	102.44	102.44	09/22/2026	
1780	Cintas Corporation No.2	4282429013	Library-Rugs/Supplies	09/15/2026	57.61	57.61	09/22/2026	
Total 1780:					160.05	160.05		
1801								
1801	Bertelsmann Publishing Group, In	549590	Library Audio Book	09/17/2026	66.49	66.49	09/29/2026	
Total 1801:					66.49	66.49		
1817								
1817	Amazon Capital Services, Inc	14XX-HN9W-WQF9	Library-Print Material	08/29/2026	12.20	12.20	09/01/2026	
1817	Amazon Capital Services, Inc	16P6-WC1Q-4RWX	Library-Print Material	08/25/2026	303.65	303.65	09/01/2026	
1817	Amazon Capital Services, Inc	1PM9-YHHN-7MDM	Library-Print Material	09/28/2026	206.69	206.69	09/29/2026	
1817	Amazon Capital Services, Inc	1PVD-RF7H-YFN6	Library-Supplies	09/01/2026	17.38	17.38	09/15/2026	
1817	Amazon Capital Services, Inc	1WLD-TGFM-G17G	Library-Media	09/03/2026	90.77	90.77	09/15/2026	
1817	Amazon Capital Services, Inc	1WY3-DDCL-P1YW	Library-Supplies	09/08/2026	48.99	48.99	09/22/2026	
Total 1817:					679.68	679.68		
1854								
1854	Deer Park Public Library	15420103 SEPT 2026	Lost Book	09/04/2026	25.00	25.00	09/15/2026	
Total 1854:					25.00	25.00		
Grand Totals:					2,904.21	2,904.21		

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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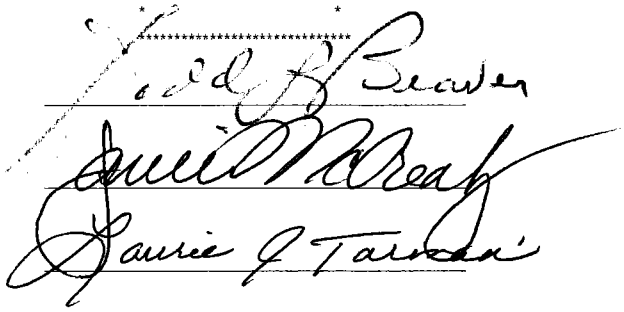

Report Criteria:
Detail report.
Invoices with totals above $0 included.
Paid and unpaid invoices included.
Invoice Detail.GL Account (3 Characters) = "150"