



MONONA
PUBLIC
LIBRARY

1000 NICHOLS ROAD ■ MONONA, WI 53716-2531
(608) 222-6127
FAX (608) 222-8590
<http://www.mononallibrary.info>
email:monona@scls.lib.wi.us

AGENDA
Monona Public Library Board
Board Room
Tuesday, June 21, 2016, 7 pm

- I. **Roll Call**
- II. **Call to Order**
- III. **Appearances**
- IV. **Approval of Minutes from May 17, 2016**
- V. **Consent Agenda**
 - A. Approval of Bill Payments, May 15 – June 16, 2016
 - B. Approval of Financial Report, May 2016
- VI. **Board Action Items**
 - A. New Business
 - i. Approve 2017 Capital Budget Request
- VII. **Library Director Report**
 - A. Administrative Report May through Mid-June
 - B. Discuss Strategic Planning
- VIII. **Announcements**
 - A. Next Monona Library Board Meeting, Tuesday, July 19 at 7 pm
 - B. Library Closed July 4 for Independence Day
 - C. Friends of Monona Library Fundraisers
 - i. FoMLASH Scavenger Hunt, September 16, 17 & 18
 - ii. Loud in the Library, January 28
- IX. **Adjournment**

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number), FAX: (608) 222-9225, or through the City Police Department TDD telephone number 441-0399.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

Minutes
Monona Public Library Board
Board Room
Tuesday, May 17, 2016, 7 pm

I. Roll Call

Library Board Trustees Present: Sue Carr, President; Todd Stebbins, Vice President; Andrew Kitslaar, Alderperson; Jennifer Fonner, School Board Representative; Val Edwards, Community Representative

Library Staff Present: Erick Plumb, Library Director; Sally Buffat, Business Coordinator

Trustees Absent: Brett Blomme Community Representative

II. Call to Order

Presiding Officer Carr called the meeting to order at 7 o'clock; introductions were made and a warm welcome extended to Alder Kitslaar.

III. Appearances

None.

IV. Approval of Minutes from April 19, 2016

Trustee Stebbins motioned, seconded by Trustee Fonner, to approve the April 19 minutes.

Discussion: Stebbins noted a correction.

Motion to approve corrected minutes passed unanimously.

V. Consent Agenda

A. Approval of Bill Payments, April 13 – May 15, 2016

B. Approval of Financial Report, April 2016

Trustee Edwards motioned, seconded by Trustee Stebbins, to approve the consent agenda.

Motion passed unanimously.

VI. Board Action Items

A. Unfinished Business

B. New Business

- i. Approve Library Commitment to E-rate and Filtering Bypass Memorandum of Understanding between South Central Library System and Monona Public Library

Trustee Edwards motioned, seconded by Adler Kitslaar, to approve the Library Commitment to E-rate and Filtering Bypass Memorandum of Understanding between South Central Library System and Monona Public Library.

Motion passed unanimously.

VII. Library Director Report

A. Administrative Report April through Mid-May

We had a major roof leak outside of the Quiet Reading Room on May 1; neither books nor artwork were damaged. Staff discovered water-soaked ceiling tiles dripping and drenching the floor after an all-night rain. Kilgust Mechanical came to see if the leak was due to HVAC

issues; they thought the problem may be due to a clogged roof drain. H.J. Pertzborn determined the roof drain was not clogged; the drain seal was opened and resealed significantly tighter than it had been before, and we have not had trouble since.

The half-time Children's Librarian position has been difficult to fill. The second candidate who was offered the position decided not to accept. We will post the position again after graduation. We have a School of Library Information Studies intern with us for 150 hours, and we have hired a Limited Term Employee to work in the Children's Room through the summer months.

We received six (6) applications for the open Library Board seat. The Mayor is reviewing applications and hopefully a candidate will be appointed at the June 6 City Council meeting.

Gallery Night was a success with over 90 people attending, several of whom were first-time Monona Library visitors. We are grateful to Meghan Blake-Horst for curating the event.

The Friends of Monona Library met on May 5 to approve officers. The Friends would like to look into having a School of Library and Information Studies intern inventory, catalog and digitize Monona historical files in our storage room.

The Monona Library Foundation met on May 3 to approve officers and to allocate \$935 for the 1000 Books Before Kindergarten program and \$4,000 for Booked for Life materials and a planned giving mailing.

The Friends are sponsoring a Paint & Sip fundraiser on June 16. There was discussion about the possibility of setting up a PayPal account for the Friends to use for fundraiser registration and for membership renewal.

Plumb outlined the vestibule projects at Nichols and Schluter Roads.

B. Discuss Strategic Planning

Plumb explained the variety of possibilities for strategic planning depending on who we hire; the process could take most of a year or it could be accomplished in a matter of weeks. There was discussion that perhaps a really good community survey could accomplish our goal of determining what Monona residents want and expect from the Library.

A Strategic Planning subcommittee was appointed consisting of Trustees Blomme, Fonner and Stebbins.

VIII. Announcements

XI. Adjournment

Trustee Edwards motioned, seconded by Trustee Fonner, to adjourn the meeting. Presiding Officer Carr adjourned the meeting at 8:04 pm.

Minutes recorded by Sally Buffat

Summary of Expenditures Posted May 15 - June 15, 2016

Services/Contracts/Supplies			
Accounts Payable by Vendor	Account Code	Description	Amount
Gas & Electric Utility	202-55-55110-220		
MG&E		May	(\$1,705.15)
TOTAL GAS & ELECTRIC UTILITY			(\$1,705.15)
Water & Sewer Utility	202-55-55110-222		
Monona Water Utility		water	(\$427.85)
TOTAL WATER & SEWER UTILITY			(\$427.85)
Service Contracts	202-55-55110-240		
CleanPower	203-55-55370-800	services for June	(\$1,990.39)
Gordon Flesch		work room contract	(\$363.55)
Schumacher		quarterly maintenance	(\$111.45)
TOTAL SERVICE CONTRACTS			(\$2,465.39)
Office Supplies	202-55-55110-310		
IS Computer Service, Inc.		toner	(\$69.95)
We Count People LLC		door counter	(\$339.00)
TOTAL OFFICE SUPPLIES			(\$408.95)
Janitorial Supplies	202-55-55110-340		
Nassco		vaccum cleaner	(\$258.72)
TOTAL JANITORIAL SUPPLIES			(\$258.72)
Equipment Maintenance & Repair	202-55-55110-350		
Mendards		150 Watt	(\$5.97)
Illingworth-Kilgust		boiler pump	(\$234.50)
Trane		air filters	(\$241.56)
TOTAL EQUIPMENT MAINTENANCE & REPAIR			(\$482.03)
Equipment Maintenance & Repair	202-55-55110-351		
H.J. Pertzborn		roof leak	(\$220.00)
Illingworth-Kilgust		roof leak	(\$178.00)
TOTAL EQUIPMENT MAINTENANCE & REPAIR			(\$398.00)
Vending	202-55-55110-819		
Pepsi		soda	(\$380.34)
TOTAL VENDING			(\$380.34)
Services/Contracts/Supplies Subtotal			(\$6,526.43)

LIBRARY ACQUISITIONS			
Accounts Payable by Vendor	Account Code	Description	
DVDs & CDs	202-55-55110-810		
Amazon.com		DVD	(\$952.26)
Amazon.com		CD	(\$177.62)
Ingram		BOCD	(\$333.90)
TOTAL DVDs & CDs			(\$1,463.78)
Adult Books	202-55-55110-811		
Ingram		Non-fiction	(\$593.87)
Ingram		fiction	(\$498.50)
TOTAL ADULT BOOKS			(\$1,092.37)
Children's Books	202-55-55110-812		
Ingram		children's books	(\$1,801.75)
TOTAL CHILDREN'S BOOKS			(\$1,801.75)
Young Adult Books	202-55-55110-813		
Ingram		YA books	(\$352.43)
TOTAL YOUNG ADULT BOOKS			(\$352.43)
Large Print Books	202-55-55110-814		
Cengage Learning		standing order	(\$241.52)
TOTAL LARGE PRINT BOOKS			(\$241.52)
Library Acquisitions Subtotal			(\$4,951.85)
Expenditures Posted May 15 - June 15, 2016			(\$11,478.28)

CITY OF MONONA
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>PUBLIC CHARGES FOR SERVICE</u>						
202-46-41110-000	GENERAL PROPERTY TAXES	.00	518,187.00	518,187.00	.00	100.00
202-46-43720-000	COUNTY AID FOR LIBRARIES	230,971.00	232,256.00	190,251.00	42,005.00	122.08
202-46-43730-000	COUNTY AID LIBRARY FACILITIES	.00	.00	40,720.00	(40,720.00)	.00
202-46-46110-000	COPIER RECEIPTS	224.03	1,112.07	3,000.00	(1,887.93)	37.07
202-46-46710-000	FINES	508.98	2,378.95	6,500.00	(4,121.05)	36.60
202-46-46730-000	ROOM RENTALS	1,013.51	2,227.84	2,700.00	(472.16)	82.51
202-46-48900-100	VENDING MACHINE	429.55	1,718.62	3,250.00	(1,531.38)	52.88
	TOTAL PUBLIC CHARGES FOR SERVICE	233,147.07	757,880.48	764,608.00	(6,727.52)	99.12
	TOTAL FUND REVENUE	233,147.07	757,880.48	764,608.00	(6,727.52)	99.12

CITY OF MONONA
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING MAY 31, 2016

LIBRARY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	BUDGET	% OF BUDGET	
LIBRARY EXPENDITURES						
202-55-55110-110	LIBRARY SALARIES	33,401.84	140,643.85	299,014.00	158,370.15	47.04
202-55-55110-119	WAGES, PART-TIME	7,630.76	38,535.37	131,365.00	92,829.63	29.33
202-55-55110-130	FICA	3,077.57	13,424.24	32,924.00	19,499.76	40.77
202-55-55110-131	WISCONSIN RETIREMENT	2,164.67	8,925.64	19,735.00	10,809.36	45.23
202-55-55110-132	LIFE & DISABILITY INSURANCE	1.90	10.39	375.00	364.61	2.77
202-55-55110-133	HEALTH INSURANCE	3,889.56	22,431.64	49,276.00	26,844.36	45.52
202-55-55110-134	PROFESSIONAL DEVELOPMENT	.00	341.19	4,000.00	3,658.81	8.53
202-55-55110-220	GAS & ELECTRIC UTILITIES	2,044.45	9,898.95	36,400.00	26,501.05	27.19
202-55-55110-221	TELEPHONE	.00	.00	2,000.00	2,000.00	.00
202-55-55110-222	WATER & SEWER UTILITIES	.00	402.35	2,600.00	2,197.65	15.48
202-55-55110-240	SERVICE CONTRACTS	3,953.84	25,235.26	44,505.00	19,269.74	56.70
202-55-55110-241	AUTO CIRCULATION SYSTEM RENTAL	.00	40,226.50	40,506.00	279.50	99.31
202-55-55110-310	OFFICE SUPPLIES	18.40	1,944.89	5,000.00	3,055.11	38.90
202-55-55110-312	POSTAGE	.00	2.54	200.00	197.46	1.27
202-55-55110-340	JANITORIAL SUPPLIES	.00	226.25	2,000.00	1,773.75	11.31
202-55-55110-341	CHILDREN'S/YA SERVICES	8.82	752.43	2,000.00	1,247.57	37.62
202-55-55110-344	CASH OVER/SHORT	(.04)	(8.84)	.00	8.84	.00
202-55-55110-350	EQUIPMENT MAINTENANCE & REPAIR	.00	6,953.33	8,000.00	1,046.67	86.92
202-55-55110-351	BUILDING MAINTENANCE & REPAIR	328.94	2,224.64	8,000.00	5,775.36	27.81
202-55-55110-390	OTHER SUPPLIES & EXPENSE	.00	20.00	300.00	280.00	6.67
202-55-55110-809	PERIODICALS	.00	588.20	4,500.00	3,931.80	12.63
202-55-55110-810	DVD/CD/BOOK ON CD	1,129.88	4,867.59	14,000.00	9,132.41	34.77
202-55-55110-811	ADULT BOOKS	1,047.32	6,007.49	17,000.00	10,992.51	35.34
202-55-55110-812	CHILDRENS BOOKS	206.24	1,858.47	10,250.00	8,391.53	18.13
202-55-55110-813	YOUNG ADULT BOOKS	261.79	1,376.70	3,250.00	1,873.30	42.36
202-55-55110-814	LARGE PRINT BOOKS	.00	846.91	2,500.00	1,653.09	33.88
202-55-55110-817	ELECTRONIC INFO SOURCES	.00	1,592.50	4,000.00	2,407.50	39.81
202-55-55110-818	BOOK LEASE PROGRAM	.00	3,208.00	3,208.00	.00	100.00
202-55-55110-819	VENDING MACHINE EXPENSE	312.99	1,377.27	2,200.00	822.73	62.60
TOTAL LIBRARY EXPENDITURES		59,478.93	333,893.75	749,108.00	415,214.25	44.57
TRANSFERS						
202-55-59210-212	ACCOUNTING SERVICES	.00	.00	4,500.00	4,500.00	.00
202-55-59210-510	INSURANCE	.00	.00	11,000.00	11,000.00	.00
TOTAL TRANSFERS		.00	.00	15,500.00	15,500.00	.00
TOTAL FUND EXPENDITURES		59,478.93	333,893.75	764,608.00	430,714.25	43.67
NET REVENUES OVER EXPENDITURES		173,668.14	423,986.73	.00	423,986.73	.00



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Library Activity Report	2016	2016
	May	YTD May
Physical Item Checkouts	18,693	98,766
E-Book Checkouts	1,496	7,168
Total item Checkouts	20,189	105,934
Meeting Room Bookings	28	187
Study Room Bookings	121	584
Book a Librarian sessions	13	58
Exams Proctored	2	7
Patron Internet Sessions	n/a	n/a
Wireless Network Sessions	10,921	44,539
<u>Library Visits</u>	<u>14,862</u>	<u>73,693</u>
Adult Programs	8	33
# attended	247	1,129
Children's Programs	6	116
# Attended	130	2,791
Teen Programs	1	7
# Attended	9	82



2010 WISCONSIN LIBRARY OF THE YEAR

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MONONA PUBLIC LIBRARY

ADMINISTRATION REPORT FOR LIBRARY BOARD MEETING

June 21, 2016

Erick Plumb, Library Director

The Summer Reading Program is off and running. This year's theme is "On Your Mark, Get Set, Read," focusing on physical activity in addition to reading. The program allowed patrons to begin registering on June 1, and kicked off officially on June 15 with a performance by Josh Casey, a juggler, in front of 97 enthusiastic participants. Each Wednesday we'll feature different performers as part of our "Wednesdays at One" series which is generously sponsored by John & Lynda Weinberger - thank you! As of June 15, 773 people have registered. We are looking forward to serving many happy faces this summer!

In May, we were able to complete our visits to every classroom (K-8) in the Monona Grove school district. This fall, we'd like to get library card sign-up sheets into the hands of every returning student.

The Friends held their Paint & Sip fundraising event on June 16. Twenty participants paid \$40 each to sip wine as they created their masterpieces. The event was a success with Chris Marsh coordinating the event and Board President Sue Carr serving the wine; thank you! We also thank Tom Stolper for donating all the wine for the event!

We held Storytime at the Park on Monday, June 20, the first of several scheduled this summer. On June 21, we will hold an all-day concert featuring six musicians as part of the Make Music Madison, a one-day outdoor music festival held annually on the Summer Solstice. Coordinated by the Library's Danny Atwater, the Library will be featured as one of the numerous locations hosting music. Like Gallery Night, we hope to draw people to our location that might otherwise have never visited us before.

Sally Buffat received a fully-paid scholarship from Madison Community Foundation to attend a three-day workshop of fundraising and development on June 1-3. Sally and I met with MCF representatives to discuss fundraising last year and Sally made quite the impression. She was one of six participants chosen by MCF to attend this conference on scholarship. Sally's Key Takeaways:

The importance of collecting stories from happy patrons

Emphasis on developing joyful givers
Role of Board of Trustees in fundraising
Effective planned giving ideas

I'd like to bring to the Board's attention Library Trustee Training Week held August 22-26 this year. There will be five free webinars that you can listen to, live at noon or on your own time as a recording. Topics include "Duties of the 21st Century Library Board" and "Ensuring Director Success." This is the third year this online series has been held, coordinated by the library systems statewide, including the South Central Library System. More information is at www.wistrusteetraining.com.



STATE OF TEXAS
LIBRARY TRUSTEE TRAINING WEEK
AUGUST 22-26, 2011
SOUTH CENTRAL LIBRARY SYSTEM

**City of Monona
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Parking Lot reconstruction
2. **Year Proposed:** 2017 Rank: 1
3. **Requested By:** Library Board of Trustees
4. **Prepared By:** Erick Plumb
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

Based upon the results of the 2015 Parking Lot study and 2016 Strand design, the Library Board seeks to implement changes to the grade and drainage of the lot. Strand Associates performed a site study in 2015 to determine ways of mitigating the difficulty in traversing the library's parking lot during the winter months. Because of the steepness of the grade of the lot, even relatively small amounts of snowfall or ice make footing treacherous - even with plowing and copious amounts of salt being applied.

6. **Total Project cost: \$197,500 (Strand Associates quote based on design work performed in May, 2016)**

**City of Monona
CAPITAL IMPROVEMENTS REQUEST FORM**

1. **Project Name:** Installation of Vestibules at Side Entrance and Children's Room
(Schlueter Rd. entrance)
2. **Year Proposed:** 2017 Rank: 2
3. **Requested By:** Library Board of Trustees
4. **Prepared By:** Erick Plumb
5. **Project Description/Justification (briefly indicate the size, location, type of projects or purchases, and time schedule involved in implementation.)**

The proposed project would add a second set of doors to the side entrance on the Library building's lower level (just outside the Community Media Room facing Nichols Road). Currently there is an un-insulated metal and glass set of single doors, causing heat to be lost in the winter, and cool air to be lost in the summer. The current entrance also is not accessible for those with disabilities. The installation of a vestibule would result in energy savings for the Library and increased accessibility for the public.

6. **Total Project Cost:** \$40,113 (estimate from Harmony, Inc., 6/16)



CITY OF MONONA
LIBRARY BOARD OF TRUSTEES
315-5888
1000 N. MONONA
MONONA, WI 53651

CITY OF MONONA LIBRARY OF THE YEARS

Hi Sally,

I'm emailing at the suggestion of my colleague, Melinda Heinritz, who runs the Fund for Women here at MCF. We are offering scholarships to attend a three-day fundraising conference (June 1-3) put on by the UW Business School and she thought you might be interested. Here is a link to the conference <http://apps.union.wisc.edu/nonprofitsconf/>

As you know, the Madison Community Foundation supports Dane County libraries, and if this would be a worthwhile experience we would be happy to cover the registration costs.

Please let me know if you're interested.

Tom Linfield
Vice President, Community Impact
Madison Community Foundation
2 Science Court, P.O. Box 5010
Madison, WI 53705
[608-232-1763](tel:608-232-1763)

Sally's Key Takeaways:

Learned the importance of collecting stories from happy patrons

Emphasis on developing joyful givers

Role of Board of Trustees in fundraising

Effective planned giving ideas

2016 Fundraising and Development for Nonprofits Conference

June 1-3, 2016

Writing Successful Grants, Tom Linfield, Madison Community Foundation

It's all about storytelling – collect stories & pictures to illustrate – “tell us what you think about Monona Public Library”. #1 reason non-profits don't get grants: don't apply. 75% failure rate:25% acceptance rate – don't be discouraged by no. Apply, apply, apply . . . then reapply; follow up on unsuccessful application, ask what could have been done differently. Do homework; build relationship with grantee; send drafts; see if request is a good fit before investing lots of time. Our mission must align with their desire to give. Have measurable outcomes: where are you now/where do you want to be? Nationwide non-profit funding sources: 72% individuals, 16% foundations, 6% bequests, 5% corporate, 1% special events. Where should we be spending our time? Inviting individuals to donate! Less work the more \$ we ask for; average individual gift is \$50; same amount of work to ask for \$500, \$5,000, \$50,000 – think larger. Less emphasis on need; more emphasis on opportunity, what great things we could do for community. Must have a strategic plan.

The Art & Soul of Fundraising and Development, Don Gray, VP UW-Foundation, retired

Give staff index card: list 3 things that would make their job more meaningful.

The art & soul of fundraising & development – go out into the community and find out why people like the library. Don't embarrass people into giving; don't pass the hat – show them why it's beneficial to give. Philanthropy defined by Webster's: love of humankind. Create a culture of generosity. Special events often spend more \$ putting the event on than the amount of \$ raised. 3 legs: manage \$, say thank you, have them enjoy what they've done for you. “We believe that . . .” “Our dream is . . .” To create a joyful giver, you must earn the right to ask. Talk to Board members; who do they know who could \$ support the library? By coming to library programs & events, they're

showing that they like us, they believe in what we do, they believe in our stability – now appeal to their civic responsibility. Main reason people give: they like me (staff); it makes them feel good about themselves. They don't care what we need; they care about making an impact on something they care about. We don't ask for \$; we ask for their consideration of a gift. Offer the consideration . . . then be quiet . . . let them be the first to talk. Creative thank you: give them something they cannot buy – a picture of kids reading, handwritten note from people who have benefitted from their gift.

Developing Joyful Givers, Marcia Whittington, Agrace Hospice

Top 10 Things I've Learned in 50 Years of Working with Nonprofits, Boris Frank, President, Leadership Wisconsin Board

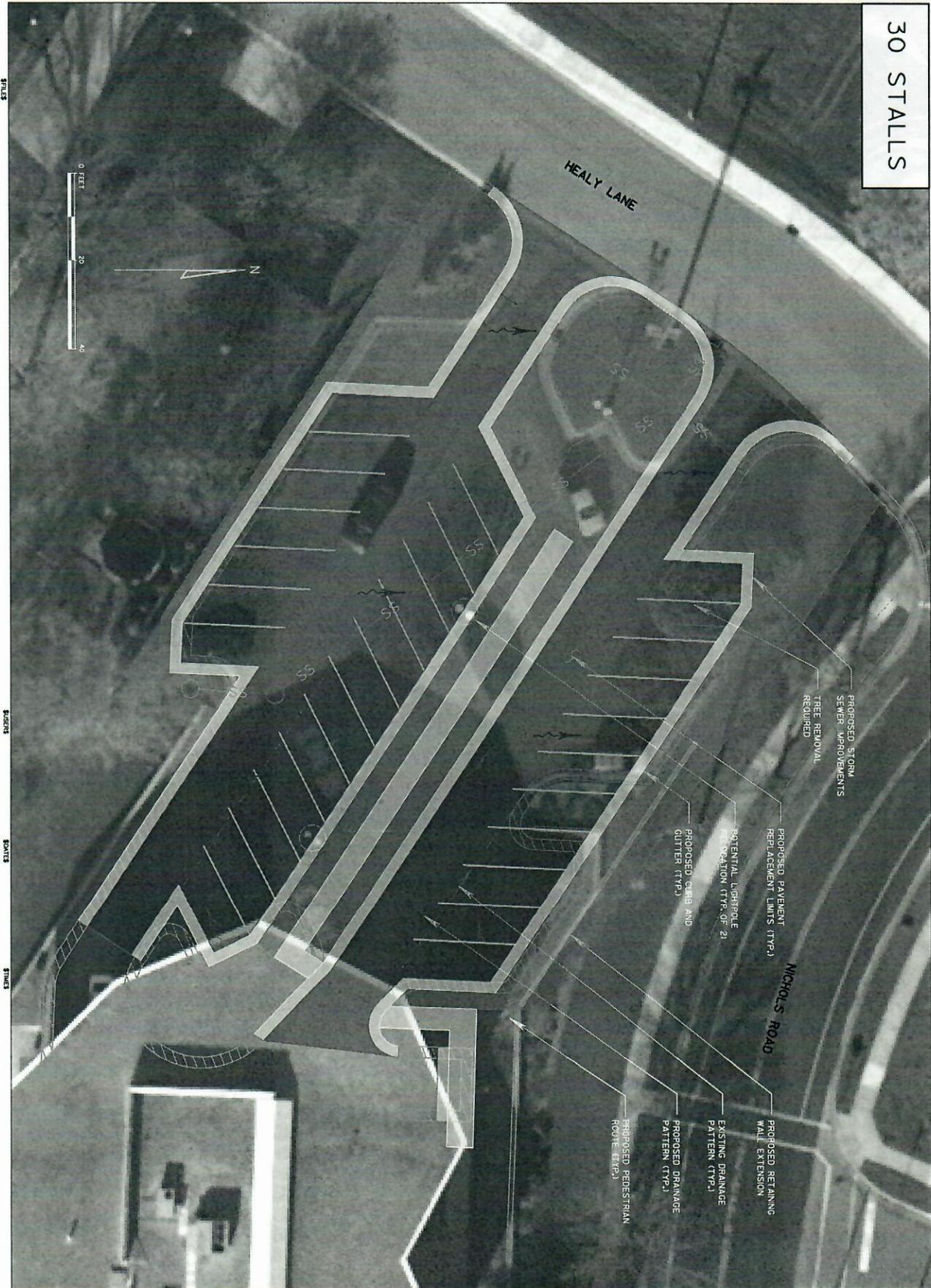
Making the Artful Ask, Marcy Heim, The Artful Asker

Working with Your Board, Michael Johnson, CEO, Boys & Girls Club of Dane County

Showing Gratitude: The Importance of Good Stewardship, Marcia Whittington, Agrace Hospice

Planned Giving Ideas, Johanna Allex, Attorney, Stafford Rosenbaum

30 STALLS



PARKING LAYOUT - ALTERNATIVE 5

LIBRARY PARKING AREA DRAINAGE REVIEW

**CITY OF MONONA
DANE COUNTY, WISCONSIN**



FIGURE 6
1003.026

City of Monona
 Library Parking Area Drainage Review
 Opinion of Probable Construction Cost
 6/9/16

Updated Alternative

Number	Item	Quantity	Unit	Unit Price	Total
1	Restoration/plantings	1	LS	\$ 4,000.00	\$ 4,000.00
2	Erosion Control	1	LS	\$ 4,000.00	\$ 4,000.00
3	Common Excavation	1000	CY	\$ 15.00	\$ 15,000.00
5	Crushed Aggregate Base Course	1100	T	\$ 20.00	\$ 22,000.00
6	Asphaltic Concrete Pavement	300	T	\$ 90.00	\$ 27,000.00
7	Mill and Relay Asphaltic Pavement (BLUE)	325	SY	\$ 12.00	\$ 3,900.00
8	Seed Restoration with Erosion Mat	750	SY	\$ 6.00	\$ 4,500.00
9	Concrete Curb and Gutter, 30- IN	975	LF	\$ 15.00	\$ 14,625.00
10	Concrete Valley Gutter	420	SF	\$ 10.00	\$ 4,200.00
11	Concrete Sidewalk, 5-IN (GRAY)	900	SF	\$ 6.00	\$ 5,400.00
12	Concrete Sidewalk, 5-IN (YELLOW)	575	SF	\$ 6.00	\$ 3,450.00
13	Concrete Sidewalk, 5-IN (RED)	100	SF	\$ 6.00	\$ 600.00
14	Tree removal	4	EA	\$ 500.00	\$ 2,000.00
15	Remove Retaining Wall	100	VSF	\$ 40.00	\$ 4,000.00
16	RCP Storm Sewer, 15-IN	90	LF	\$ 50.00	\$ 4,500.00
17	Connect to existing storm sewer	2	EA	\$ 500.00	\$ 1,000.00
18	Precast Concrete Inlet Box, 2-FT by 3-FT, W/Casting and Grate	4	EA	\$ 2,500.00	\$ 10,000.00
19	Precast Concrete Storm MH, 4- FT DIA, W/Casting and Lid	1	EA	\$ 3,000.00	\$ 3,000.00
20	Replace existing Storm Casting	4	EA	\$ 500.00	\$ 2,000.00
21	Pavement Markings	1	LS	\$ 4,000.00	\$ 4,000.00
22	Detectable Warning Field for Pedestrian Ramp, 2- FT by 2-FT (GRAY)	4	EA	\$ 155.00	\$ 620.00
23	Detectable Warning Field for Pedestrian Ramp, 2- FT by 2-FT (YELLOW)	4	EA	\$ 155.00	\$ 620.00
24	Detectable Warning Field for Pedestrian Ramp, 2- FT by 2-FT (RED)	4	EA	\$ 155.00	\$ 620.00

Subtotal	\$ 141,000.00
10% Construction Contingency	\$ 14,100.00
Technical Services	\$ 42,400.00
Total	\$ 197,500.00

Monona Public Library Calendar of Events

June 2016



- Children's events
- Teen events
- Adult events
- Tech Classes

Register for events at
www.mononallibrary.org

Monona Public Library

1000 Nichols Road
 Monona, WI 53716
 Phone: 608-222-6127
www.mononallibrary.org

Hours:

Mon–Wed: 9am–8pm
 Thurs–Fri: 9am–6pm
 Sat: 9am–5pm
 Sun: 1–5pm



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1 Summer Reading Program registration begins	2 11:30am Storytime Baby & Me (ages 2-22 months)	3 10:15am Storytime Foxes (ages 2-4)	4 11:00am Family Storytime Butterflies (ages 0-6) 1:00pm Tech Tutoring with Dan the Tech Guru (sign-up)
5	6 4:15pm Spanish Storytime	7 4:15pm Spanish Storytime	8 6:00pm Fearless Crafters — Hostess With the Mostest	9 11:30am Storytime Baby & Me (ages 2-22 months)	10 10:15am Storytime Foxes (ages 2-4)	11 11:00am Family Storytime Butterflies (ages 0-6) 1:00pm Tech Tutoring with Dan the Tech Guru (sign-up)
12	13	14 4:15pm Spanish Storytime 6:30pm Teen Lit for Adults	15 Summer Reading Program prize collection begins 1:00pm Wednesday at One—Josh Casey	16 10:00am Stop Motion Animation 11:30am Storytime Baby & Me (ages 2-22 months) 6:00pm Paint Night	17 10:00am Friday Morning Book Club 10:15am Storytime Foxes (ages 2-4)	18 11:00am Family Storytime Butterflies (ages 0-6) 1:00pm Tech Tutoring with Dan the Tech Guru (sign-up)
19	20 11:00am Discovery Days 4:30pm Read to a Dog (sign-up) 6:00pm Storytime in the Park	21 1:00–8:00pm Make Music Madison 4:15pm Spanish Storytime 7:00pm Library Board Meeting	22 1:00pm Wednesday at One—Madison Contemporary Vision Dance	23 9:30am Storytime Raccoons (ages 2-5) 10:15am Storytime Owls (ages 4-7) 11:30am Storytime Baby & Me (2-22mo.) 1:00pm Mother's Helper Workshop	24 10:15am Storytime Foxes (ages 2-4)	25 11:00am Family Storytime at Monona Pool (Pool admission is required. No extra charge for storytime.)
26	27 11:00am Discovery Days 4:00pm LEGO Club (All ages)	28 4:15pm Spanish Storytime 6:00pm Tuesday Night Family Fun—Flying Discs	29 1:00pm Wednesday at One—Hop, Wiggle, Dance & Dream	30 9:30am Storytime Raccoons (ages 2-5) 10:15am Storytime Owls (ages 4-7) 11:30am Storytime Baby & Me (2-22mo.)		

Monona Public Library Calendar of Events

July 2016



- Children's events
- Teen events
- Adult events
- Tech Classes

Register for events at
www.mononallibrary.org

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 Sun: 1-5pm (Labor Day-Memorial Day)



Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1 10:15am Storytime Foxes (ages 2-4)	2
3	4 LIBRARY CLOSED	5	6	7 9:30am Storytime Raccoons (ages 2-5) 10:15am Storytime Owls (ages 4-7) 11:30am Storytime Baby & Me (2-22mo.)	8	9 1:00pm Tech Tutoring with Dan the Tech Guru (sign-up)
10	11 11:00am Discovery Days 4:00pm LEGO Club (All ages)	12 6:00pm Tuesday Night Family Fun - Obstacle Course 6:30pm Teen Lit for Adults	13 1:00pm Wednesday at One - Laura Doherty 6:00pm Fearless Crafters	14 9:30am Storytime Raccoons (ages 2-5) 10:15am Storytime Owls (ages 4-7) 11:30am Storytime Baby & Me (2-22mo.)	15 10:00am Friday Morning Book Club 3:00pm MSCR FIT2GO Van	16 11:00am Family Storytime at Monona Pool (Pool admission required. No extra charge for storytime.) 1:00pm Tech Tutoring with Dan the Tech Guru (sign-up)
17	18 11:00am Discovery Days 4:30pm Read to a Dog (sign-up) 6:00pm Storytime in the Park	19 6:00pm Tuesday Night Family Fun - Meet Library Staff 7:00pm Library Board Meeting	20 1:00pm Wednesday at One - Meet & Greet Athletes 6:00pm Fearless Crafters	21 9:30am Storytime Raccoons (ages 2-5) 10:15am Storytime Owls (ages 4-7) 11:30am Storytime Baby & Me (2-22mo.)	22 5:45pm Disc Golf & Games in the Library with Glass Nickel Pizzal	23
24	25 4:00pm LEGO Club (All ages)	26	27 10:00am-3pm Family Fun Day! Bouncy House!	28 11:30am Storytime Baby & Me (2-22mo.)	29	30 1:00pm WISLUG DISPLAY & PLAY!



PLAYTIME PRODUCTIONS, LTD.

79-1280/759

5669

DADE COUNTY HWY 2 P.O. BOX 437
MOUNT HOREB, WI 53572

DATE 5/17/16 PMP

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PAY TO THE ORDER OF

Monona Public Library

\$800

Eight-hundred and no/100

DOLLARS

Heat Reactive Ink



CAPITOL BANK

710 N. High Point Rd. • Madison, WI 53717

MEMO Spring Rent Fees

Ryza

MP

0759428061 1128822 5669

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

May 2016
Monona Library Board + Staff -
Thanks for the shelter and comfort
you give to our rehearsals and
performances. This season will
now fade into a remembered
dream of children, music, art, story,
and laughter. Thanks for sharing
Playtime with us again.

Sincerely,
Renaye +
Playtime

KATHRYN A ROHS
THOMAS E ROHS

75-147/919

1738

25 2ND STREET WEST
NORTHFIELD, MN 55057

DATE 5-26-16

PAY TO THE ORDER OF

Friends of Manawa Library \$ 120.
one hundred & twenty dollars

DOLLARS

Heat Reactive Ink



FIRST NATIONAL
BANK OF NORTHFIELD

www.firstnationalnorthfield.com • Member FDIC

Mainstreeters Club

Kathryn Rohs

MEMO

1091901477:00250 119 1738

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

DEAR KAREN,
You ARE A WONDERFUL asset to the library! I LOVE your spirited style of interacting with children. Hunter & Dylan look forward to their library outings. Hopefully this \$ can be used to purchase MORE CREATIVE toys.
Appreciatively,
Katie Rohs

How did you hear about this program?	%
Nextdoor.com	1.8%
Poster in community	3.6%
Recreation Guide	3.6%
WVMO	3.6%
Library Website	16.1%
Poster in library	19.6%
Word of Mouth	25.0%
Library eNewsletter	26.8%

Your City	%
Middleton	2.2%
Other	2.2%
Cottage Grove	6.5%
Madison	43.5%
Monona	45.7%

Specific Event Feedback:

12/20/2015 Essential Oils

A lot to cover in the time, at least for this beginner, but good stuff

Delightful - good hands-on program

Fun - learned something new.

Good - more time to do actual mixing

Good event

Good overview of massage oils

Great

Great info! Would definitely go again.

Great information and fun to have a takeaway

Great program!

Great! Appreciate it.

Great! Thanks so much!

Have been looking forward to this - good topic

Have in summer

Learned a lot! Thank you!

Thanks so much!

Very good! Nice handout, too.

Very interesting program. Knowledgeable speaker!

Very interesting subject! Seems like so much info to learn that could repeat the class. Fun way to meet people.

Wonderful experience!

Wonderful! Thank you

2/23/2016 Beekeeping

Amazing.

Great informative!

I loved this event and would love more like it.

Interesting and informative

Interesting topic
Love it! Practical & informational
Needed more time for questions :)
The presentation was great!
Well done!

3/22/2016 Creating an Urban Oasis for Pollinators

Great! It's so nice to learn something practical, for free, with the books and resources right there for you to check out.

This has been a great series of presentations and I hope they can continue in future.

It was very useful - thoroughly enjoyed it. Thank you!

Great information

Ideas for future programming:

Astronomy

Fermented foods, kefir, free education online, how to start your own blog

Maintaining fruit trees/bushes, etc.

Making bitters, natural cleaners

Maybe start it a little earlier. (Beekeeping)

More classes given by Katie (Essential Oils)

Perhaps you could start an herb exchange! Idea: party games?

Use of herbs for health

Thank you for joining us for the program; we'd appreciate your comments and feedback

Monona Public Library Feedback Form

Name _____

Address _____ zip _____

Phone # (area code) _____

Email _____

Sign me up to receive Library e-newsletter

Adult e-newsletter Family e-newsletter

Tell us about your experience (additional room on back)

Yes, you may use my comments.

I would like to:

- Become a Friend of Monona Library
- Help plan a Friends fundraising event
- Help out at a Friends fundraiser
- Help maintain 1 flower bed on Library grounds
- Give a major gift to Monona Library Foundation
- Make a Friends of Monona Library donation to sponsor a program, such as
 - ❖ Seasonal Chefs ❖ Monona History Club
 - ❖ Fearless Crafters ❖ Eco-Action Tuesdays
 - ❖ Adult Summer Reading Program

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Sip, Paint, Repeat.

PAINT NIGHT PARTY

Library Quiet Reading Room

Thursday, June 16th at 6pm

FUNDRAISER FOR FRIENDS OF MONONA LIBRARY

Paint, Laugh, and Socialize

Enjoy Wine, Music & Light Snacks*

***ID required**

Tickets \$40. Ages 16+

Monona Public Library
1000 Nichols Road, Monona



Register. No experience necessary & all supplies provided!

Sign up: www.mononalibrary.org or 608-222-6127