

Monday, August 3, 2026

5:15 PM

E.D. Locke Public Library
5920 Milwaukee St, McFarland

AGENDA

1. CALL TO ORDER
2. PUBLIC APPEARANCES AND COMMUNICATION
 - a. This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to librarydirector@mcfarlandlibrary.org to be included with the agenda materials.
3. ACTION ITEMS
 - a. Motion to approve the minutes of the July 6, 2026 meeting.
 - b. Motion to approve the July invoices
4. INFORMATION ITEMS
 - a. Budget Update
 - b. Director's Report
 - c. Monthly Statistical Report
5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION
 - a. 2027 Library Draft Budget
 - b. Library Board Training
 - c. Space Needs Study 2026
 - d. Garbage cans & recycling bin quote
 - e. Permission to close the library September 9, 2026 for staff in-service day
6. ADJOURNMENT

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND

Library Board Minutes

Monday, July 6, 2026 - 5:15 PM

1. CALL TO ORDER

Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Kathy Annen, Staci Fritz, Ken Machtan, Karin Mandli, Mona Nelson, Evan Richards, Peter Sobol

Members not present:

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

- a. *This is an opportunity for attendees to provide public comment on matters that are not on the agenda. Attendees desiring to provide public comment on specific items on the agenda may do so at the time that agenda item is brought up. In person attendees should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your public comment. Please adhere to the 3-minute time limit. Written comments will not be read into the record during the meeting but may be sent to librarydirector@mcfarlandlibrary.org to be included with the agenda materials.*

3. ACTION ITEMS

- a. *Motion to approve the minutes of the June 1, 2026 meeting.*
Motion by Member Evan Richards, second by Member Staci Fritz, to approve the minutes of the June 1, 2026 meeting. Motion carries 7 - 0 - 0 by acclamation.
- b. *Motion to approve the June 2026 invoices*
Motion by Member Peter Sobol, second by Member Karin Mandli, to approve Motion to approve the June 2026 invoices Motion carries 7 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

- a. *Budget Update*
- b. *Director's Report*
- c. *Monthly Statistical Report*

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- a. *Rotunda & Meeting Room Lighting Upgrade Quotes*
Motion by Member Karin Mandli, second by Member Peter Sobol, to approve Rotunda & Meeting Room Lighting Upgrade Quotes for 1901, Inc. not to exceed \$32,000. Motion carries 7 - 0 - 0 by acclamation.
- b. *Space Needs Study Discussion*

c. 2027 Library Budget

6. ADJOURNMENT

Motion by Village Trustee Kathy Annen, second by Member Karin Mandli, to adjourn at 12:26

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director

E. D. Locke Public Library

July 2026 Invoices

Vendors	Sum of Amount	Description
AMAZON CAPITAL SERVICES	\$826.75	Program Supplies, Books, CDs, DVDs, Office Supplies
AT&T MOBILITY II LLC	\$37.12	Library Cell Phone
AVANT GARDENING & LANDSCAPING	\$615.66	Landscape Maintenance
CORPORATE BUSINESS SYSTEMS	\$253.54	Copier Lease
DEMCO INC	\$2,051.89	Lirary Supplies
DESIGNCRAFT LLC	\$150.00	Marketing
EBSCO INFORMATION SERVICES	\$1,725.23	Flipster (Digital Magazine) Subscriptions
GBR CORPORATION	\$75.00	Roof Inspection
HGA	\$4,277.50	Space Needs Study
HJ PERTZBORN	\$145.00	Quarterly Sprinkler Inspection
INGRAM LIBRARY SERVICES	\$3,436.60	Books
JM BRENNAN INC	\$906.00	In-floor Heat Actuator Repair
MADISON PUBLIC LIBRARY	\$40.99	Lost Book Payment
MCFARLAND ACE HARDWARE	\$67.01	Facility Repairs
MICROMARKETING LLC	\$278.98	Audio Books
SCHILLING SUPPLY COMPANY	\$508.27	Cleaners and paper products
US CELLULAR	\$43.75	Library Cell Phone
VESTIS LLC	\$213.93	Mat Rental
WISCONSIN STATE JOURNAL	\$1,855.60	2 - Newspaper Subscriptions
Grand Total	\$17,508.82	

2026 Budget Update

REVENUES									
		Budget Amount	May Actual	June Estimated	July Estimated	YTD Total	% of Budget total	% to hit target	amount it should be to hit target
Property Tax	41110	\$ 845,250.00	\$ -		\$ -	\$ 845,250.00	100.00%		
County Library Aids	43720	\$ 370,750.00	\$ 800.00	\$ -	\$ -	\$ 371,411.00	100.18%		
Library Fines	45190	\$ -	\$ 2.10	\$ 1.00		\$ 23.30			
Interest	48100	\$ 30,000	\$ 1,618.23	\$ 1,336.86	\$ 1,000.00	\$ 12,359.24	41.20%	58%	
Transfers from other Act.	48500-101	\$ -				\$ -		58%	
Library Fees	46710	\$ 4,000	\$ 487.76	\$ 499.81	\$ 168.90	\$ 2,869.62	71.74%	58%	\$ 2,333.33
		\$ 1,250,000.00	\$ 2,908.09	\$ 1,837.67	\$ 1,168.90	\$ 1,231,913.16	98.55%	58%	
Expenditures									
Salaries	110	\$473,000.00	\$ 54,157.48	\$ 36,104.98	\$ 36,104.97	\$264,187.30	55.85%	58%	\$ 275,916.67
Part-time	120	\$248,750	\$ 24,224.13	\$ 15,866.11	\$ 15,914.49	\$118,099.14	47.48%	58%	\$ 145,104.17
Health Insurance	130	\$139,500	\$ 14,348.70	\$ 7,174.37	\$ 6,579.83	\$75,962.85	54.45%	58%	
Retirement	131	\$40,750	\$ 4,647.79	\$ 3,127.81	\$ 3,110.02	\$23,340.66	57.28%	58%	\$ 23,770.83
SS/Medicare	132	\$55,250	\$ 5,777.57	\$ 3,856.10	\$ 3,822.05	\$28,463.18	51.52%	58%	
Other Benefits	135	\$2,250	\$ 175.81	\$ 123.66	\$ 61.81	\$743.82	33.06%	58%	
Total Personnel		\$959,500.00	\$103,331.48	\$66,253.03	\$65,593.17	\$510,796.95	53.24%	58%	\$ 559,708.33
Support Services	210	\$ 10,000	\$ -	\$ -		\$ 1,614.59	16.15%	58%	\$ 5,833.33
Consulting Services	211	\$ 50,000	\$ -	\$ (858.32)	\$ 150.00	\$ 50,705.22	101.41%	58%	\$ 29,166.67
Utilities	220	\$ 42,250	\$2,635.32	\$ 4,167.25	\$3,778.34	\$ 24,339.85	57.61%	58%	\$ 24,645.83
Communication	221	\$ 6,500	\$176.60	\$ 443.37	\$400.00	\$ 2,892.78	44.50%	58%	\$ 3,791.67
Equipment Maintenance	240	\$ 11,500	\$3,153.17	\$ 256.30	\$250.00	\$ 5,042.80	43.85%	58%	\$ 6,708.33
Facility Maintenance	242	\$ 36,500	\$2,150.19	\$ 5,076.45	\$2,022.60	\$ 25,762.06	70.58%	58%	\$ 21,291.67
Other Contractual Services	290	\$ -				\$ -	0.00%	58%	
Total Services		\$ 156,750.00	\$ 8,115.28	\$ 9,085.05	\$ 6,600.94	\$ 110,357.30	70.40%	58%	\$ 91,437.50
Office Supplies	310	\$ 9,000	\$ 992.10	\$ 1,381.33	\$ 251.54	\$ 4,664.09	51.82%	58%	\$ 5,250.00
Postage	311	\$ 500	\$ -	\$ 8.28	\$ 5.00	\$ 50.44	10.09%	58%	\$ 291.67
Dues	320	\$ 1,000	\$ -	\$ -		\$ 50.00	5.00%	58%	\$ 583.33
Meeting Expenses	330	\$ 1,000	\$ -	\$ 44.56		\$ 134.49	13.45%	58%	\$ 583.33
Training Expenses	331	\$ 3,500	\$ -	\$ 10.65		\$ 417.70	11.93%	58%	\$ 2,041.67
Operating Supplies	340	\$ 6,250	\$ 254.36	\$ 865.92	\$ 358.27	\$ 2,408.12	38.53%	58%	\$ 3,645.83
Technology	342	\$ 37,500	\$ 80.00	\$ 84.95	\$ 1,725.23	\$ 16,393.58	43.72%	58%	\$ 21,875.00
Collection - Print	344	\$ 60,000	\$ 3,455.25	\$ 6,628.06	\$ 3,180.02	\$ 37,222.03	62.04%	58%	\$ 35,000.00
Collection - AV	345	\$ 12,500	\$ 1,073.52	\$ 750.58	\$ 306.13	\$ 4,663.32	37.31%	58%	\$ 7,291.67
Library Miscellaneous	390	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	58%	\$ -
Programming	391	\$ 10,000	\$ 4,540.82	\$ 2,536.17	\$ (1,071.99)	\$ 9,722.57	97.23%	58%	\$ 5,833.33
Other Total		\$ 141,250.00	\$ 10,396.05	\$ 12,310.50	\$ 4,754.20	\$ 75,726.34	53.61%	58%	\$ 82,395.83
Total Budget		\$1,257,500.00	\$ 121,842.81	\$ 87,648.58	\$ 76,948.31	\$ 696,880.59	55.42%	50%	\$ 628,750.00



June Highlights

- **Village News** – Kathy Annen will give an update
- **Friends** – Staci Fritz will give an update

Endowment –

May 2026	June 2026	Difference	YTD Difference	June Contributions
\$296,011.07	\$308,351.51	\$12,340.44	\$43,148.41	\$8,000

- **Library Facilities Management**

- **HVAC**

- The controls software settings have been updated. JM Brennen has made many changes to make the system more reliable and fuel efficient. Some of the updates include - updating the building occupancy schedule and reducing the minimum outside that is taken in.

- **Roof Inspection** – The roof was inspected for storm damage the week of July 20th:

There is no storm or hail damage on the low-slope roof. The metal standing seam roof has a few signs of hail dents, but it is not widespread. The RTU fins also show signs of a bit of hail damage.

The roofing company did not recommend any repairs at this time.

- **2026 Capital Projects**

- Space Needs Study – The work on the study continues. We're hoping to have a final draft for approval in mid-August.
 - Rotunda & Meeting Room Lighting Replacement – Work is tentatively scheduled to begin in early October. The quote is in the packet again so I can share some information on the design.
 - Digital Signage - I've contacted Grant signs to get a quote to replace our exterior sign and potentially update it with a digital sign component. I'm hoping to have this for the September.

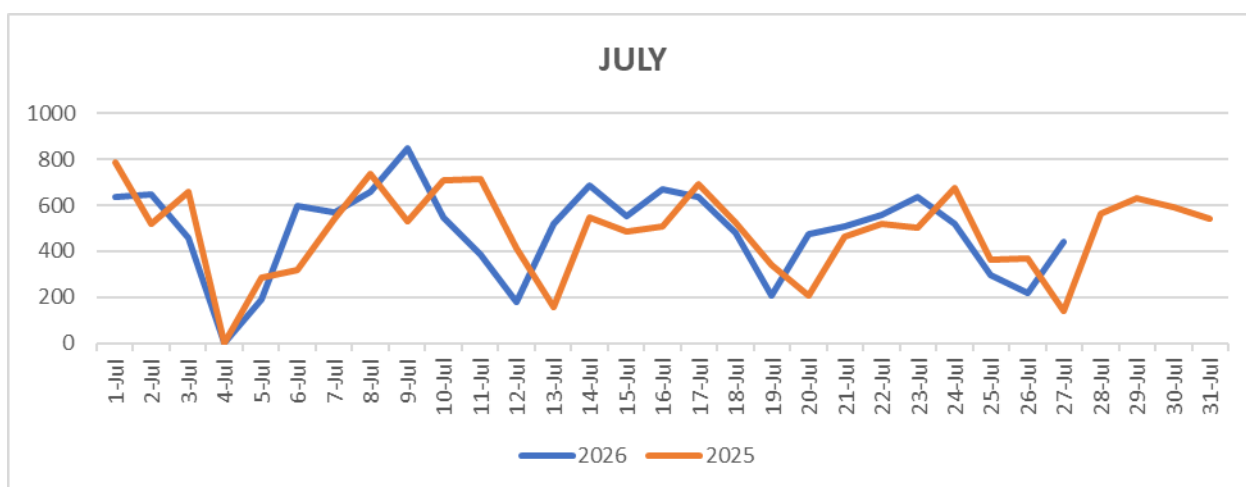
- **Staff**

- **Library Assistant recruitment** – We interviewed six people for the position and Sam Bisanti started on July 28th. Make sure to stop by and welcome Sam.
 - **Adult Services Assistant Resignation and Recruitment** – The recruitment for this position ends on July 31st.
- **E-Rate** – Earlier this year, the Federal Communications Commission (FCC) voted to advance a proposal that asks whether the E-Rate program, which has provided affordable broadband to schools and libraries for nearly 30 years, should be terminated or limited to only rural areas. In Wisconsin, E-rate helps fund BadgerNet which is often the only source of Internet in public libraries. This is what the E. D. Locke PL uses for internet. Some libraries at SCLS also receive E-rate for non-BadgerNet internet service (Category 1) and/or Category 2 E-rate funds for networking equipment including wireless access points. In the 2026/2027 E-rate cycle SCLS anticipates receiving over \$200,000 in E-rate funds for participating libraries (note: this is much higher than usual as libraries are replacing wireless access points). To learn more about E-rate and the FCC proposal visit <https://www.ala.org/news/2026/06/save-our-erate-launch> Please consider submitting a comment to the FCC or sending a letter to your elected officials. You can send letters directly to elected officials by going to <https://www.shlb.org/save-our-e-rate>.
- **Dementia Friendly Training** – Senior Outreach coordinated with Dane County to provide Dementia Friendly Organization training for village staff. All library staff have registered for the training. I was attended the first training session and found the information helpful.

Library Circulation (Kelly Heasty)

- **8 Notary** actions
- **Display Case:** Summer: summer reading prizes
- **Conversaciones en Espanol:** first mtng of the month was July 4, so no attendance & 12 at 2nd meeting
- **9 on-line applications** for new cards received via CivicPlus form for this month.
- **Beer Tent Trivia/Community Fest:** Unfortunately, Patrick Fernan will be out of town that Friday, but Paul Gregg (MHS Choir director) agreed to fill in again. Got the questions that we & Patrick had prepared for January's cancelled event, so I can use many of those for September's event.
- SCLS has reported that they will have a fix available for the **Display item issue** (where they have to be checked in twice) which should help with Holly's
- Requested 2 reports from SCLS re: **patron reading history**, so we can take a look at how many super users we have and plan from there on how to go about helping them.
- Wrote a blurb about Library Card Signup month for the Outlook and submitted it to Eleanor.

JULY LIBRARY VISITS: TREND



Youth Services (Heather Kent)

Storytime:

Storytimes continued for the month of July with varying numbers at the park depending on the weather. The library storytimes have been absolutely packed all summer – with the average of 80 people in attendance (2/3 of which are children). Storytime programs pause for most of the month of August, returning on August 31st with Toddler Monday.

PJ Storytime this month was about the Moon and Stars. We shared stories, songs, and activities about space and then created fun crafts in the library. PJ Storytime will return in September.

Programming:

Zumbini kept rolling along this summer with lots of dancing, singing, and play.

Drama Camp continued this month. We have learned this year that we may want to keep the number of 1st and 2nd grade students lower than the number of grades 3-5 and teen classes. I cannot stress enough how this program could not be a success without the help of Holly, Liz, and the teen volunteers. It takes a lot of hands on deck to keep everything rolling – it is very much like herding cats at times.

Thursday, July 2nd was our family movie day where we served up popcorn and showed the movie Zootopia 2. What first was expected to be a childrens program ended up being an all-ages program – which was great.

The National Mississippi River Museum and Aquarium came on July 9th with their sting ray touch tank to talk about these fascinating creatures. This program was paid for by the Friends of the McFarland Library and was for all ages. It was great to see children to adults enjoying this program and being brave enough to touch the rays.



Our outdoor STEAM program on the 14th had to be moved to the library because of the heat. Tarps were deployed for our slime and bubble making workshop. There was a lot of experimenting and it demonstrated that even when you follow the same recipe, everyone has a different result.

Thursday the 16th we had a family yoga session in the afternoon instead of a performer. This was a fun small group that stretched, played games, and relaxed during the program.

The following week, on the 23rd we had Magical Morgan and Liliana perform for us. They are deaf magicians that perform with an interpreter – for us the interpreter was on their computer. The room was packed (110 people!) but very quiet. They loved all of the tricks as well as learning some new signs – and wowing the magicians with some they have already learned here at the library. 😊



Our final Outdoor STEAM program was Flower Science out at the park. This was a lot of fun learning about what makes a flower special, creating our own flower presses, and making paper flowers that bloom on their own.

Thursday, July 30th was the craziest of days – our Drama Camp Finale. The kids were ready to put on their shows for friends and family. Each group had separate performance times starting at 1:00pm. The teens this year performed the one act play “The Sound of Music Murder” by Dan Zolidis. We purchased the rights and script from Mr. Zolidis as well as permission to edit the text for our purposes.

Other

Anytime Fitness approached Heather about promoting a 5k training program for our run in September. This is a free program and the trainers will also come and lead a warm up on race day. They have had some interest and Heather created a coupon for participants in the training to receive 10% off their registration.

Teen Services (Holly Wergin)

Summer Programs

Snack & Chat

July’s Snack & Chat programs continued as usual with crafts, games, and a sticker poster to look forward to every week. I’ve had a lot of new faces come in more consistently this past month, many of whom easily integrated into the group of regulars I have come every week. This month also had a new set of shenanigans, including:

- A teen who, after doing deep dives into pirate history, made homemade hardtack to feed to unsuspecting teens. Not only did they have fun revelling in the surprise of other teens at the texture of the cracker, but the teens who tried it turned it into a challenge to try to eat an entire cracker of hardtack within a certain amount of time. Veeeerrry interesting stuff.
- Two teens who, after weeks of scheduling errors, used Snack & Chat to schedule a game of Magic the Gathering that they’ve been anticipating for awhile. Many of the other teens in the room sat by to watch, so it was an entertaining time for everyone.
- On a day where I brought in watercolor supplies for a craft, someone made a watercolor picture of a goose. After the goose was made, some of the other teens started bowing to the goose picture and saying “All hail the goose.” This ramped up and culminated in some teens discussing the rules of their new goose cult (yeah, it escalated quickly).



Group Gaming

July's Group Gaming sessions have continued much like the ones in June but with some new faces every week. While over-competitiveness is always an issue, I've noticed slightly more self-awareness of behavior during video games, which is a great step forward. We've also had a few sessions this month where video games were not played at all, and teens instead chose to exclusively play Cards Against Humanity (the family version) or Uno instead. We also had one day where one teen and I played Jenga and decided to try to make a pattern with the Jenga blocks as we played; we ended up succeeding, and I have this picture to prove our accomplishment:



Dungeons & Dragons:

Our Dungeons & Dragons party this summer has been a delight. While they are just as goofy as previous years, they have done really well with following the rules and keeping it pushing when the DM tells them to. However, we did have to create the motto “LOCK IN” to remind everyone to not get too in the weeds as they were having too much fun at times; well, that and the gavel that our DM brought from home to reign everyone in.

The teens had an absolute blast with this campaign, and that is in no small part due to our volunteer DM, Mike. He gave them a lot of leeway in how they approached things, and gave them unique magic items that they loved to use at the worst times. After our final session, teens couldn’t say enough positive things about Mike. One of our more hardcore D&D players even shook Mike’s hand and sincerely thanked him for an amazing campaign. As Mike heads to college this fall, I’m still hoping we can ask for him to come back next summer to share the wealth with our teen patrons.

Teen Summer Camp:

For July, our Teen Summer Camp activities included BFF portraits, a cornhole tournament, book garden bricks, and an herbology class.

Our BFF portraits program was inspired by a Tik Tok trend where two people sit across from each other and create a portrait of the person across from them. Then, at the end, they reveal their finished portraits and have a good laugh at each other’s art. To say the teens had a blast with this is an understatement; they were so focused the whole time while just giggling to themselves. I would definitely do this program again.



With some lending from friends and family (and Heather) we were able to acquire three sets of bags boards for a cornhole tournament. Teens made teams of two and then played cornhole against each other to accrue the most wins. It was a pretty hot day, so teens took a lot of breaks and took some motivation at times to keep playing, but they had fun regardless. We ended this program with some much-deserved popsicles and ice cream sandwiches



In the spirit of our summer reading theme, our last two programs were plant themed. In one program, we transformed ordinary landscaping bricks into books that could be placed as stepping stones in a garden. This was a well-attended program, and teens really enjoyed getting to pick a book to paint. However, I would probably allow for more time for an event like this in the future as teens were stressed about how much time remained basically the whole hour (they always do this with painting, though, so it may just be an emotion brought with the activity).



Our final Teen Summer Camp program this summer, appropriately, was an herbology class. I wanted to center this program around herbs and sneak education/ STEAM into the program while still having fun. This program had three activities at different stations: teens could plant their own mini herb gardens in egg cartons, create a set of flash cards that listed the medicinal uses of common household herbs, and shake up cream in mason jars to create their very own herb butter. Liz, our youth services assistant, even brought in some fresh herbs from her garden for teens to interact with, try, and use during our program, which they loved. They especially loved making butter during this program. They loved it so much that they started yelling out to teens in the library to come join them and experience the “butter magic,” which is a term we coined as we got lost in making butter. Needless to say, this was a wonderful program to cap our Teen Summer Camp activities.

Adult Services (Sara Hendrickson)

Craft Club

- We had a full house for craft club this month, with 18 people. Patrons created amazing prints on their tote bags. One person carved two potatoes to create the image of french fries in a McDonald's container. It was amazing!
- We are taking the month of August off, as I'll be spending time training our new adult assistant.

Mystery Book Club

- We had 11 people attend this month's book club. We discussed *The IT Girl* by Ruth Ware. Overall, people enjoyed the book. We had some deeper discussions regarding unlikeable characters, the portrayal of doctors' orders for pregnant women, chapters jumping back and forth between the past and present, and plot points for the sake of plot points.

Other

- Bridge Club continues to have a steady group of 8-12 players every week. We are in the library proper for the summer months due to special summer reading programming. A few more new faces have popped up this month!
- We had a Badger Talk with Susan Carpenter (7/9) about Gardening with Native Plants. 19 people attended in person, and 40 people watched online. Not only did Susan give great information about plants, soil, and sun, she also pointed people to a website where even more information is housed.
- Know Your Village with Dean Knetter (7/16) had 6 people in attendance. Dean is the new McFarland Communications Manager/PIO.
- We wrapped up our current D&D campaign this month (7/20). 7 people attended. We're opening our next campaign to new people in hopes of expanding McFarland's love of the game.
- We took our first field trip this month to UW-Extension's Teaching Garden (7/23). 10 people attended, including a couple from Lake Mills who heard about it from the Leader-Independent Newspaper. Lisa Johnson, Horticulture Outreach Specialist for Dane County Extension, walked us through their 12 garden beds. We had the perfect weather, and it was an amazing tour. The gardens are open to the public, and I highly recommend taking a trip to walk through them.
- Our How to be a Dungeon Master Workshop (7/28) was attended by 10 people. Andrew Schwinn, our DM for the Adult D&D program, ran the workshop. He did a fantastic job. We may run something like this again, as people who couldn't make it showed interest in us having it again.
- Know Your Village with the School District is taking place 7/29. Aaron Tarnutzer, district superintendent, and Meghan Fessler, school board president, will be Stephanie Brassington's guests.
- Our Veterans of McFarland Cemetery Tour was postponed due to Extreme Heat. It's been rescheduled for Monday, August 3.

E.D. Locke Public Library - Monthly Report June 2026							
	May-26	Jun-26	Jun-25	% change June 2025 - June 2026	YTD 2026	YTD 2025	% change YTD 2025- 2026
Materials Checked Out	11,731	14,150	14,271	-1%	77,646	80,833	-4%
Materials Checked In	10,224	10,224	10,736	-5%	63,136	63,322	0%
Curbside Appointments	0	0	0	#DIV/0!	3	3	0%
Locker Pickups	0	0	1	#DIV/0!	3	2	50%
New library cards	NA	NA	109	#VALUE!	NA	338	#VALUE!
new materials added	NA	NA	296	#VALUE!	NA	2457	#VALUE!
Internet use	341	369	341	8%	2144	2000	7%
Average daily pick list	97	96	124	-29%	115	141	-18%
Visitor count	18,380	25,925	25,968	0%	130,606	126,640	3%
Wireless Internet use (#users)	1,491	1,756	1,796	-2%	9000	10081	-11%
App use	3,297	3,705	457	88%	18800	15511	21%
Study room use	128	96	88	8%	817	659	24%
Meeting room use	37	58	53	9%	343	357	-4%
Reference Questions Answered	350	341	408	-20%	2096	2716	-23%
Children's Program Participation (in-person)	117	2531	2476	2%	8174	8115	1%
Teen's Program Participation (in-person)	784	168	164	2%	1356	1314	3%
Adult's Program Participation (in-person)	151	151	110	37%	808	832	-3%
Adult's Program Participation (on-line)	25	23	1	2200%	108	705	-85%
All Ages/General Interest	61	605	980	-38%	1058	2068	-49%
Volunteer hours worked	42	122.25	127	-4%	318.25	217	47%

McFarland
SUMMARY SHEET

MEETING DATE: Monday, August 3, 2026

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: 2027 Library Draft Budget

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2027 Budget

2027 Budget

2027 Budget				
REVENUES				
	2026 Budgeted	Balance 6/30/26	2026 Projected (as of 6/30/26)	2027
Property Tax	\$ 845,250	\$ 845,250	\$ 845,250	\$ 845,164
County Library Aids	\$ 370,750	\$ 370,611	\$ 370,611	\$ 417,686
Library Fines	\$ -	\$ 23	\$ 25	\$ -
Library Fees	\$ 4,000	\$ 2,701	\$ 5,401	\$ 5,500
Library Donations	\$ -	\$ -	\$ -	\$ -
Library Interest	\$ 30,000	\$ 11,522	\$ 18,000	\$ 20,000
Tranfer from General Fun	\$ -		\$ -	\$ -
Miscellaneous Income	\$ -		\$ -	\$ -
	\$ 1,250,000	\$ 1,230,107	\$ 1,239,287	\$ 1,288,350
Expenditures				
Salaries	\$473,000	\$228,082	\$ 472,567	\$473,750.00
Part-Time	\$248,750	\$102,185	\$ 211,219	\$251,200.00
Health Insurance	\$139,500	\$69,383	\$ 138,632	\$159,000.00
Retirement	\$40,750	\$20,231	\$ 42,059	\$40,000.00
SS/Medicare	\$55,250	\$24,641	\$ 51,043	\$56,250.00
Other Benefits	\$2,250	\$682	\$ 1,364	\$2,250.00
Total Personnel	\$ 959,500	\$ 445,204	\$ 916,883	\$ 982,450
Support Services	\$ 10,000	\$ 1,615	\$ 10,000.00	\$ 10,000.00
Consulting Services	\$ 50,000	\$ 50,555	\$ 50,555.00	\$ 51,000
Utilities	\$ 42,250	\$ 20,562	\$ 42,000.00	\$ 45,000
Communication	\$ 6,500	\$ 2,493	\$ 5,000.00	\$ 5,000
Equipment Maintenance	\$ 11,500	\$ 4,793	\$ 11,500.00	\$ 8,900
Facility Maintenance	\$ 26,500	\$ 23,739	\$ 38,000.00	\$ 30,000
Total Services	\$ 146,750	\$ 103,756	\$ 157,055	\$ 149,900
Office Supplies	\$ 9,000	\$ 4,413	\$ 10,000.00	\$ 10,000
Postage	\$ 500	\$ 45	\$ 500.00	\$ 750
Dues	\$ 1,000	\$ 50	\$ 1,000.00	\$ 1,250
Meeting expenses	\$ 1,000	\$ 134	\$ 1,000.00	\$ 1,250
Training Expenses	\$ 3,500	\$ 418	\$ 3,500.00	\$ 3,500
Operating Supplies	\$ 6,250	\$ 2,050	\$ 6,250.00	\$ 6,250
Technology	\$ 37,500	\$ 14,668	\$ 37,500.00	\$ 42,000
Collection - Print	\$ 60,000	\$ 34,042	\$ 60,000.00	\$ 65,000
Collection - AV	\$ 12,500	\$ 4,357	\$ 12,500.00	\$ 12,500
Programming	\$ 10,000	\$ 10,795	\$ 12,000.00	\$ 13,500
Other Total	\$ 141,250	\$ 70,972	\$ 144,250	\$ 156,000
Total Operating Budget	\$ 1,247,500	\$ 619,932	\$ 1,218,188	\$ 1,288,350

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, August 3, 2026

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Library Board Training

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, August 3, 2026

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Space Needs Study 2026

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None

McFarland
SUMMARY SHEET

MEETING DATE: Monday, August 3, 2026

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Garbage cans & recycling bin quote

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. MXR_Terra-Spec-Sheet_2026 (1)
2. Quote Bundle - 90067 - Library Indoor and Outdoor Bins 2026 (07-31-26) (2)

INNOVAT•R®

Terra Collection

WASTE & RECYCLING BINS



PRESTWICK

  SISTER BAY
FURNITURE CO.

W248 N5499 Executive Drive • Sussex, WI 53089 USA

1 (888) 868-6297 • max-r.com

Why Terra

The Terra Collection is known for its versatility in design. With post and panel as a constant, add or remove the engraved panel design and contrasting colors depending on your recycling program needs and design aesthetics.

Rust-Free Hardware

Our fasteners are made from 316 marine-grade stainless steel and won't corrode or rust over time.

Hinged Door

Efficiency and serviceability at each bin keeps your costs down and minimizes safety hazards.

Rigid Liner

All rigid liners are included with each receptacle no matter the chosen stream.

Post & Panel Construction

We build our furnishings using dado-slot and pocket-screw construction for strength and high performance.

Turn Feet Included

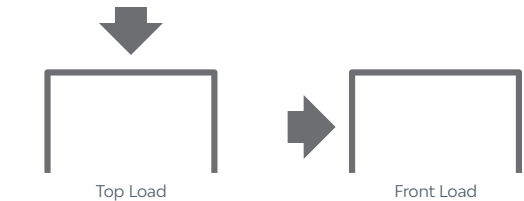
To ensure longevity and structural integrity, turn feet are included on the ends of posts.



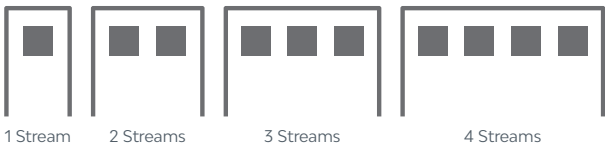
How to Order

The Terra is so much more than a blue bin. We believe that your waste and recycling program deserves a thoughtfully planned receptacle that will meet all of your functional and aesthetic needs, your brand standards, and will foster the growth of your sustainability program.

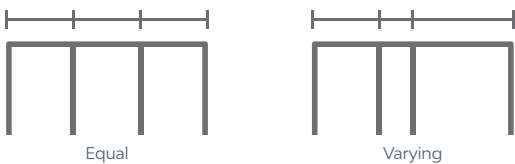
Choose Loading Style



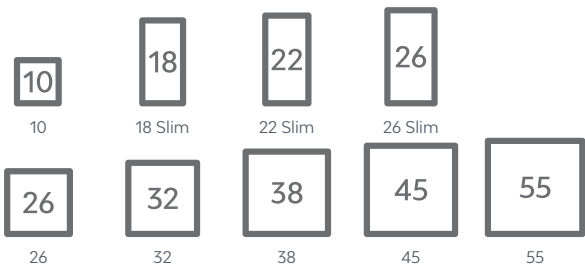
Choose Number of Streams



Choose Equal or Varying Capacities



Choose Gallon Capacity

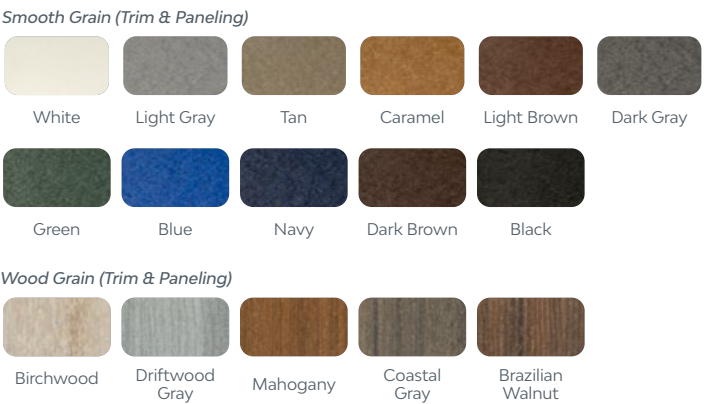


Choose Top Style

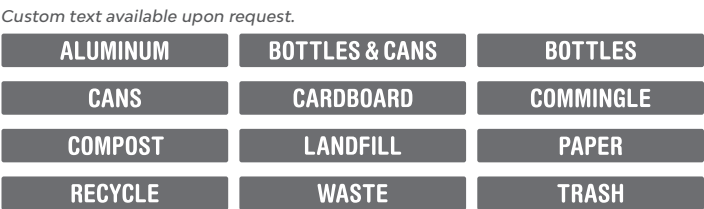


Before considering your color combinations, stream diversion, and branding, configure your Terra receptacle for each locations' specific requirements. Top or front load, gallon capacity, the number of streams, and top style can all be customized to meet your functional needs.

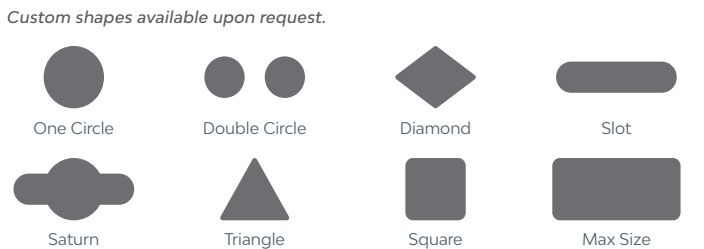
Choose Panel, Top & Trim Colors



Choose Opening ID Text



Choose Opening Shape



Symbols



More Options

The Terra—and by extension, the Innovat-R® Series—with its post and panel construction, allows for many useful accessories and structural additions to be paired with your receptacle. With these options, our customers are able to take their goals to new heights.

Graphics



Interchangeable

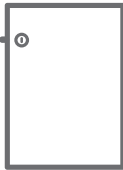


Full Door

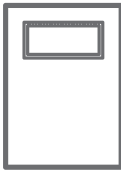


Full Panel

Security

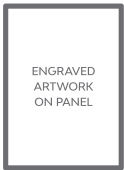


Cam Lock

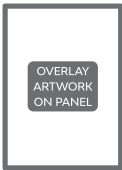


Flap Door

Logo Options



Engraved

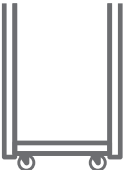


Overlay



Plaque

Mobility



Casters

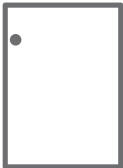
Door Pulls



Notched Out



Bent Stainless



Black Knob

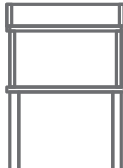
Tray Racks



Plastic



Stainless



Elevated

Header Boards



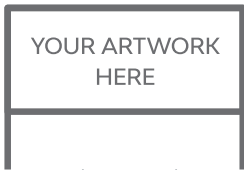
Flat Portrait



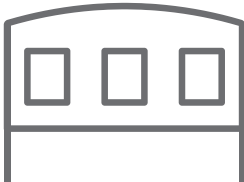
Flat Landscape



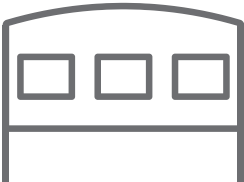
Flat Full Graphic



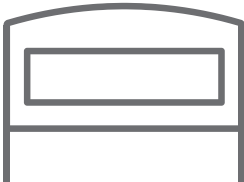
Flat Engraved



Arched Portrait



Arched Landscape



Arched Full Graphic

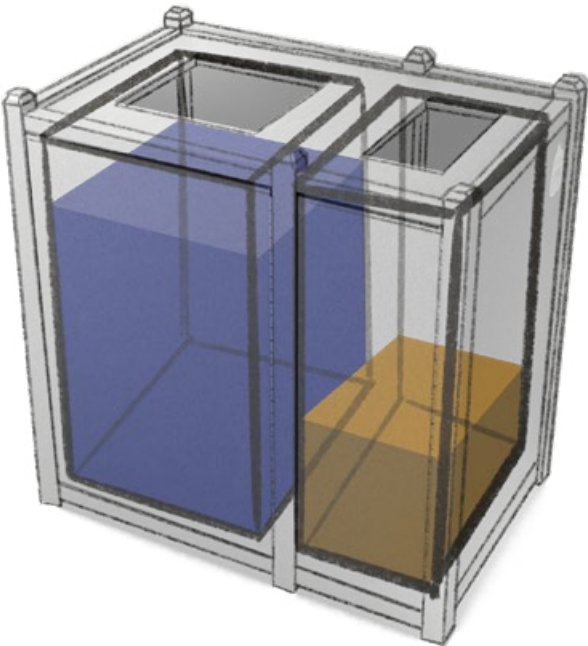


Arched Engraved

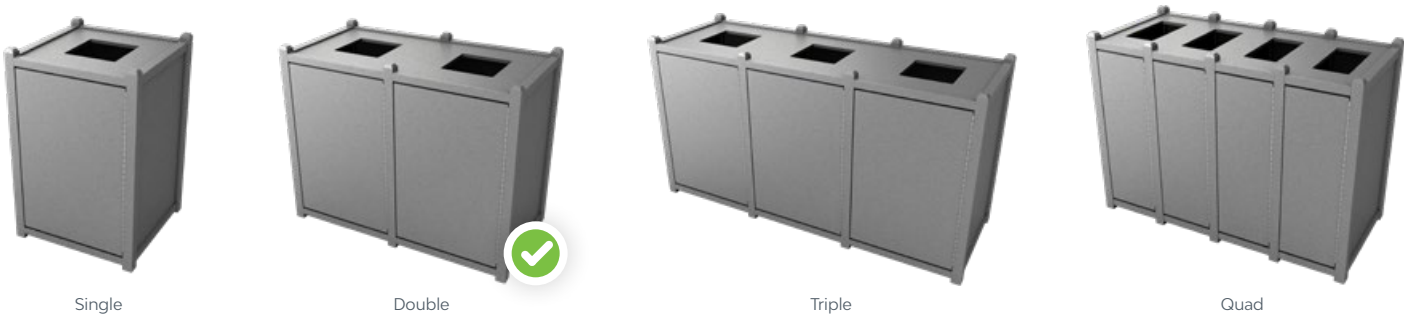
Define Your Scope

When determining the scope of your program, several variables need to be considered. These fundamental choices need to be the first step: optimal location (inside or outdoors), properly-sized capacities, and fine-tuned configurations is imperative for any successful sustainability program.

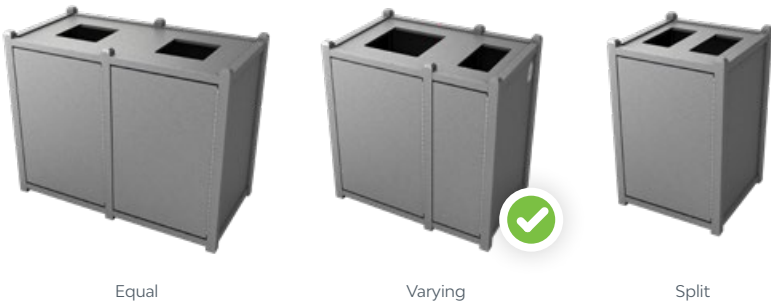
Loading Styles



Number of Streams



Configurations



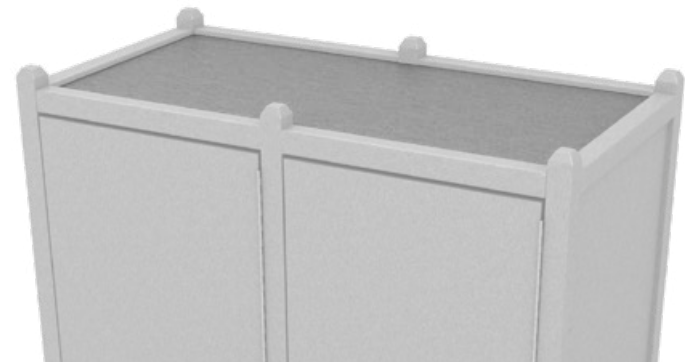
Gallon Capacities



Choose Your Top Style

The top style combines the user experience with the aesthetics of the receptacle in its space. For example, a Vail Top is slanted forward, which helps to maintain a tidy appearance when liners are inevitably filled passed their capacities. In any case, we will work through your painpoints to help determine the best solution for your particular needs.

Roof Styles



Standard



Flat



Vail



Reverse Vail
(front load only)



Curved
(front load only)

Select Your Colors

Terra utilizes posts and panels made from Max-R Lumber™, comprised of 95% pure grade recycled materials embedded with UV inhibitors and colorants. Mix and match panel, post, and top colors to create a unique solution that adheres to your unique branding, sustainability mandates, or surrounding aesthetics.

Color Combinations



Mono Tone



Two Tone



Split Color Tops



Split Color Panels & Tops



Split Color Unit

Available Colors

If looking for a specific color beyond our featured selection, we can help find what you're looking for, but a minimum purchase may apply.

Smooth Grain (Trim & Paneling)



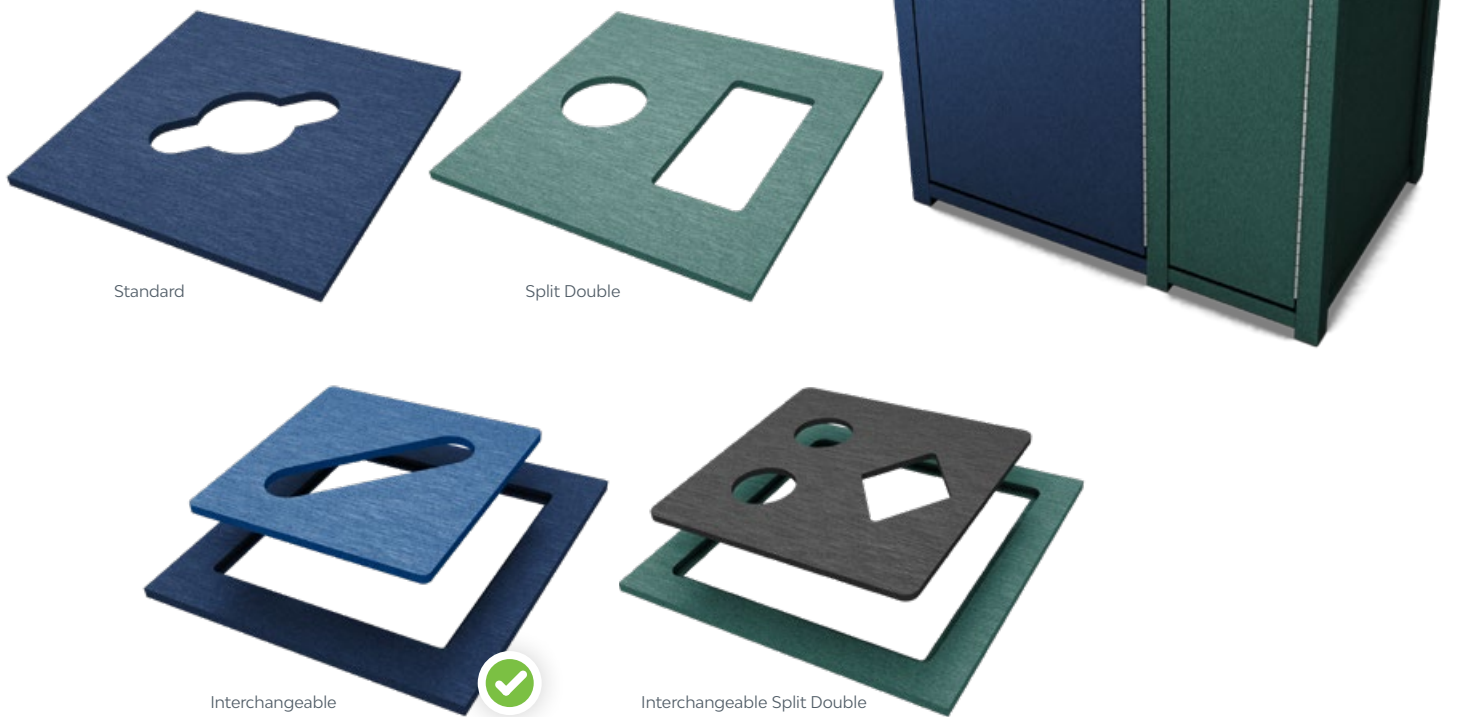
Wood Grain (Trim & Paneling)



Identify Your Streams

Cross-contamination is the enemy because it hampers your sustainability efforts and costs you money. Get ahead of it by creating effective visual cues focused on your openings through the use of color, restrictive openings, and effective labeling. With interchangeable openings, you can future proof for ever-changing goals and needs.

Restrictive Openings



Opening Labels



Add Graphics

Graphics, symbols, and logos add some effective touches that really make the receptacle your own. Symbols and graphics help to further support your stream identification while logos help end users take pride in—and become loyal to—your green efforts.

Symbols



Standard

Subtle

Wrap

Graphics



Interchangeable

Full Door

Full Panel



Branding



Engrave



Overlay



Plaque

Add Messaging

You've equipped your receptacles with an arsenal of visuals which deters what is blindly dumped into a landfill. Often times, eye-level reminders are needed to really drive the point home. With interchangeable graphics, you can continually update your messaging or simply provide general information and even display sponsorship information.



Flat Header Board



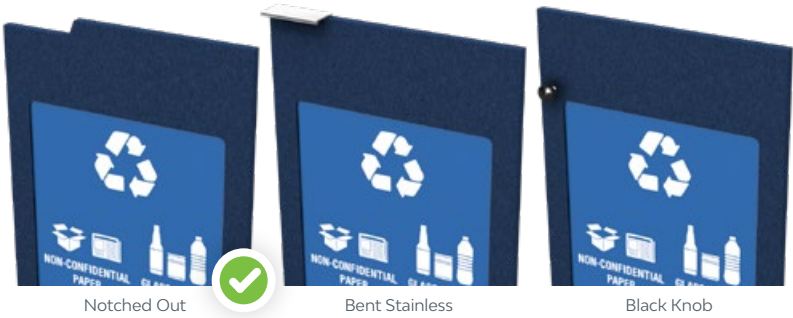
Arched Header Board



Choose Hardware

Now that you've customized your receptacle into the ideal tool in your sustainability program, some additional function may be needed. With our engineering knowhow, and over 20 years of experience, we have developed extra performance to help increase serviceability across many different customer scenarios.

Door Pulls



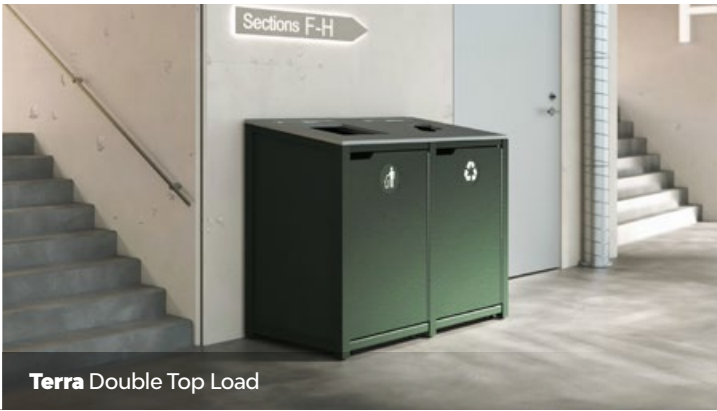
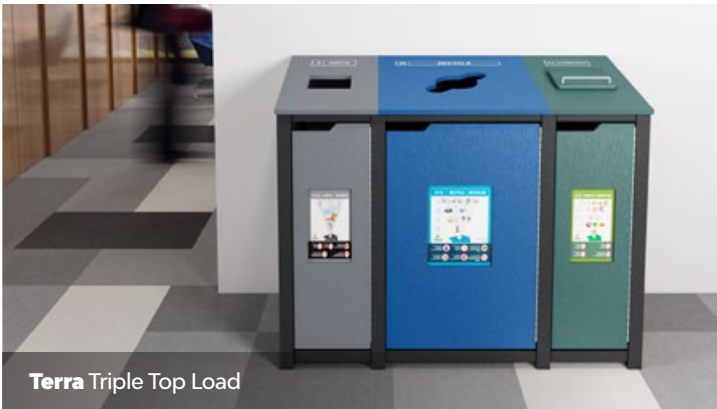
Security & Mobility



Tray Racks



Top Load Specifications



Top Load

VOL	SINGLE				DOUBLE				TRIPLE				QUAD			
(Gallons)	W	D	H	(Weight)	W	D	H	(Weight)	W	D	H	(Weight)	W	D	H	(Weight)
10	14.5	14.5	31.75	35 lbs	27.25	14.5	31.75	59 lbs	40	14.5	31.75	84 lbs	52.75	14.5	31.75	110 lbs
18 Slim	14.5	23.75	31.75	50 lbs	27.25	23.75	31.75	72 lbs	40	23.75	31.75	109 lbs	52.75	23.75	31.75	146 lbs
22 Slim	14.5	23.75	36.75	60 lbs	27.25	23.75	36.75	87 lbs	40	23.75	36.75	131 lbs	52.75	23.75	36.75	195 lbs
26 Slim	14.5	23.75	40.25	69 lbs	27.25	23.75	40.25	100 lbs	40	23.75	40.25	150 lbs	52.75	23.75	40.25	225 lbs
26	20.5	20.5	31.75	69 lbs	39.25	20.5	31.75	100 lbs	58	20.5	31.75	150 lbs	-	-	-	-
32	20.5	20.5	36.75	74 lbs	39.25	20.5	36.75	112 lbs	58	20.5	36.75	168 lbs	-	-	-	-
38	23.75	23.75	31.75	79 lbs	45.75	23.75	31.75	122 lbs	67.75	23.75	31.75	187 lbs	-	-	-	-
38 Split (18+18)	-	-	-	-	23.75	23.75	31.75	79 lbs	-	-	-	-	45.75	23.75	31.75	122 lbs
45	23.75	23.75	36.75	89 lbs	45.75	23.75	36.75	130 lbs	67.75	23.75	36.75	200 lbs	-	-	-	-
45 Split (22+22)	-	-	-	-	23.75	23.75	36.75	89 lbs	-	-	-	-	45.75	23.75	36.75	130 lbs
55	23.75	23.75	40.25	100 lbs	45.75	23.75	40.25	140 lbs	67.75	23.75	40.25	210 lbs	-	-	-	-
55 Split (26+26)	-	-	-	-	23.75	23.75	40.25	100 lbs	-	-	-	-	45.75	23.75	40.25	140 lbs

Due to product improvements, customizations such as header board additions (which adds ~ 15-20% more weight), dimensions and weights should be considered approximate. All rigid liners included. Additional streams available. Call for details.

Front Load Specifications



Front Load

VOL (Gallons)	SINGLE				DOUBLE				TRIPLE				QUAD			
	W	D	H	(Weight)	W	D	H	(Weight)	W	D	H	(Weight)	W	D	H	(Weight)
10	14.5	14.5	40	38 lbs	27.25	14.5	40	65 lbs	40	14.5	40	98 lbs	52.75	14.5	40	133 lbs
18 Slim	14.5	23.75	40	55 lbs	27.25	23.75	40	79 lbs	40	23.75	40	118 lbs	52.75	23.75	40	157 lbs
22 Slim	14.5	23.75	45	65 lbs	27.25	23.75	45	95 lbs	40	23.75	45	143 lbs	52.75	23.75	45	189 lbs
26 Slim	14.5	23.75	48.5	75 lbs	27.25	23.75	48.5	109 lbs	40	23.75	48.5	163 lbs	52.75	23.75	48.5	219 lbs
26	20.5	20.5	40	75 lbs	39.25	20.5	40	109 lbs	58	20.5	40	163 lbs	-	-	-	—
32	20.5	20.5	45	78 lbs	39.25	20.5	45	118 lbs	58	20.5	45	177 lbs	-	-	-	—
38	23.75	23.75	40	83 lbs	45.75	23.75	40	128 lbs	67.75	23.75	40	196 lbs	-	-	-	—
38 Split (18+18)	-	-	-	—	23.75	23.75	40	83 lbs	-	-	-	—	45.75	23.75	40	128 lbs
45	23.75	23.75	45	93 lbs	45.75	23.75	45	137 lbs	67.75	23.75	45	210 lbs	-	-	-	—
45 Split (22+22)	-	-	-	—	23.75	23.75	45	93 lbs	-	-	-	—	45.75	23.75	45	137 lbs
55	23.75	23.75	48.5	105 lbs	45.75	23.75	48.5	147 lbs	67.75	23.75	48.5	221 lbs	-	-	-	—
55 Split (26+26)	-	-	-	—	23.75	23.75	48.5	105 lbs	-	-	-	—	45.75	23.75	48.5	147 lbs

Due to product improvements, customizations such as header board additions (which adds ~ 15-20% more weight), dimensions and weights should be considered approximate. All rigid liners included. Additional streams available. Call for details.

Maximize Your Investments

INVEST ONCE

MAX-R LUMBER VS. OTHER MATERIALS		WOOD	ALUMINUM	STEEL	POLYSTYRENE	WICKER	WROUGHT IRON	CONCRETE
Long Lasting Durability	✓	✗	✓	✓	✗	✗	✓	✓
Doesn't Absorb Chemicals, Oil, or Water	✓	✗	✗	✗	✗	✗	✗	✗
Won't Rot, Corrode, Splinter, or Decay	✓	✗	✗	✗	✗	✗	✗	✗
Won't Leach Chemicals into Environment	✓	✗	✓	✓	✗	✓	✓	✓
Insect Resistant	✓	✗	✗	✓	✓	✗	✓	✓
Low-Maintenance	✓	✗	✓	✓	✗	✗	✓	✓
Doesn't Require Painting/Sealing/Staining	✓	✗	✗	✗	✗	✗	✗	✗
Can Withstand Outdoors All Year	✓	✗	✗	✗	✗	✗	✗	✓
Variety Of Profiles, Colors, Finishes	✓	✗	✗	✗	✗	✗	✗	✗
Made From Recycled Material	✓	✗	✓	✓	✗	✗	✗	✗
Easily Cleaned, Sanitized with Soap & Water	✓	✗	✓	✓	✗	✗	✓	✗



All Season

Suitable for all climates; stands up to rain, snow, wind, salt spray, and sunlight—leave outdoors all-year.



Pure Recycled Material

Made from purest-grade HDPE and may contribute to LEED® goals under MR 4.1 & MR 4.2.



Durable

Won't rot, split, or delaminate. Solid color throughout ensures a "like new" look for years to come.



Closed Loop

Purity allows material to be recycled multiple times, all scrap is collected for future products.



Regional Footprint

The majority of our raw materials are sourced from within a 150-mile radius of our facility in Sussex, Wisconsin.



LEED v4 Credits

Fulfills credits in the Building Design and Construction category of LEED v4 rating system, potentially earning up to 9 credits.

DOWN PAYMENT

If a down payment is required, our Accounting team will send you an invoice within 3-5 business days of approving your order confirmation. You will need to make any necessary payments at that time. Prompt response and payment will help ensure timely completion of your order. Down payments are typically required when

- You're A New Customer
- You're An Existing Customer That Has Not Ordered in 5 Years
- The Terms Are Not Net 30
- The Order is Over \$5,000

RELEASED TO PRODUCTION

Your order will be added to our production schedule after approvals are final, including payment, if terms apply. Status updates are available upon request throughout the production process.

**Revisions or cancellations made after final approval must be submitted in writing, and additional fees may apply.*

DISCUSSING THE DETAILS

Please reach out to your Sales Rep or Customer Success Specialist to clarify shipping terms or best determine your location's delivery needs.

If shipping via your own logistics or chosen carrier, please provide contact information for our Shipping team to coordinate with. Orders must be scheduled for pickup within 4 business days of initial contact. We reserve the right to ship Best Way or to a local warehouse for storage until we receive response. Incurred fees may be billed separately.

SHIPPED WITH CARE

Freight is routinely delivered on a 53' long trailer. Urban areas, residential neighborhoods, or schools typically require transferring to a smaller delivery truck for final delivery. Depending upon the size of your order and the capabilities of your receiving location, different delivery options may be necessary. Limited Access \$75

- Volume shipments are typically contact-less, wherein you are responsibly for removing your products from the truck.
- LTL (less than truckload) shipments are typically offloaded by the driver.

All shipping methods may experience unplanned delays (weather, local/government events, acts of god). The Prestwick Group will try to account for possible delays, but cannot provide guarantees and are not responsible for late deliveries.

WHAT CAN YOU EXPECT NEXT?

SCHEDULING DELIVERY

Our third-party carriers will call to confirm their estimated delivery window. If you require a specific date and time for delivery, please notify your Sales Rep or Customer Success Specialist. **If a delivery appointment or phone notification is NOT needed, please specify receiving hours.**

- Call Ahead - Included at No Charge
- Delivery Appointment - \$75
- Liftgate (motorized platform on the back of the truck) - \$100
- Driver Assistance (includes liftgate and driver offload) - \$190

Additional services, such as inside delivery, unpacking, placement, etc., may be available for an additional premium.

SHIPMENT & NOTIFICATION

Once your items are ready for shipment, we will provide you with tracking information. All items are dispatched from our headquarters in Sussex, WI. The estimated transit time is approximately 2-4 days, depending on the destination.

Please note any rips, holes, or damages to the packaging on the carrier's paperwork when signing for the shipment. **Report shipping damage within 48 hours** of accepting delivery to your Customer Success Team or Sales Rep.

- Postponing expressed on-site requests may result in storage fees.
- Returned orders will have associated shipping fees assessed upon reshipment.
- Addition of services after shipment or inability to reach noted contact may result in storage fees with the carrier and delayed receipt.



Scan or go to prestwick-group.com/faq/ for answers to frequently asked questions, care & maintenance recommendations, and brief shipping info. Please reach out to our Customer Success team for assistance. We're always happy to help!



QUOTE: 90067 - Library Indoor and Outdoor Bins 2026 (213320)

Account Name		E. D. Locke Public Library	Ship Via		-	Rep		GOV 1
Contact Name		Heidi Cox	Terms		Net 30	Created By		Ryn Soper
Phone		+16088389060	PO Number		-	Created Date		2/20/26
Email		hcox@mcfarlandlibrary.org	Tracking Email		-	Expiration Date		9/30/26
Bill To: hcox@mcfarlandlibrary.org E. D. Locke Public Library 5920 Milwaukee St McFarland, Wisconsin 53558 United States			Ship To: E. D. Locke Public Library 5920 Milwaukee St McFarland, Wisconsin 53558 United States			Shipping Contact Information: Full Name Heidi Cox Phone Number 16088389060		
Qty.	Product	Short Description – Full details outlined on product spec sheets when applicable					Unit Price	Line Total
1	WASTE RECYCLE	[213315] WASTE RECYCLE - TERRA - TOP LOAD - 2 STREAMS - 32 GALLONS - FLAT TAN TOP - TAN PANELS - DARK BROWN TRIM					\$1,963.00	\$1,963.00
2	WASTE RECYCLE	[213318] WASTE RECYCLE - TERRA - FRONT LOAD - 2 STREAMS - 32 GALLONS - FLAT GREEN TOP - GREEN PANELS - DARK BROWN TRIM					\$2,062.00	\$4,124.00
1	WASTE RECYCLE	[227796] WASTE RECYCLE - TERRA - TOP LOAD - 1 STREAM - 32 GALLONS - FLAT TAN TOP - TAN PANELS - DARK BROWN TRIM					\$1,203.00	\$1,203.00
Subtotal							\$7,290.00	
DISC-SOURCEWELL		CUSTOMER DISCOUNT - SOURCEWELL 120324-PSW					-\$1,458.00	
S/H		SHIPPING & HANDLING - **ADDITIONAL SERVICES AVAILABLE UPON REQUEST (CHARGES MAY APPLY)** PALLETS: 4ft Qty: (1) SHIPPING QUOTE VALID FOR 30 DAYS					\$286.00	
TAX		WE'RE REQUIRED TO COLLECT SALES TAX IN THE MAJORITY OF STATES. IF APPLICABLE, SALES TAX WILL BE APPLIED UPON INVOICE					TBD	
Grand Total							\$6,118.00	

Company Address W248N5499 Executive Drive
Sussex, Wisconsin 53089
USA

Phone (800) 505-7926
Organization (Fax) 888-868-7184

My signature on this quote verifies that I have approved this order and all information is accurate.

SIGNATURE
DATE

Spec Sheet For Waste and Recycling 213315
 E. D. Locke Public Library | Qty: 1 | \$1,963.00 Each | \$1,963.00 Total



Collection	Panel Design	Loading Orientation	Top Style	Header Board
Terra	Victorian	Top Load	Flat (Overhanging)	None
Material Option	Trim Style	Door Pulls	Casters	Header Graphics
All Plastic	N/A	Notched Out	None	None
Color Option	Panel Color	Trim Color	Top Color	Brand Label
Uniform Sections	Tan	Dark Brown	Tan	Max R

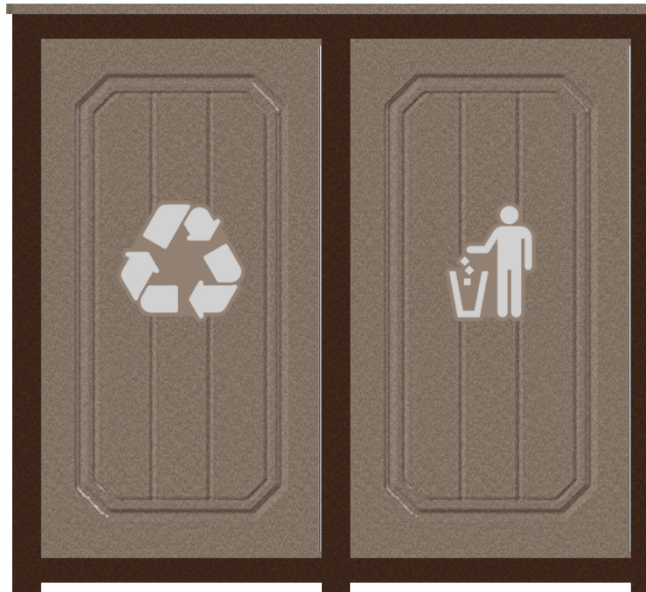
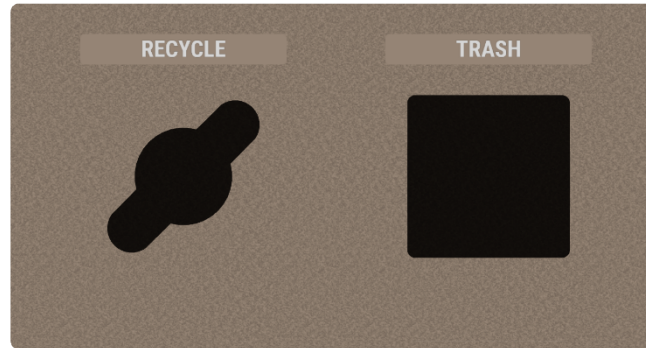
Section 1

Section 2

Capacity	32	32
Opening Shape	Saturn - 12" X 6" X 3"	Max Size - 10" Square
Opening ID: Text	Recycle	Trash
Opening ID: Type - Color	Overlaid - Text Only - White / Tan	Overlaid - Text Only - White / Tan
Front Graphic	Recycle Symbol	Trash Man
Front Graphic: Type - Color	Overlay - White / Tan	Overlay - White / Tan
Milk Jug Overlay	Yes	Yes

Initial Visual Representation For Waste and Recycling 213315

E. D. Locke Public Library | Qty: 1 | \$1,963.00 Each | \$1,963.00 Total



Spec Sheet For Waste and Recycling 213318
 E. D. Locke Public Library | Qty: 2 | \$2,062.00 Each | \$4,124.00 Total

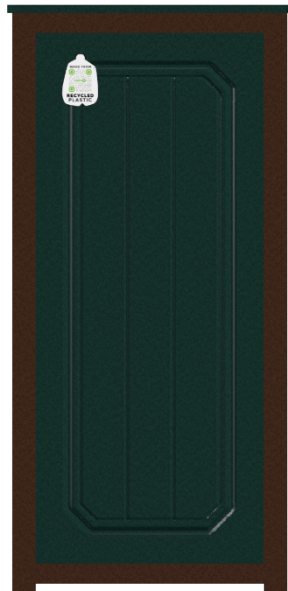


Collection	Panel Design	Loading Orientation	Top Style	Header Board
Terra	Victorian	Front Load	Flat (Overhanging)	None
Material Option	Trim Style	Door Pulls	Casters	Header Graphics
All Plastic	N/A	None	None	None
Color Option	Panel Color	Trim Color	Top Color	Brand Label
Uniform Sections	Green	Dark Brown	Green	Max R

Section 1

Section 2

Capacity	32	32
Opening Shape	Saturn - 12" X 6" X 3"	Max Size - Full Door
Opening ID: Text	Recycle	Trash
Opening ID: Type - Color	Overlaid - Text Only - White / Green	Overlaid - Text Only - White / Green
Front Graphic	Recycle Symbol	Trash Man
Front Graphic: Type - Color	Overlay - White / Green	Overlay - White / Green
Milk Jug Overlay	Yes	Yes





Collection	Panel Design	Loading Orientation	Top Style	Header Board
Terra	Victorian	Top Load	Flat (Overhanging)	None
Material Option	Trim Style	Door Pulls	Casters	Header Graphics
All Plastic	N/A	Notched Out	Standard	None
Color Option	Panel Color	Trim Color	Top Color	Brand Label
Uniform Sections	Tan	Dark Brown	Tan	Max R

Section 1

Capacity	32
Opening Shape	Max Size - 10" Square
Opening ID: Text	Trash
Opening ID: Type - Color	Overlaid - Text Only - White / Tan
Front Graphic	Trash Man
Front Graphic: Type - Color	Overlay - White / Tan
Milk Jug Overlay	Yes



Terms of Use, Liability and Design Disclaimer

1. General Product Use and Performance

All products manufactured and sold by The Prestwick Companies and its brands, including Sister Bay Furniture, are designed for use in commercial, municipal, and hospitality settings under normal conditions, with proper installation and care. While we take great pride in our craftsmanship, no product is guaranteed to be free from failure due to misuse, improper application, or unforeseen environmental or structural conditions.

2. Custom Products and Design Modifications

Custom-built products—including furniture, furnishings, or accessories that vary from our standard specifications in size, material, structural elements, finishes, or integrated features—are created based on input provided by the customer and/or the sales representative. Due to the one-off and often experimental nature of custom units:

- There is an inherently increased risk of product failure or unexpected performance limitations.
- The customer assumes responsibility for reviewing and approving all drawings, materials, and design elements prior to production.
- Sales representatives are expected to clearly communicate to the customer that any deviation from a standard offering may impact product durability, structural integrity, or compatibility with installation and usage environments.
- The Prestwick Companies and Sister Bay Furniture are not liable for failure, aesthetic variations, or performance issues that result from customer-requested design modifications, deviations from standard use, or environmental conditions outside of our testing scope.



NEED HELP? [Check our FAQ](https://prestwick-companies.com/faq)
(prestwick-companies.com/faq)

1 (800) 505-7926
prestwick-companies.com



Made in the USA

3. Standard Products

Products listed in our catalogs or quoted as standard offerings are tested and validated for performance within typical commercial use. However, all products—standard or custom—are subject to limitations and should not be used outside of their intended design purpose. Failures may occur due to, but not limited to:

- Overloading
- Excessive exposure to moisture, UV, or chemicals
- Vandalism or improper handling
- Failure to follow care and maintenance guidelines
- Incorrect or incomplete installation

4. Acknowledgement of Terms

By accepting a quote or placing an order, you acknowledge that:

- You have reviewed and approved the design specifications provided
- You understand the limitations and care requirements associated with your product(s)
- You accept responsibility for product performance when based on requested customizations or installation outside standard conditions

5. Warranty Limitations

Our limited warranty does not cover:

- Product failures caused by customer-directed design changes
- Improper installation or handling by a third party
- Normal wear and tear or cosmetic aging
- Use in conditions not appropriate for the materials selected
- Damage from misuse, neglect, or non-compliance with care instructions

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, August 3, 2026

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Permission to close the library September 9, 2026 for staff in-service day

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None