

Monday, November 3, 2025

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 members of the public to address the Library Board for items that are on or not on the agenda. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Members of the public who are present in person and wish to address the Board 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 comments to the Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to hcox@mcfarlandlibrary.org to be included as part of the meeting.
 - b. Social Media Comments
3. ACTION ITEMS
 - a. Motion to approve the minutes of the September 2, 2025 meeting.
 - b. Motion to approve the September & October 2025 invoices
4. INFORMATION ITEMS
 - a. Budget Update
 - b. Director's Report
 - c. August & September Statistical Report
 - d. Community Center
5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION
 - a. 2026 Budget
 - b. 2026 Library Closed Dates
 - c. Review Strategic Plan Goals
 - d. Omni Fire Panel Quote
 - e. McFarland Youth Center Update
 - f. Discussion and action on entering into Closed Session pursuant to Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss a Library Director's 2025 performance evaluation

g. Discussion and action to reconvene into Open Session from Closed Session.

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.

Joan's Post



Joan Kranz

★ Rising contributor · September 29 at 4:09 PM · 🌐



Shout out the library staff in McFarland. I witnessed an elderly gentleman needing assistance to navigate something electronically. He was not familiar and had some hearing difficulties but the staffer was so kind, patient and willing to take the time to assist him. Kudos.



205

12 comments



Like



Comment



Send

Most relevant ▼



Dawn Steinhofer

I've been there recently to make copies and every one is so helpful at the library.
👏👏

2d Like Reply



Megan Ruby 🌟 Top contributor

The entire library staff is so caring and incredibly helpful and kind to everyone! Such an amazing local library. ❤️

3d Like Reply



Karissa Andrews ★ Rising contributor

Librarians and libraries are such a blessing! We have a great one.

3d Like Reply



Signe Rose

Excellent. The library is so friendly and welcoming. Each time I'm there with a grandson, we see it.

3d Like Reply



Judy Endow · Follow

I love our library! The staff has always been helpful to me when I've had questions.

3d Like Reply





Judy Endow · [Follow](#)

I love our library! The staff has always been helpful to me when I've had questions.

3d Like Reply

4



Judith Cirves ★ Rising contributor

I agree! I was patiently helped to make copies of a couple of legal documents a couple of weeks ago! Not so simple anymore, needs tech skills this lady in her 80's does not possess ❤️

3d Like Reply

3



Kristin Keir

So many of the workers at the McFarland library are lovely! What a service! ❤️🥰

3d Like Reply

3



Liz Stolz

Love the McFarland Library!!!!

3d Like Reply

3



John Maniaci [Admin](#) 🏆 All-star contributor

Library staff is amazing ❤️❤️❤️❤️🏆🏆🏆🏆🏆🏆🏆🏆🏆🏆

3d Like Reply

3



Jan Thiel ★ Rising contributor

I really like the staff at our library. Thanks, gals

3d Like Reply

2



Robyn Steckel

We're so lucky with the library team!

3d Like Reply

2



Dodi Kuehl 🏆 Top contributor

Thanks for the "Do Something Good" post, **Joan Kranz** ❤️

3d Like Reply

4

VILLAGE OF MCFARLAND

Library Board Minutes

Tuesday, September 2, 2025 - 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, Evan Richards, Peter Sobol

Members not present: Mona Nelson

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

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3. ACTION ITEMS

- a. *Motion to approve the minutes of the August 4, 2025 meeting.*
Motion by Member Evan Richards, second by Member Staci Fritz, to approve the minutes of the August 4, 2025 meeting. Motion carries 5 - 0 - 1 by acclamation, with Peter Sobol abstaining.
- b. *Motion to approve the August 2025 invoices*
Motion by Member Staci Fritz, second by Member Peter Sobol, to approve Motion to approve the August 2025 invoices Motion carries 6 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

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

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- a. *Exemption from County Library Levy*
- b. *McFarland Cemetary Records*

c. Meeting Room Blinds Quote

Motion by Member Peter Sobol, second by Member Karin Mandli, to approve Meeting Room Blinds Quote totaling \$4,527.79. Motion carries 6 - 0 - 0 by acclamation.

d. Door Access Equipment Repair

Motion by Member Karin Mandli, second by Member Staci Fritz, to approve Door Access Equipment Repair totaling \$5,235.00 Motion carries 6 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Member Karin Mandli, second by Member Peter Sobol, to adjourn at 6:11

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

September 2025 Invoices

Vendor	Amounts	Description
1901 INC	\$480.00	Electric Monitoring
AMAZON CAPITAL SERVICES	\$1,472.04	Office Supplies, DVDs & CDs
ASSOCIATED TECH SERVICES	\$1,388.00	Automatic Locks and door opener repair
AT&T MOBILITY II LLC	\$37.09	Library cell phone
AVANT GARDENING & LANDSCAPING	\$1,470.38	Landscape Maintenance
CORPORATE BUSINESS SYSTEMS	\$347.33	Copier Lease
CROWLEY, KIMBERLY	\$300.00	Program fee
FRONTIER	\$349.06	Library Phone
INGRAM LIBRARY SERVICES	\$4,016.42	Books
KRAUSE FAMILY BAND	\$500.00	Program Fee
LEWIS, CHAD	\$300.00	Program Fee
MCFARLAND ACE HARDWARE	\$84.75	Facility Repairs
MENARDS - MONONA	\$79.84	Facility Repairs
MICROMARKETING LLC	\$234.90	Audio Books
NABCO ENTRANCES, INC.	\$246.58	Automatic Locks and door opener repair
NELSON, ERIN	\$37.00	Lost Book Payment
TODAY'S BUSINESS SOLUTIONS INC	\$1,198.00	Equipment Maintenance
US CELLULAR	\$43.75	Library cell phone
VESTIS LLC	\$301.65	Mat Rental
WILS	\$9,013.95	Database Subscriptions
Grand Total	\$21,900.74	

E. D. Locke Public Library

October 2025 Invoices

Vendors	Amounts	Description
AMAZON CAPITAL SERVICES	\$1,280.18	Office Supplies, DVDs, CDs, books
AT&T MOBILITY II LLC	\$37.10	Library Cell Phone
AVANT GARDENING & LANDSCAPING	\$579.41	Landscape Maintenance
BIG RIVER MAGAZINE	\$43.00	Magazine Subscription
CORPORATE BUSINESS SYSTEMS	\$307.38	Copier Lease
DANE CO LIBRARY SERVICE	\$95.00	Books
FRIENDS OF THE MCFARLAND LIBRARY	\$97.00	Credit Card Charges
HJ PERTZBORN	\$370.00	Sprinkler Inspection
HOFFMAN, KAREN ANN	\$664.82	Program Fee
INGRAM LIBRARY SERVICES	\$4,117.64	Books
JM BRENNAN INC	\$2,010.85	HVAC Repairs
MAPES, MEGHAN	\$20.00	Lost Book Reimbursement
MICROMARKETING LLC	\$165.89	Audio Books
ORIENTAL TRADING CO	\$91.96	Program Supplies
RACE DAY EVENTS	\$973.75	5K administration
SCHILLING SUPPLY COMPANY	\$590.94	Operating Supplies
US CELLULAR	\$43.75	Library Cell Phone
VESTIS LLC	\$250.38	Mat Rental
WILS	\$4,648.42	Database Fees
Grand Total	\$16,387.47	

2025 Budget Update

REVENUES										
		Budget Amount	July Actual	August Actual	September Actual	October Estimated	YTD Estimated	% of Budget total	% to hit target	amount it should be to hit target
Property Tax	41110	\$ 800,750.00	\$ -		\$ -		\$ 800,750.00	100.00%		
County Library Aids	43720	\$ 367,000.00	\$ -		\$ -		\$ 367,810.00	100.22%		
Library Fines	45190	\$ -	\$ 2.90	\$ 1.00	\$ -	\$ -	\$ 25.30			
Interest	48100	\$ 30,000	\$ 1,302.39	\$ 1,475.64	\$ 1,400.00	\$ 1,400.00	\$ 20,237.36	67.46%	83%	
Transfers from other Act.	48500-101	\$ -					\$ -			
Library Fees	46710	\$ 3,500	\$ 463.22	\$ 463.55	\$ 337.27	\$ 380.00	\$ 4,028.80	115.11%	83%	\$ 2,916.67
		\$ 1,201,250.00	\$ 1,768.51	\$ 1,940.19	\$ 1,737.27	\$ 1,780.00	\$ 1,195,351.46	99.51%	83%	
Expenditures										
Salaries	110	\$449,000.00	\$ 36,672.06	\$ 37,485.30	\$ 36,537.28	\$ 36,764.06	\$383,612.72	85.44%	83%	\$ 374,166.67
Part-time	120	\$234,500	\$ 15,445.65	\$ 14,740.16	\$ 15,122.61	\$ 15,991.32	\$159,646.75	68.08%	83%	\$ 195,416.67
Health Insurance	130	\$144,500	\$ 11,833.61	\$ 5,221.33	\$ 11,608.92	\$ 11,608.92	\$111,396.99	77.09%	83%	
Retirement	131	\$39,000	\$ 2,974.03	\$ 2,861.33	\$ 2,852.27	\$ 2,925.73	\$31,184.33	79.96%	83%	\$ 32,500.00
SS/Medicare	132	\$52,250	\$ 3,882.63	\$ 3,879.84	\$ 3,829.65	\$ 3,913.43	\$41,084.04	78.63%	83%	
Other Benefits	135	\$2,500	\$ 178.12	\$ 19.74	\$ 143.47	\$ 143.47	\$1,488.81	59.55%	83%	
Total Personnel		\$921,750.00	\$70,986.10	\$64,207.70	\$0.00	\$71,346.93	\$728,413.64	79.03%	83%	\$ 768,125.00
					\$ -					
Support Services	210	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ 1,704.56	14.20%	83%	\$ 10,000.00
Consulting Services	211	\$ 49,750	\$ 145.85	\$ -	\$ -	\$ -	\$ 54,038.85	108.62%	83%	\$ 41,458.33
Utilities	220	\$ 40,000	\$3,582.25	\$3,359.98	\$2,911.77	\$2,754.88	\$ 28,543.58	71.36%	83%	\$ 33,333.33
Communication	221	\$ 6,500	\$805.03	\$367.19	\$760.00	\$80.85	\$ 5,211.04	80.17%	83%	\$ 5,416.67
Equipment Maintenance	240	\$ 11,000	\$191.27	\$680.32	\$1,545.33	\$85.40	\$ 9,373.21	85.21%	83%	\$ 9,166.67
Facility Maintenance	242	\$ 23,250	\$4,317.25	\$2,246.00	\$4,343.68	\$1,948.88	\$ 48,772.47	209.77%	83%	\$ 19,375.00
Other Contractual Services	290	\$ -					\$ -	0.00%	83%	
Total Services		\$ 142,500.00	\$ 9,041.65	\$ 6,653.49	\$ 9,560.78	\$ 4,870.01	\$ 147,643.71	103.61%	83%	\$ 118,750.00
Office Supplies	310	\$ 8,500	\$ 1,028.78	\$ 92.84	\$ 710.60	\$ 501.75	\$ 6,525.01	76.76%	83%	\$ 7,083.33
Postage	311	\$ 250	\$ 175.31	\$ 13.46	\$ 4.96	\$ -	\$ 267.58	107.03%	83%	\$ 208.33
Dues	320	\$ 750	\$ -	\$ -	\$ 215.00	\$ -	\$ 365.00	48.67%	83%	\$ 625.00
Meeting Expenses	330	\$ 1,000	\$ 18.46	\$ -	\$ -	\$ -	\$ 73.84	7.38%	83%	\$ 833.33
Training Expenses	331	\$ 3,250	\$ 1,488.50	\$ -	\$ -	\$ -	\$ 3,161.05	97.26%	83%	\$ 2,708.33
Operating Supplies	340	\$ 5,000	\$ 53.58	\$ 897.03	\$ (395.17)	\$ 590.94	\$ 3,478.28	69.57%	83%	\$ 4,166.67
Technology	342	\$ 36,750	\$ 95.99	\$ -	\$ 9,013.95	\$ -	\$ 23,969.65	65.22%	83%	\$ 30,625.00
Collection - Print	344	\$ 60,000	\$ 5,383.64	\$ 4,704.23	\$ 3,861.82	\$ 842.72	\$ 44,544.69	74.24%	83%	\$ 50,000.00
Collection - AV	345	\$ 12,500	\$ 741.73	\$ 569.17	\$ 809.60	\$ 373.99	\$ 5,336.62	42.69%	83%	\$ 10,416.67
Library Miscellaneous	390	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	83%	\$ -
Programming	391	\$ 9,000	\$ 2,465.06	\$ 1,610.06	\$ 1,249.17	\$ (1,560.22)	\$ 10,936.59	121.52%	83%	\$ 7,500.00
Other Total		\$ 137,000.00	\$ 11,451.05	\$ 7,886.79	\$ 15,469.93	\$ 749.18	\$ 98,658.31	72.01%	83%	\$ 114,166.67
Total Budget		\$1,201,250.00	\$ 91,478.80	\$ 78,747.98	\$ 25,030.71	\$ 76,966.12	\$ 974,715.66	81.14%	83%	\$ 1,001,041.67



September & October Highlights

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

Endowment –

August 2025	September 2025	Difference	YTD Difference	Contributions
\$234,779.87	\$249,120.04	\$14,340.17	\$26,558.39	\$7,500

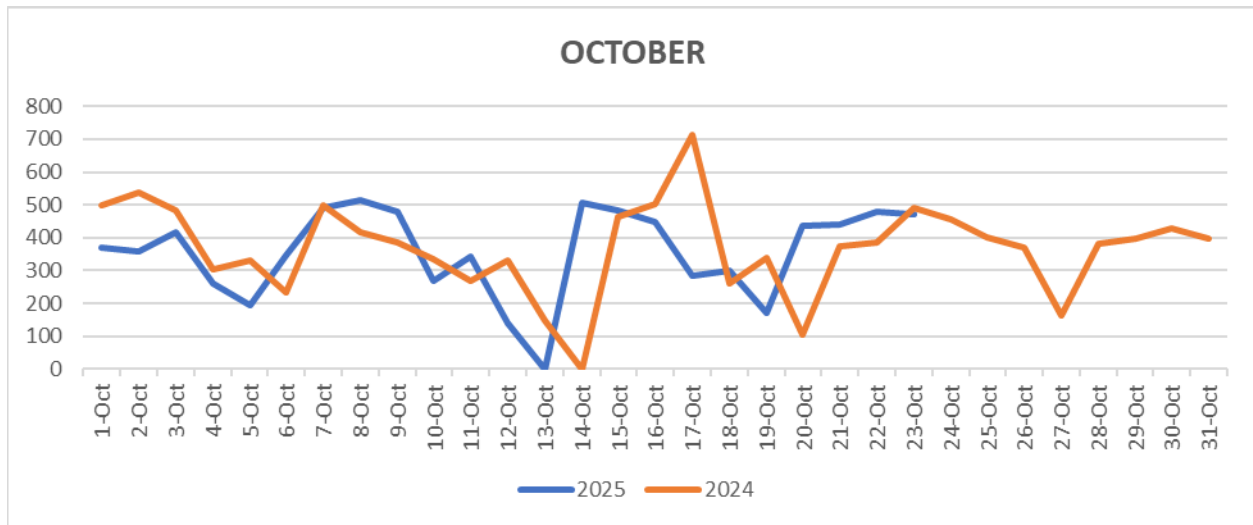
- **Staffing** –
 - One of our part-time Shelves resigned for a full-time position. We're working on filling the position. One of our substitute Circulation Assistants resigned in October. We won't be filling that position at this time.
- **Library Facilities Management**
 - **HVAC**
 - No issues
 - **Electrical/Lighting**
 - **Door Locks**
 - Latches for the Long st. doors have been replaced so there are no issues.
 - **2025 Capital Projects**
 - HVAC Controls and Server upgrade-Done
 - New Study Room – I've asked for a quote from EBI on the Poppin Pod. After reviewing all of the information, we think this will be the best fit for us.
https://www.poppin.com/products/poppinpod-for-1-109922?_gl=1*_rep8mg*_up*MQ..*_gs*MQ..&gclid=Cj0KCQjwsPzHBhDCARIsALiWNG2FFfXTyrXNVFhDoXgKws49SGP480adXjEsmX6YQHvQOzx5OET1MO8aAi_8EALw_wcB&gbraid=0AAAAADvdYyE2_RAcFnklsnmnmZrjOPWmqJ
 - Meeting Room Blinds – the blinds in the meeting room have been replaced.
- **McFarland Community Festival** – The Community Festival went well. Community Groups reported better sales and participation than last year. The 2026 dates have been set for September 25-27.
- **Community Read** – We're partnering with the school district on a community read of *The Anxious Generation*. There will be two sessions for discussion in early 2026. One session will be held at a school and one held at the library.

Library Circulation (Kelly Heasty)

- B&T dissolution severely impacting our supplier, Ingram – and that, in conjunction with some changes Ingram made to our account has significantly delayed our shipments. Sara and I have communicated with our Ingram sales rep several times, but it has not amounted to much in terms of expediting any high demand books. We have also touched base with Amazon, Barnes and Nobel and MicroMarketing in order to determine if they might be viable options for sourcing high demand items – at least until Ingram gets their act together. Meeting scheduled next week with HC and Youth librarians. I created

a matrix comparing the different services for our meeting next week. Let me know if you need further details/stats about shipments – or lack, thereof from Ingram.

- **McFarland Community Response Team:** Met on 10/23, but neither Food Pantry contact nor Dane County contact were available. I have been working with Lucero & Judy at the Food Pantry to get Lucero's flyer with office hours into food bags a week before she is available and then a poster on the sandwich board during the day she has office hours. Hoping this will increase her traffic here.
- Amy and I to work together on a community resource guide similar to what Oregon has. We'll pool together information from Staff website, Senior outreach, any other info we can find.
- Staffing Children's Information Desk – started scheduling Circulation staff at the Children's Information Desk on Saturday mornings. We noticed that the Children's area is really busy Saturday mornings and we began scheduling Circ staff at the desk in September. Families have really appreciated having a staff person available to answer questions.
- **OCT LIBRARY VISITS: TREND**



Youth Services (Heather Kent)

Storytime:

Storytimes continue to be busy as usual. Thursday, October 2nd we had Ricardo from Dane County Library Services come and do a Spanish storytime. He goes to other libraries in the area but said McFarland is always his biggest/most enthusiastic group.

Thursday, October 16th was our first PJ Storytime – Monster Storytime. Always a fun time because the kids get to dress up in their Halloween costumes. We got out the bubble guns to spray away during our movement part of the program.



Programming:

Zumbini continues to be a hopping time with a couple days of smaller groups – which is nice with how wild it can be at times. We will have one more class of this session and then start the second session at the end of November.

Our D&D Club met for the first time this month with 6 very enthusiastic students in grades 3-5. There is a variety of experience – from never played to living and breathing D&D. This year we are going to go back to the basic beginner adventure with the Mines of Phandelver module. This is a great module to introduce the participants to the world of D&D.

Magic Tree House Book Club this month had 17 very enthusiastic K-2 students. We discussed “Narwhal on a Sunny Night”, played a game of islands using hula hoops, and built Viking ships. I was able to wrangle this crazy group with the help of one of our volunteers – Julia.

Graphic Novels Book Club this month discussed the first Lightfall book and Investigators. I try to have two different type of books for them to read although most participants read both. As our activity we played a creative thinking game called “Goat Crashers” where they are a goat that needs to break in to a party and achieve a goal they have set for themselves. One of the great things about this group is that even with us doing activities – they also are reading during our program. If they get their hands on the next months book they want to start reading right away.

Cottage Grove programming continue on the 1st and 3rd Friday of the month. Liz and Heather alternate who leads the programming – Liz does the storytime on the 1st and Heather does zumbini programming on the 3rd. Numbers were a little low in September but seem to be picking up in October.

Friday, October 24th we had Mel Reusche of the Wisconsin Geological and Natural History Survey come and present an interactive program as part of the WI Science Festival. This program was best for kids grades 3-5 and included a talk and hands on activities.

Other

The third grade classrooms visited at the start of the month as part of their community field trip. Heather changed up the tour a bit to include a book reading and interactive scavenger hunt around the children’s library. The teachers had requested something a little more interactive because the students tend to get a lot of just adults talking to them on these tours. The feedback was very positive so we will continue along this track for the next year’s tours.

Saturday, October 18th Heather and Liz had a trunk at the MSD PTO Trunk or Treat. This year’s trunk theme was D&D and included a giant D20 kids could toss. Over the 2 hours of the event they saw 766 people!

The Community Festival in September was a wild one this year. We had a Creepy Crawly Critters program that Heather and Liz helped with. Then on Saturday morning it was our annual “On Your Bookmark...Go!!!” 5k Run/Walk with Kids

Dash. We were blown away by the amount of participants this year. 223!!! We under-ordered hats for this year's event and had to place a second order in with 4 Imprint. This was a great event with around 400 people in attendance.



Teen Services (Holly Wergin)

- **Programming**

- *College Planning Program w/ Mark Mastalski* - Mark Mastalski, a new McFarland local and independent higher education consultant, offered up his knowledge and services to put on a presentation about applying to colleges in 2025. Two of our attendees were a father and son duo who really valued the information; the dad told us he had very little knowledge about how best to apply to colleges, and he left feeling like he had more direction to help his two sons. Mark will be returning for a workshop on financial planning in October, as well.
- *Snack & Chat & Teen Hangout*

Snack & Chat and Teen Hangout have continued regularly throughout October, both of them including crafts, games, and a sticker poster each time. Throughout October, I've seen teens gain a renewed interest in card games, particularly playing Uno and Cards Against Humanity regularly at programs. They've also been consistently requesting more gem painting, with many of them returning to the program to finish a gem painting project they started previously. We've also consistently had 1 or 2 new unique teens every week, each of them finding something they enjoy at either program.
- *UnBook Club*

At UnBook Club this month, teens discussed recent reads while making some recycled book page banners with stamps. I chose this craft because I knew the teens loved stamping, and they proved it by giving themselves fake tattoos with the stamps. This program continues to bring in a good amount of teens who are looking for a chill, relaxed time together. We drink hot cocoa, chat, do our activity, and I continued the tradition of reading to them a new YA book this session. Once again, I heard multiple teens say they love being read to.
- *Teen STEAM*

For this month's Teen STEAM, teens created haunted gingerbread houses using graham crackers, icing, and a whole slew of decorations. While we had a less of a turnout than usual,

the teens who showed up connected and got a lot more say in what we did during the program, including what music we listened to and breaks to watch videos.



- *VolunTeens* - This month, we had 7 volunteers contribute 16 volunteer hours to the library through programs like Lego Club, After Hours, and PJ Storytime.
- *D&D* - This month, we had two Saturday D&D sessions at the Municipal Center. The six teens who participate in this program always have a great time with our volunteer DM, Mike Moderski. I'm currently working with Mike to plan ahead for the spring D&D sessions.
- *After Hours* - October was our first After Hours of this school year, and we kicked it off with a Halloween-themed scavenger hunt throughout the library. Four teams competed to find 12 different items around the library using clues and puzzles that I put together and hid strategically throughout the different areas of the library. The teens worked together really well and they all had an amazing time! All of the teams won some Halloween candy as a prize, and the winning team who completed the hunt first won an Ian's Pizza coupon. As additional activities, I also created a game where teens guessed how many candy corn were in a jar; the person who was closest won the candy. At the end, I also took a vote for the best costume of the night, and that teen won a tiny trophy for their accomplishment. I heard so many teens say they were having fun throughout the night, and the teen who won the costume contest said "I'm so glad I didn't stay home and play video games tonight."





- *Financial Aid Workshop w/ Mark Mastalski*

On Tuesday, October 28th, Mark Mastalski will be coming back to the library for a program on Financial Aid and FAFSA for prospective college students.

- *Pumpkin Painting*

Since there were five Thursdays this month, I used the extra Thursday afternoon for a special program of pumpkin painting. Teens can come in and paint a complimentary pumpkin however they wish.

- *Wisconsin Rocks!*

For the Wisconsin Science Festival, and partnering with Badger Talks, I coordinated with Mel Reusche from the Wisconsin Geological and Natural History Survey to come in for a program on Wisconsin fossils and rocks. This was planned on a no-school day and mainly targeted grades 3-5, but people of all ages attended with great interest. Participants got to learn a little about Wisconsin's geological history, then interacted with some fossils and rocks, as well as a 3D map showing where these fossils were located in Wisconsin.

Adult Services (Sara Hendrickson)

Programming:

Craft Club

- We had 10 people attend craft club. Katie led the group through making homemade postcards using cardboard, colored paper, and markers. She made sure they were acceptable to mail so patrons could send them in the USPS. We got some new faces, which is always good!
- October's craft is Adult Coloring Books & Doodling. Katie is in charge of marketing, planning, prepping, and leading this month.

Other

- Bridge Club had anywhere from 9-13 players attend each week. We also had some new faces join us from other community Bridge groups.
- Our monthly D&D continues to move along with their campaign. We had 10 people, as one of the members brought a friend to watch.
- I did a Lunch & Learn at Senior Outreach in conjunction with Library Card Sign Up Month (9/8). 15 people attended. I walked through all the things you can do with a library card. Senior Outreach would like to make this an annual event, and I think that's a great idea.

- Family Game Day (9/13) had 20 people throughout the day, a mixture of both old and new faces. Mike Moderski donated some more games for prizes, and Tim Kalamarz donated a Klask game to the library. These two gentlemen continue to go above and beyond for the library.
- We had two guided bird walks: one at Indian Mound Park (9/4) and one at Orchard Hill Park (9/25). A total of 8 people attended, including some new faces.
- Ron Larson did two Historical Markers Walking Tours during the Community Festival (9/27). A total of 13 people attended both of them. The first walk had some long time McFarland residents, and they added their own stories to Ron's well-researched tidbits.
- Our US Foreign Policy Presentation (9/29) went really well. 22 people attended, and McFarland Cable recorded it for future viewing. Katie was the point person for this program, and coordinated with the main UW-Professor to get four experts on various US policies.
- Met with Teal Rowe to discuss and plan a Japanese Tea Ceremony in March 2026.
- Connected with Dexter Patterson to discuss an author visit in April 2026. Dexter is co-founder of the BIPOC Birding Club in Madison, and his book *Birds of the Great Lakes* comes out this October.
- Met with Caring Quilts Crew to disseminate quilt squares and finalize plans for Caring Quilts Reception.
- Met with Ron Larson to discuss a Conrad Elvehjem program in February 2026.
- Our Bridge Basics series has had 14 people each week (10/3, 10/10, 10/17). We will have one final session on 10/31 focused on practicing the rules and skills people have learned.
- Patrons had a wonderful time watching Forward Theater's monologue series: Guilty Pleasures (10/8). Five actors performed monologues for 22 patrons. They then stayed for a Q&A. It was a great experience, and we hope to have FTC back in the future!
- Kim Crowley returned for a Ho-Chunk Food Tasting (10/11). 35 people came to try her dishes. Kim also spoke to the crowd before dishing out her food. It was a great afternoon. Katie was the lead for this program.
- The highlight of the month had to be Mike Leckrone's Badger Talk (10/22). This was in conjunction with the Wisconsin Science Festival. 48 people attended, and he dazzled us with story after story of his time with the band.
- Chad Lewis returned for another spooky program, "Wisconsin's Most Haunted Places" (10/23). 23 people attended. Chad always does a great job; it's evident he takes his time to research and plan his programs before presenting them to the public.
- Connected with Veronica Hinke to book a program for October 2026 featuring her Edgar Allan Poe recipe book. We had the privilege of having Veronica in 2024 for her Titanic Menus program.
- Booked Bob Block, a member of the Oregon Area Historical Society, for an April 2026 program on WWII POW camps in Wisconsin.
- Met with Brenna Marsicek from Southern Wisconsin Bird Alliance to discuss the upcoming Christmas Bird Count program in December.
- Met with Kelly Heasty to begin planning our Trivia Event for January 2026.

E.D. Locke Public Library - Monthly Report August 2025							
	Jul-25	Aug-25	Aug-24	% change May 2024 - May 2025	YTD 2025	YTD 2024	% change YTD 2024-2025
Materials Checked Out	15,015	14,107	14,728	-4%	109,955	113,685	-3%
Materials Checked In	11,961	11,667	12,162	-4%	86,950	88,965	-2%
Curbside Appointments	0	0	0	#DIV/0!	3	8	-63%
Locker Pickups	0	0	0	#DIV/0!	2	1	100%
New library cards	90	73	56	23%	501	424	18%
new materials added	408	324	241	26%	3189	2766	15%
Internet use	442	402	334	17%	2844	2211	29%
Average daily pick list	138	130	119	8%	NA	NA	
Visitor count	26,641	23,642	23,737	0%	176,923	171,108	3%
Wireless Internet use (#users)	1,830	1,742	1,516	13%	13653	12139	12%
App use	2,756	2,621	2,940	-12%	20888	24375	-14%
Study room use	128	105	69	34%	921	691	33%
Meeting room use	62	32	25	22%	451	363	24%
Reference Questions Answered	501	397	326	18%	3614	2396	51%
Children's Program Participation (in-person)	1549	490	0	#DIV/0!	10154	8961	13%
Teen's Program Participation (in-person)	219	0	387	-100%	1533	1661	-8%
Adult's Program Participation (in-person)	177	149	502	-70%	1158	1116	4%
Adult's Program Participation (on-line)	37	45	0	#DIV/0!	775	509	52%
All Ages/General Interest	30	771	0	#DIV/0!	2869	0	
Volunteer hours worked	148.75	58.5	38.7	51%	509.75	440	16%

E.D. Locke Public Library - Monthly Report September 2025							
	Aug-25	Sep-25	Sep-24	% change May 2024 - May 2025	YTD 2025	YTD 2024	% change YTD 2024-2025
Materials Checked Out	14,107	12,422	12,922	-4%	122,377	126,607	-3%
Materials Checked In	11,667	10,422	10,164	2%	97,372	99,129	-2%
Curbside Appointments	0	1	0	100%	4	8	-50%
Locker Pickups	0	0	1	#DIV/0!	2	1	100%
New library cards	73	57	94	-65%	558	518	8%
new materials added	324	453	479	-6%	3642	3245	12%
Internet use	402	361	387	-7%	3205	2968	8%
Average daily pick list	130	134	128	4%	NA	NA	
Visitor count	23,642	23,498	22,714	3%	200,421	193,822	3%
Wireless Internet use (#users)	1,742	2,011	1,702	15%	15664	13841	13%
App use	2,621	2,628	2,866	-9%	23516	27241	-14%
Study room use	105	112	56	50%	1091	825	32%
Meeting room use	32	66	61	8%	517	424	22%
Reference Questions Answered	397	431	398	8%	4045	2796	45%
Children's Program Participation (in-person)	490	997	1176	-15%	11151	10137	10%
Teen's Program Participation (in-person)	0	75	253	-70%	1608	1914	-16%
Adult's Program Participation (in-person)	149	154	5161	-97%	1276	6679	-81%
Adult's Program Participation (on-line)	45	0	5	-100%	775	514	51%
All Ages/General Interest	771	7724	0	#DIV/0!	8589	0	
Volunteer hours worked	58.5	22.25	23.25	-4%	532	466	14%

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Monday, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: 2026 Budget

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 2026 Budget Worksheet - Fund 205 LB DRAFT 09182025 (1)

REVENUES

LIBRARY FUND - FUND 205

Budget Summary

Taxes		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
41000							
41110-000	Property Taxes	768,000	800,750	800,750	800,750	845,250	5.56%
	Total TAXES Rev	768,000	800,750	800,750	800,750	845,250	5.56%
Intergovernmental Revenues		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
43000							
43560-000	State - COVID Reimbursement	0	0	0	0	0	-----
43720-000	County - Library Aid	352,144	367,000	367,810	367,810	370,750	1.02%
	Total INTERGOVERNMENTAL Rev	352,144	367,000	367,810	367,810	370,750	1.02%
Fines, Forfeits, and Penalties		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
45000							
45190-000	Library Fines	9	0	21	21	0	-----
	Total FINES & PENALTIES Rev	9	0	21	21	0	-----
Public Charges for Services		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
46000							
46710-000	Library Fees	4,232	3,500	2,385	4,536	4,000	14.29%
	Total PUBLIC CHARGES Rev	4,232	3,500	2,385	4,536	4,000	14.29%
Miscellaneous Revenue		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
48000							
48000-000	Miscellaneous Revenue	0	0	0	0	0	-----
48100-000	Interest	23,086	30,000	14,659	30,000	30,000	0.00%
48500-101	Donations - General	0	0	0	0	0	-----
	Total MISCELLANEOUS Rev	23,086	30,000	14,659	30,000	30,000	0.00%
Other Financing Sources		2024	2025	YTD	2025	2026	% Change
		Actual	Budget	6/30/2025	Projected	Budget	vs. 2025
49000							
49200-000	Transfers from Other Funds	0	0	2,500	2,500	0	-----
49300-000	Fund Balances Applied	0	0	0	0	0	-----
	Total OTHER FINAN SOURCES Rev	0	0	2,500	2,500	0	-----
Total Budget Revenues		1,147,470	1,201,250	1,188,125	1,205,617	1,250,000	4.06%

LIBRARY

LIBRARY FUND - FUND 205

MISSION STATEMENT:

The mission of E.D. Locke Public Library is to provide high quality materials and services to fulfill the informational, recreational, educational and cultural needs of the entire community in an atmosphere that is welcoming and respectful.

PROGRAM DESCRIPTION:

The Library is open seven days a week, year round, to serve anyone who walks through the door. Patrons with library cards can check out print books, audio books, electronic books, magazines, software, DVDs, Blu-Rays, and CDs. The Library is a part of LinkCat which allows patrons to access materials from any of the libraries of the seven county South Central Library System. The Library also offers programming for children and adults; wireless internet access; meeting room space; and areas for quiet reading or study. Additionally, the Library provides literacy services in the community by taking materials and issuing library cards at McFarland schools, Shared Table dinner, senior living centers, and community events. By State Statute, the Library Board controls how budgeted funds are spent and directs the operations of the library.

PROGRAM OBJECTIVES:

- Continue to partner with schools to assist with research education, promotion of the music program, providing extra materials for classrooms through classroom cards.
- Offer 1,000 Books before Kindergarten early literacy program where parents track the books that they are reading to their kids.
- Provide programming for all ages in a variety of topics.
- Continue collaborative discussions between the Village and Library Board regarding future recommendations for space needs.

LIBRARY BUDGET SUMMARY

REVENUES

	2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
Allocated Revenues	1,153,136	1,201,250	632,368	1,199,032	1,250,000	4.06%

Notes:

- 43720** The Library is partially compensated through aids from Dane County for services provided to patrons who live outside of McFarland.

LIBRARY (continued)

LIBRARY FUND - FUND 205

EXPENDITURES

PERSONAL SERVICES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	55110						
110	Salaries	426,847	449,000	236,124	472,248	473,000	5.35%
120	Part-Time	185,076	234,500	98,347	196,694	248,750	6.08%
130	Health/Dental Insurance	119,114	144,500	71,124	142,248	139,500	-3.46%
131	Retirement	34,021	39,000	19,571	39,142	40,750	4.49%
132	Social Security/Medicare	44,581	52,250	25,578	51,157	55,250	5.74%
135	Other Employee Benefits	1,242	2,500	1,004	2,008	2,250	-10.00%
141	Expense Reimbursement	0	0	0	0	0	-----
	Total PERSONAL SERVICES Exp	810,882	921,750	451,749	903,497	959,500	4.10%

Notes:

- 110-120** Provides funding for a Director, Assistant Director, Adult Librarian, Youth Librarian (2), Tech. Serv. Supervisor, 10 Assistants (PT), and Shelves (PT). Across the Board pay increase for 2026 is included generally at 3.0%.
- 130** Health/Dental Insurance is provided through the State Plan. Rates rose approximately 5.% from 2025 in accordance with the State funding formula. Funding is provided for single/family plans as well as payment in lieu of health insurance as is selected by the Employee and set by policy.
- 131** The Village pays the employer share into the Wisconsin Retirement System which is at 7.2% in 2026 for General Employees, up from 6.95% the previous year.
- 132** The Village's contribution towards Social Security remains fixed at 6.2% and Medicare at 1.45%.
- 135** Provides funding to pay for the Village's share of life insurance and income continuation.
- 140** Includes funding for grid steps and merit pay as may be awarded to non-union personnel through the annual evaluation process.

LIBRARY (continued)

LIBRARY FUND - FUND 205

EXPENDITURES (continued)

CONTRACTUAL SERVICES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	55110						
210	Support Services	1,953	12,000	1,705	12,000	10,000	-16.67%
211	Consultant Services	49,032	49,750	53,893	55,000	50,000	0.50%
220	Utilities	35,544	40,000	15,935	34,135	42,250	5.63%
221	Communication	6,458	6,500	3,198	6,500	6,500	0.00%
240	Equipment Maintenance	9,219	11,000	6,871	11,000	11,500	4.55%
242	Facility Maintenance	95,667	23,250	35,917	40,000	26,500	13.98%
	Total CONTRACTUAL SERVICES Exp	197,873	142,500	117,518	158,635	146,750	2.98%

Notes:

- 210** Costs include services for window cleaning, carpet/vinyl tile cleaning, and exterior soft washing.
- 211** Annual cost to be a member of the South Central Library Service (SCLS). Cost distribution is based on circulation, volumes owned, and the number of LINK computer terminals.
- 242** Facility maintenance includes maintenance and inspection of building systems.

SUPPLIES AND EXPENSE

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	55110						
310	Office Supplies	8,145	8,500	4,191	9,000	9,000	5.88%
311	Postage	528	250	74	400	500	100.00%
320	Dues and Subscriptions	365	750	150	1,000	1,000	33.33%
330	Meeting Expenses	322	1,000	55	1,000	1,000	0.00%
331	Training Expenses	3,906	3,250	1,673	3,250	3,500	7.69%
340	Operating Supplies	5,851	5,000	2,332	6,250	6,250	25.00%
342	Technology	52,037	36,750	14,860	32,000	37,500	2.04%
344	Collection - Print	52,836	60,000	29,752	60,000	60,000	0.00%
345	Collection - Audio/Visual	9,391	12,500	2,842	12,500	12,500	0.00%
390	Miscellaneous	0	0	0	0	0	-----
391	Programming	11,002	9,000	7,173	11,500	10,000	11.11%
	Total SUPPLIES AND EXPENSE Exp	144,381	137,000	63,101	136,900	141,250	3.10%

Notes:

- 342** These costs cover online databases, wireless printing, time monitoring software for internet computers, internet filters, and participation in a system wide e-materials buying pool.
- 344** Funding to maintain collection including books, magazines, newspapers, and other materials for adults and children.
- 391** Program supplies for story times, summer reading programs, class and community group visits, book clubs, author visits, and special events as may be applicable. Also includes additional funds for events to be held at Discovery Garden park and Lewis park during Summer months.

CAPITAL OUTLAY

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	55110						
810	Small Capital	0	0	0	0	2,500	-----
	Total CAPITAL OUTLAY Exp	0	0	0	0	2,500	-----

Notes:

- 810** Supports funding for small office equipment needs.

Total LIBRARY Exp	1,153,136	1,201,250	632,368	1,199,032	1,250,000	4.06%
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TRANSFERS TO OTHER FUNDS

LIBRARY FUND - FUND 205

MISSION STATEMENT:

To allow for the ability to transfer money to other funds as needed and/or approved by the Village Board.

PROGRAM DESCRIPTION:

Occasionally, other funds within the Village require money to be transferred to them. This line item is included for accounting purposes as the Auditor typically identifies when this is a necessary action according to applicable accounting standards or approved budget actions.

PROGRAM OBJECTIVES:

- Reduces the need to amend the budget if a transfer between funds is needed.
- Transfers from will be identified within the annual audit.

TRANSFERS TO OTHER FUNDS BUDGET SUMMARY

REVENUES

	2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
Allocated Revenue	0	0	0	0	0	-----

EXPENDITURES

	2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
59200						
390 Miscellaneous	0	0	0	0	0	-----
Total TRANSFERS Exp	0	0	0	0	0	-----

Notes:

- 390** None anticipated at time of budget approval.

Village of McFarland
2026 Library Fund Operating Budget

FUND 205

SUMMARY of REVENUES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
41000	Taxes	768,000	800,750	800,750	800,750	845,250	5.56%
43000	Intergovernmental Revenues	352,144	367,000	367,810	367,810	370,750	1.02%
45000	Fines, Forfeits, and Penalties	9	0	21	21	0	-----
46000	Public Charges for Services	4,232	3,500	2,385	4,536	4,000	14.29%
48000	Miscellaneous Revenue	23,086	30,000	14,659	30,000	30,000	0.00%
49000	Other Financing Sources	0	0	2,500	2,500	0	-----
Total Budget Revenue		1,147,470	1,201,250	1,188,125	1,205,617	1,250,000	4.06%

SUMMARY of EXPENDITURES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
55110	LIBRARY	1,153,136	1,201,250	632,368	1,199,032	1,250,000	4.06%
59200	TRANSFERS TO OTHER FUNDS	0	0	0	0	0	-----
Total Budget Expenditures		1,153,136	1,201,250	632,368	1,199,032	1,250,000	4.06%

Diff in Revenues over Expenditures	(5,666)	0	555,758	6,585	0
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Village of McFarland

2026 Library Fund Operating Budget

Index Expenditures Summary

PERSONAL SERVICES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	100						
110	Salaries	426,847	449,000	236,124	472,248	473,000	5.35%
120	Part-Time	185,076	234,500	98,347	196,694	248,750	6.08%
130	Health/Dental Insurance	119,114	144,500	71,124	142,248	139,500	-3.46%
131	Retirement	34,021	39,000	19,571	39,142	40,750	4.49%
132	Social Security/Medicare	44,581	52,250	25,578	51,157	55,250	5.74%
135	Other Employee Benefits	1,242	2,500	1,004	2,008	2,250	-10.00%
141	Expense Reimbursement	0	0	0	0	0	-----
	Total PERSONAL SERVICES Exp	810,882	921,750	451,749	903,497	959,500	4.10%

CONTRACTUAL SERVICES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	200						
210	Support Services	1,953	12,000	1,705	12,000	10,000	-16.67%
211	Consultant Services	49,032	49,750	53,893	55,000	50,000	0.50%
220	Utilities	35,544	40,000	15,935	34,135	42,250	5.63%
221	Communication	6,458	6,500	3,198	6,500	6,500	0.00%
240	Equipment Maintenance	9,219	11,000	6,871	11,000	11,500	4.55%
242	Facility Maintenance	95,667	23,250	35,917	40,000	26,500	13.98%
	Total CONTRACTUAL SERVICES Exp	197,873	142,500	117,518	158,635	146,750	2.98%

SUPPLIES AND EXPENSES

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	300						
310	Office Supplies	8,145	8,500	4,191	9,000	9,000	5.88%
311	Postage	528	250	74	400	500	100.00%
320	Dues and Subscriptions	365	750	150	1,000	1,000	33.33%
330	Meeting Expenses	322	1,000	55	1,000	1,000	0.00%
331	Training Expenses	3,906	3,250	1,673	3,250	3,500	7.69%
340	Operating Supplies	5,851	5,000	2,332	6,250	6,250	25.00%
342	Technology	52,037	36,750	14,860	32,000	37,500	2.04%
344	Collection - Print	52,836	60,000	29,752	60,000	60,000	0.00%
345	Collection - Audio/Visual	9,391	12,500	2,842	12,500	12,500	0.00%
390	Miscellaneous	0	0	0	0	0	-----
391	Programming	11,002	9,000	7,173	11,500	10,000	11.11%
	Total SUPPLIES AND EXPENSES Exp	144,381	137,000	63,101	136,900	141,250	3.10%

CAPITAL OUTLAY

		2024 Actual	2025 Budget	YTD 6/30/2025	2025 Projected	2026 Budget	% Change vs. 2025
	800						
810	Small Capital	0	0	0	0	2,500	-----
	Total CAPITAL OUTLAY Exp	0	0	0	0	2,500	-----

1,153,136 1,201,250 632,368 1,199,032 1,250,000 4.06%

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Monday, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: 2026 Library Closed Dates

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. Closed Dates 2026

Closed Dates 2026

New Year's Day - Thursday, Jan. 1, 2026
Martin Luther King Jr. Day - Monday, January 19, 2026
Easter – Sunday, April 5, 2026*
Memorial Day - Monday, May 25, 2026
Juneteenth – Friday, June 19, 2026
Independence Day - Saturday, July 4, 2026*
Labor Day - Monday September 7, 2026
Library Inventory Day – **September TBD**
Indigenous Peoples' Day – Monday, October 12, 2026
Thanksgiving - Thursday, November 26, 2026
Day After Thanksgiving - Friday, November 27, 2026
Christmas Eve - Thursday, December. 24, 2026
Christmas Day -Friday, December 25, 2026
New Year's Eve -Thursday, Dec 31, 2026 (Close at 5:30)
Friday, Jan. 1, 2027

*Full-time staff get a floating holiday.

If New Year's Eve falls on Monday – Thursday the library closes at 5:30.

Close the Library in:

- ☐ Google Business Profile
- ☐ Biblioovation
- ☐ Lib Staffer
- ☐ Lib Cal – for meeting room reservations
- ☐ Brivo – Door Access Software
- ☐ Phone System

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Monday, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Review Strategic Plan Goals

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. ED Locke Strategic Plan 2024_2029 Working Copy

E. D. Locke Public Library

2024 - 2029 Strategic Plan

Goal 1) The Library's collections, programs, and services reflect the needs of the community.

- Develop a library service model for outreach, community engagement and satellite or express library.
- Create library outreach kit for community events.
- Expansion of youth and teen programming.
 - Working on forming plans to absorb the youth center - ongoing
 - Expanded Lego club from once a month to twice a month. - March 2025
 - Worked on cross training staff to take over story time and youth programming when Heather isn't available. - ongoing
- Adult programming appeals to community interests and connects patrons to library materials and collections.
 - Ongoing - Caring Quilts Program- A partnership with Senior Outreach, volunteers make quilts that are then given to seniors in the community who are having difficulties.
 - January 2025 Lon Halderman Author Visit. Lon cycled across the country and is really well known in the cycling community. We had very high attendance in person and online.
 - Ongoing – various presentations on McFarland History.
 - Fabric Flower Making - August 2025
 - Eagles & Ospreys – July 2025
 - Thriving in the 2nd Half of Life – August 2025
 - US Foreign Policy Conversation – September 2025
- Pilot all-age programming to appeal to broader audiences and interests.
 - July 1, we had an all-ages Comic creation program. Teens and families attended. July 1, 2025

- Game Board Days – Multiple occurrences
- Some drop-in crafting programs for all ages – Spring 2025
- Crochet and knit program for all ages – January 2025
- Family & Teen Self Defense – February 2025
- Trinity Irish Dancers March 2025
- Poetry Contest and Reception April 2025
- Establish and use diversity, equity, and inclusion criteria for collections, programs, services, displays, and book recommendations.
- Seek grants and partnerships to support library efforts for diversity, equity, and inclusion.

Description	Date
Grant from DEI committee for: - Native American Basket Weaving - Hmong Food and culture - Native American Food Tasting - Native Art	Throughout 2025
Beyond the Page Grants for:	
Forward Theater Monologues: Guilty Pleasures	October 2025

- Partnered with community members for an on-going Spanish Conversation program. Both native speakers and English speakers have attended.
- Facilitate community dialogue to gather information and data on community needs.
 - The library services on the McFarland Community Response Team which meets monthly to discuss community social service needs.
- Establish a communication plan for effectively sharing library marketing materials to reach specific audiences for programs and services.
 - Meeting with Design Craft in October 2025 to discuss how to market more effectively.

- Expand collection with a *Library of Things*, made up of library-loaned objects, gadgets, tools, games, or kits.

Description	Date
Disc Golf	Spring 2025
Pickle Ball Sets	Spring 2025
Roku Boxes	Fall 2025
Portable CD Player	Fall 2025
Portable DVD player	July 2025
Portable Cassette Player	July 2025

- Collaborate with the school district to participate in leveled literacy challenges that support readers at all developmental stages.

500 Books Before Middle School	Launches fall 2025
500 Books Before Graduation	Launces Spring 2026
Collaboration on Community Read with school District	Winter 2026

Goal 2) The Library is recognized as a valuable community contributor.

- Community engagement and event participation showcases the library prominently.
- The library actively participates in community decisions and engages municipal leaders about library plans, assets, and benefits.
 - Ken and I met with all of the newly elected village board members. May 2025
- Engage library users and supporters in library awareness and advocacy.
 - Added information about federal funding to library newsletter and website May 2025
 - Added advocacy information to the library website May 2025
 - Participated in the Speak up for libraries program from SRLAW.

Goal 3) The Library cultivates and expands strong community support.

- Reinvigorate Friends of the Library through membership growth.
- Establish priorities for Library Finance Committee.
- Continued growth of library endowment.
- Seek sponsorship opportunities to underwrite programs or provide technology or equipment.
- Develop patron feedback mechanism.

Goal 4) The Library leverages technology, new tools, and services to benefit library staff and patrons.

- Launch and evaluate reservation software for library spaces.
 - We are currently using LibCall from Springshare Spring 2025.
- Evaluate and pilot express, self-service, or off-hours services for patron convenience.
 - After hours Lockers allow for pickup of materials before the library opens or after it's closed.
 - Curbside Pick-up = the convenience of picking up materials without leaving your car.
- Assess alternatives to current library copy/print/fax and translation technologies.

- We purchased the ScanEZ to augment or replace the current public copier.
- Utilize library technology such as push notifications, the library website, search engine ads, and social media accounts to identify and reach the specific audiences that use these technologies.
- Explore hands-on technology teaching opportunities for library users, especially older adults.
- Explore feasibility of digital signage on exterior of library.

Goal 5) The Library pursues improvements to the library building and internal spaces which are necessary to enhance library collections, programs, and services.

- Investigate shelving alternatives and reorganize current collections to gain efficiency, visibility, and accessibility.
 - Purchased new picture book shelving in spring 2024. Reused the old shelving to expand the Large Print collection, Teen collection, and book displays.
- Explore alternate sites for library programs or services through satellite or express locations.
 - On hold until the Municipal Center Design process begins again.
- Evaluate early literacy center (ELC) equipment for children's area.
 - Have requested to replace the AWE stations in the kids area.
- Identify areas to align safety and security protocols and language with other municipal departments and school district.
 - We will begin working on creating a disaster plan for the library in fall 2025.
- Using the findings from 2022 facilities study and ongoing facility maintenance reports, determine library expansion and funding plans.
 - Any immediate improvements should be incorporated into library expansion to maximize budget investment.
 - Priority placed on programming space, meeting and study rooms, and overall flexibility.
 - Include dedicated teen space.
 - Perform an efficiency review of staff work spaces.

Goal 6) The Library uses a continuous growth model for the professional development and management of library staff.

- Evaluate staff alignment to ensure organizational structure meets library service needs.
- Staff receive relevant continuing education on best practices, service improvements, and library technology.
- Perform systematic policy/procedure review.
 - We are currently reviewing and redesigning the policy manual.

- Hold yearly in-service for all library staff
 - Next in-service for all staff will be November 19, 2025.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Omni Fire Panel Quote

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 25-1770 FA - McFarland Library Cellular Dialer (1)

PROPOSAL

FA - McFarland Library Cellular Dialer

E.D. Locke Public Library

5920 Milwaukee St.

McFarland

WI 53558

Revision: 0

Modified: 8/11/2025

Project No : 25-1770



Presented By:

Omni Technologies, LLC

900 Oregon Center Drive
Oregon, WI 53575 United States
(608) 819-1980
www.omnitechologiesllc.com



SCOPE OF WORK

Omni Technologies is pleased to present this proposal to provide, program, and test the Fire Alarm Cellular Dialer/Communicator at 5920 Milwaukee Street McFarland, WI 53558

Note:

- This proposal assumes that the cellular communicator will be installed adjacent to the FACP, and a smoke detector is already installed at the FACP location.
- 120VAC Connection needed for Cellular Communicator - Dedicated Life Safety Circuit for Fire Alarm Cellular Dialers
- Pricing and availability of materials is subject to change without notice due to impacts from tariffs, taxes, or other regulatory actions.

Includes:

- Cellular Communicator with Battery Backup
- 50ft Cellular Antenna
- One Year of Cellular Service
- One Year of Fire Alarm Monitoring Service
- Electrical Subcontract for 120V Connections and Mounting Cellular Antenna
- Labor for head-end terminations, programming, and testing.

Price Per Year:

- Cellular Service for Fire Alarm - \$360 per year
- Fire Alarm Monitoring Service - \$360 per year

Monitoring and cellular services will auto renew a year from the date of the monitoring accounts being activated, unless 30 days written notice is given prior to the expiration date.

Contract term: 1 year, starting on the date of activation of the monitoring account (account information will be emailed to account holder once activated)

Does not include:

- Cable or Cable Installation
- Electrical rough-in/conduit/back boxes
- Fire Stopping
- Lift/scaffolding rental for work above 12 ft.
- Work performed outside normal business hours
- Equipment or services not listed within the proposal.

- 1 Bosch B465-MRV-120WI**
KIT W/B465/B10R/120WI/B46/B444-V
- 1 Bosch B40-MB50
Indoor/Outdoor Multiband Antenna, Cell, 50ft Cable
- 1 Bosch Cellular Service Fee
Annual Cellular Service Fee
- 1 Power Sonic PS-1270
PS Series 12V, 7Ah General Purpose Rechargeable SLA Battery, F1
Terminals
- 1 EM24 Fire Alarm Monitoring**
Emergency 24 Fire Alarm Monitoring
- 1 Labor Head End/Programming Labor**
- 1 Labor Project Management**
Project Management & Coordination
- 1 Labor Subcontract Work (Electrical)**
- 1 Misc. GROUND SHIPPING**
Shipping and Handling
- 1 Misc. MILEAGE/TRAVEL**

Fire Alarm Total**\$4,585.00****Project Subtotal:****\$4,585.00**

	Items	Optional	Total
Grand Total:	\$4,585.00	\$0.00	\$4,585.00

PROJECT SUMMARY

Prices do not include Sales or Use Tax unless specifically noted. Standard Omni Technologies Terms & Conditions apply. This quote is valid for 30 days.

Acceptance of Proposal – By signing the Proposal, sending a Purchase Order, or giving approval to proceed with proposed work, Customer acknowledges that it has read, understands and agrees to the Terms & Conditions attached here to and incorporated hereto and incorporated herein. Signing below of sending a Purchase Order shall constitute acceptance of the terms of this Proposal and attached Terms & Conditions.

☐ **Acceptance of Optional Items (if applicable)**

E.D. Locke Public Library

By: _____

Date

Name: _____

Title: _____



08/12/2025

Contractor: **Mike Ress - President, Omni Technologies, LLC**

Date

TERMS AND CONDITIONS

STANDARD TERMS AND CONDITIONS

1. **ACCEPTANCE.** Omni Technologies, LLC's Proposal ("Proposal") is not valid beyond thirty (30) days of issuance and is subject to change or withdrawal at any time by Omni Technologies, LLC ("Omni") without notice. If Customer signs the Proposal past thirty (30) days of issuance, Customer's signature on Proposal shall be considered an offer and Omni may, at its discretion, accept said Proposal by signing the Proposal or commencing the work ("Work") described in the Proposal. By signing Omni's Proposal, Customer agrees to accept all terms and conditions recited herein and as well as those stated in the Proposal. Any of Customer's terms and conditions in addition to or different from the Proposal and these Standard Terms and Conditions are objected to and shall have no effect.
2. **CONTRACT DOCUMENTS.** The Proposal, including any exhibits and attachments thereto, and these Standard Terms and Conditions (collectively, "Contract Documents") comprise the complete and final agreement ("Agreement") between Omni and Customer. The Agreement supersedes all prior negotiations, proposals, representations, commitments, understandings or agreements between the parties, whether written or oral, on the subject hereof.
3. **LIMITED WARRANTY.** The materials or equipment listed in the Proposal will be covered by the manufacturer's warranty only. Omni warrants that Work performed hereunder shall be free from defect and performed in accordance with the standards customarily utilized by organizations rendering the same or similar services under the same or similar circumstances. This includes labor to be warranted during business hours only (M-F, 7am-4pm, excluding holidays). Omni's warranty on its Work shall be limited to a period of one (1) year from the date of substantial completion of all Work or a designated portion thereof, or the date of use by the Customer, whichever is earlier. The Customer's exclusive remedy for defective work shall be that Omni will perform remedial work on any part of its Work which is found to be defective. Note that any remedial work performed under this warranty will not restart the warranty period. This warranty does not cover the following: defects caused by abuse, misuse or negligence of or by the Customer; defects caused by "Force Majeure" events (as described below); and any malfunctions or defects experienced subsequent to being modified, repaired, serviced or altered in any way by any agency other than Omni, regardless of whether the other agency caused the malfunction or defect. Omni does not represent or warrant that the system may not be compromised or circumvented, that the system will prevent any loss by burglary, theft, fire, or otherwise, or that the system will provide the protection for which it was installed or intended.
4. **LIMITATION OF LIABILITY.** Customer agrees that Omni is not an insurer; that insurance, if any, shall be obtained by the Customer and that the payments provided for herein are based solely on the value of the services as set forth herein and are unrelated to the value of the Customer's property or the property of others located on the Customer's premises. Customer acknowledges that it is impractical and extremely difficult to fix the actual damages, if any, which may proximately result from a failure to perform any of the obligations herein, including, but not limited to, installation, maintenance or monitoring service, or the failure of the system to properly operate with resulting loss to customer because of, among other things: (i.) the uncertain amount or value of Customer's property or the property of others kept on the premises which may be lost, stolen, destroyed, damaged, or otherwise affected by occurrences which the system or service is designed to detect or avert; (ii.) the uncertainty of the response time of any police or fire department, should the police or fire department be dispatched as a result of a signal being received or an audible device sounding; (iii.) the inability to ascertain what portion, if any, of any loss would be proximately caused by Omni's failure to perform or by its equipment to operate; and (iv.) the nature of services provided varies on an individual project basis. In the event that Omni shall be found in breach of this Agreement or in the event of any other alleged claim with respect to the Work, the Customer agrees that Omni's total liability to Customer shall not exceed the compensation paid to Omni under this Agreement.
5. **LIMITATION OF WARRANTY.** EXCEPT AS AND ONLY TO THE EXTENT EXPRESSLY PROVIDED IN PARAGRAPH 3 OF THIS AGREEMENT, EQUIPMENT, PRODUCTS, MATERIALS AND SERVICES ARE PROVIDED "AS IS" AND

OMNI DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ALL WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. OMNI MAKES NO GUARANTEES OR WARRANTIES REGARDING PERFORMANCE OR SUITABILITY FOR YOUR PURPOSE AND OMNI MAKES NO GUARANTEES OR WARRANTIES THAT THE PRODUCTS OR SERVICES SUPPLIED WILL AVERT OR PREVENT OCCURRENCES OR CONSEQUENCES WHICH THE PRODUCT OR SERVICES IS DESIGNED TO DETECT OR AVERT. The Customer agrees that the sole and exclusive remedy available is limited to the warranties set forth herein, and the Customer agrees not to assert any other claim for any other damage arising out of this transaction, including, but not limited to, any incidental or consequential damages other than Omni's responsibility to provide replacement product, whether in contract, tort, negligence, strict liability, statutory or regulatory violation, or any other legal theory. The exclusive remedies available in these Standard Terms and Conditions are fair and reasonable.

6. **INDEMNIFICATION.** If Customer uses any goods from Omni not in accordance with Omni's catalogs, specifications, manufacturer materials, instructions, or recommended installation or service procedures, Customer agrees to defend, indemnify and hold Omni harmless from and against any and all loss, costs, damage liability or expense, including without limitation costs of suit and attorneys' fees and expenses, arising out of or relating to or resulting in any way from such use.
7. **FORCE MAJEURE.** Omni shall not be responsible for damages or delays nor shall Omni be considered in default of its performance of its obligations hereunder, if damages, delays or performance of such obligations is prevented or delayed by circumstances outside of Omni's control, such as: delay in the production, delivery, supervision or installation of any of the labor, materials and equipment covered hereby if such delay shall be due to one or more of the following causes: fire, strike, labor dispute with workmen, flood and other acts of God, accident, delay in transportation, shortage of fuel, inability to obtain material, war, embargo, demand or requirement of the United States or any governmental or war activity, or any other cause whatsoever beyond the reasonable control of Omni. Time for performance of Omni's obligations hereunder shall be extended by the time period reasonably necessary to overcome the effects of such force majeure occurrences.
8. **TIME FOR PERFORMANCE.** Any time for performance or milestone time or date given in the Contract Documents is approximate only. Omni will use reasonable efforts to perform within or by the time or date given, but makes no guaranty in respect of times or dates given. If Omni revises any time or date given, Omni will advise Customer of the approximate time or date as soon as reasonably practicable.
9. **COOPERATION.** Customer agrees to cooperate fully with Omni in the provision of the Work, including, without limitation, timely payment, timely provision of requested information and timely access to Customer's property. Customer shall provide and pay for water, heat, and utilities consumed by Omni during performance of the Work hereunder. Customer is to prepare all Work areas so as to be acceptable for Omni's Work. Omni will not be called upon to start Work until sufficient areas are ready to ensure continued Work.
10. **INFORMATION.** The Proposal was prepared solely based on the information supplied to Omni by the Customer. Omni has relied on the correctness, accuracy and completeness of the information provided by the Customer. Omni reserves the right to make any changes to the Proposal and/or the pricing of this Proposal if, at any time after you accept this Proposal, any information provided by the Customer proves to be incorrect, inaccurate or incomplete.
11. **DISPUTE.** Customer's remedy must be asserted within one year from substantial completion of the work. Any action involving a dispute in this contract shall be brought in the state or federal district court located in Madison, Wisconsin.
12. **DAMAGE OR LOSS; DELIVERY.** Delivery of materials or equipment not to be installed by Omni shall be F.O.B. at the manufacturer's factory, warehouse, or office selected by Omni. Delivery of materials or equipment agreed in the Proposal to be installed by Omni shall also be F.O.B. manufacturer's factory, unless stated otherwise in the Proposal. In case of equipment not to be installed by or under the supervision of Omni, Omni shall not be liable for damage or loss after delivery of such equipment to the point of shipment. In case of equipment to be installed by or under supervision of Omni, Omni shall not be liable for damage or loss after delivery by the carrier to the site of installation; if thereafter, pending installation or completion of installation or full performance by Omni, any such equipment is damaged or destroyed by any cause whatsoever, other than by the fault of Omni, the Customer shall promptly pay or reimburse Omni, in addition to or part from any and all other sums due or to become due, an amount equal to the damage or loss.
13. **RETURN GOODS FOR CREDIT, EXCHANGE, OR REPAIR.** Return goods for credit, exchange, or repair cannot be accepted without prior authorization from Omni. Shipments returned without authorization will be refused and returned transportation charges collect. Materials returned in other than the condition specified on the return authorization will be credited on the basis of inspection. A restocking charge of 20% or \$20.00, whichever is greater, will apply to all stock material returned for credit. Credit for returned material will in no case be higher than the cost originally billed.
14. **CLAIMS FOR SHORTAGE.** Each shipment shall be examined by the Customer immediately upon his receipt thereof and any claim for shortage or any other cause must be reported to Omni within 10 days after such receipt.

15. **ASBESTOS/HAZARDOUS MATERIALS.** Customer and Omni agree that unless expressly agreed otherwise in this Agreement, including a budget line item, Omni's obligations hereunder do not include the removal or remediation of asbestos or any hazardous material and Omni shall have no obligation to remove asbestos or other hazardous materials encountered during the Work, which the obligation and cost of which shall be the sole responsibility of Customer. In the event Omni encounters asbestos or other hazardous material, Omni shall stop all Work immediately and shall notify Customer at once to determine the appropriate action. Any delay in completion of the Work caused by Omni's encounter with asbestos or other hazardous material and Customer's determination of appropriate action to correct the situation shall not constitute a default. Where a delay under this section will be for a material amount of time, as reasonably determined by Omni, the parties agree to meet in good faith to discuss an appropriate Change to the Work, including, as applicable, a change to the contract price and/or time for performance of Work.
16. **CONCEALED OR UNKNOWN CONDITIONS.** If Company is delayed in the commencement, performance, or completion of its work by causes beyond its control and without its fault, including, but not limited to, inability to access the Customer's property, concealed or hidden conditions encountered at the premises (including the presence of Asbestos or other Hazardous Materials), a Force Majeure Event, failure by Customer to perform its obligations under this Agreement, or failure by Customer to cooperate with Omni in the timely completion of its work, Omni shall provide immediate verbal and written notice of such condition to the Customer. In the event that any of the foregoing causes an increase in the cost of performance of the Work or an increase in the time required for completion of the work, Company shall be entitled to the same. In such instances, Omni may suspend all work, pending Customer's approval of any request for additional compensation and/or time extension.
17. **SATISFACTORY PERFORMANCE; NON-COMPLIANT WORK.** Within fifteen (15) days of receipt of an invoice, Customer shall have the right to review the Work performed by Omni, for purposes of determining whether the Work is in compliance with the terms of this Agreement. Where Customer finds the Work performed by Omni does not comply with the terms of the Agreement, Customer shall provide Omni with a written notice of non-compliant Work within ten (10) days of its receipt of Omni's invoice. Omni shall provide to the Customer a plan to remediate the non-complaint Work within fifteen (15) days after receiving the Customer's notice of non-compliant Work. When the invoiced work has been completed in accordance with the Agreement, the Customer shall approve the invoice for payment.
18. **SUBSTANTIAL COMPLETION.** Warranties required by this Agreement shall commence on the date of "Substantial Completion" of the Work, which shall be the date in which Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so that the Customer can occupy or use the Work. Once there has been Substantial Completion of the Work, it shall be assumed that Omni has substantially completed its obligations under this Agreement and Omni should be paid all amounts due pursuant to the Agreement.
19. **DEFAULT; REMEDIES.** It shall be a default under this Agreement if any Party shall (a) fail to make any payment hereunder within ten (10) days of its due date; or (b) materially breach any other term of this Agreement and such term shall remain uncured for thirty (30) days after written notice from the Party not in default. In the event of a default by a Party, the non-defaulting Party may exercise any or all of the following remedies without the requirement of additional notice to the Party in default: (a) terminate this Agreement; (b) immediately stop performance of the Services; (c) charge default interest at the rate of eighteen percent (18%) per annum on any overdue payment from the due date of such payment until paid in full; and (d) exercise any other rights or remedies available at law or in equity.
20. **WAIVER.** Waiver by one party hereto of breach of any provision of this Agreement by the other shall not operate or be construed as a continuing waiver. No provision of this agreement shall serve to void Omni's entitlement to payment for properly performed work or suitably stored materials or to require Omni to continue performance if timely payments are not made to Omni for suitably performed work or stored materials or to void Omni's right to file a lien or claim on its behalf in the event that any payment to Omni is not timely made.
21. **CHANGES, MODIFICATIONS OR AMENDMENTS.** All changes, modifications or amendments to this Agreement must be in writing and signed by Omni and Customer. Omni's obligation to perform work for the Customer is strictly limited to the work outlined in the Proposal. The Parties expressly recognize, prior to final completion of the work performed hereunder, that there may be changes or modifications to the scope of the work, either at the request of Customer or at the suggestion of Omni. In the event that Customer or Omni requests or suggests a change or modification in the scope of the work, Omni and Customer must enter into a change order, meaning an executed written agreement between Omni and Customer detailing approved changes in the scope of the work and any corresponding additional compensation or additional time for performance.
22. **TAXES.** All taxes, which may be applicable to the merchandise or sale thereof covered by the Proposal, will be billed on the invoices. Those agencies or businesses not paying sales tax should submit their exempt or resale number to preclude charges for such tax.
23. **TERMS OF PAYMENT.** Omni requires a deposit be made; the deposit itself will include 40% of the total order, due at the time of equipment/material order. The deposit will be collected and held for the purpose of being applied to the final bill. Progress billing will apply throughout the project. Payment terms are net 30 days unless otherwise stated. It should

be understood that progress billings will be made throughout the duration of the project. Billings will represent actual materials ordered and work completed to date. Title to equipment/materials does not pass from Omni until bill payment is received. Omni reserve the right, upon notification 30 days in advance of those accounts 90 days or more delinquent, Omni may remove from Customer's premises all equipment and material listed on the Proposal. Furthermore, Omni shall in no way be obligated to restore the premises to its original condition or redecorate same in the event system in part is removed as a result of Customer's default in payment. All labor charges, including those assessed for removal will be due from the Customer. Customer agrees to pay all costs and expenses of collection of any amounts due from Customer hereunder, including attorneys' fees or collection agency's fees, out-of-pocket expenses and Interest. Credit for return merchandise will be made as listed under return goods for credit, exchange or repair. Omni reserves the right to restrict the terms of payment or to require full payment prior to time of performance if, in Omni's exclusive opinion, the Customer's financial condition or other circumstances do not warrant shipment or installation on the terms originally proposed in this Agreement. All sums not paid when due shall bear an interest rate of 1.5% per month or the maximum legal rate permitted by law whichever is less; and all costs of collection, including a reasonable attorney's fee, shall be paid by Contractor.

24. **CLEAN UP.** Omni will perform its own clean up and will not be liable for any cleanup work done by others. Furthermore, Customer agrees that no back charges will be issued and no deductions will be made except for Items clearly defined and agreed to in advance.
25. **OVERTIME.** It is contemplated that any installation or supervision labor and services proposed in this Agreement to be performed by Omni shall be performed during normal working hours, excluding holidays. If for any reason the Customer requests Omni furnish any such labor or services outside of such regular working hours, any overtime or other additional expense occasioned thereby shall be billed to and paid by the Customer as an extra.
26. **TERMS OF SALE.** All Omni proposals, all acceptances of Customer's orders, and all sales by Omni are expressly limited to, and expressly made conditional upon, the Customer's acceptance of and assent to the Standard Terms and Conditions as set forth herein, notwithstanding receipt of, or acknowledgment of, the Customer's order form or specifications containing additional or different provisions, or conflicting oral representations by any agent or employee of the Omni or the Customer. No waiver, change, or modification of any terms or conditions in the Proposal or document hereof shall be binding on Omni unless made in writing and signed by Omni's President, Mike Ress.
27. **CONSENT AND RELEASE.** Omni reserves the right to disclose for marketing or advertising purposes information respective to the Agreement without Customer's prior approval.
28. **LAW.** This Agreement and the rights and duties of the parties shall be governed and interpreted in accordance with the laws of the State of Wisconsin. Any court proceedings or litigation arising out of or pertaining to this Agreement shall be brought in the State of Wisconsin, Circuit Court of Dane County, or the Federal Court of the Western District of Wisconsin, only. The parties expressly submit to said jurisdiction and venue.
29. **VALIDITY.** If any term or provision of this Agreement shall to an extent be held by a court or other tribunal to be invalid, void or unenforceable, then that term or provision shall be inoperative and void insofar as it is in conflict with the law, but the remaining terms and provisions of this Agreement shall nevertheless continue in full force and effect and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular item or provision held to be invalid, void and unenforceable.
30. **ASSIGNMENT.** No assignment or transfer, in whole or in part, of this Agreement by the Customer shall be binding upon Omni without its prior written consent by Omni's President.
31. **ENTIRE AGREEMENT.** Customer acknowledges that it has read and understands the terms and conditions of this Agreement and agrees to be bound by them, that this Agreement constitutes the entire understanding between the parties and supersedes all prior or contemporaneous agreements, whether oral or written. This Agreement may not be modified or amended in any respect except by a written instrument that specifically states that it is intended as a modification or amendment of this Agreement. This modification or amendment instrument shall not be binding on Omni, unless signed by an Omni's President and an authorized agent of the Customer.

McFarland
SUMMARY SHEET

MEETING DATE: Monday, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: McFarland Youth Center Update

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, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Discussion and action on entering into Closed Session pursuant to Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss a Library Director's 2025 performance evaluation

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, November 3, 2025

SECTION: Business

DEPARTMENT: Library

CONTACT:

AGENDA ITEM: Discussion and action to reconvene into Open Session from Closed Session.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None