



# Tomah Public Library



716 Superior Avenue Tomah, Wisconsin 54660-2098 Phone: (608) 374-7470

## **MEETING NOTICE**

The Tomah Public Library Board of Trustees will hold a regular meeting on Thursday, July 10, 2025 at 4:30 p.m. in the Council Chambers on the second floor of City Hall at 819 Superior Avenue.

## **AGENDA**

1. Call to Order
2. Approval of Minutes
3. Approval of Bills; Financial Report
4. Public Communication
5. Old Business
  - a. Ongoing: Impacts of Federal policies on libraries
6. New Business
  - a. WRLS agreement
  - b. Update: Drainage Issue
  - c. Update: Adult and Children's Programming
  - d. Donations
7. Adjourn

NOTICE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Nicole Jacobs, City Clerk, 819 Superior Avenue, Tomah, Wisconsin 54660.

Tomah Public Library Board of Trustees  
Regular Meeting  
April 10, 2025

1. **Call to Order:** Meeting called to order at 4:30 p.m. In attendance: Paul Skofronick, Marge Gigous, Becki Weyer, Suzanne Baker-Young, Max Brohaugh, Sue Wandschneider and Library Director Irma Keller.
  2. **Approval of Minutes:** Motion by Marge Gigous and second by Suzanne Baker-Young to approve the minutes from the previous meeting. Motion passed by unanimous vote.
  3. **Approval of Bills, Financial Report:** Director Keller pointed out the new format and also that the agenda, Library Board package and minutes are available on the City of Tomah website. Motion by Marge Gigous second by Max Brohaugh to approve the bills and financial report. Motion passed by unanimous vote.
  4. **Public Communication:** None
  5. **Old Business**
    - a. **Google voice options:**

Director Keller advised the board that Google voice was not an option for use in the library as it cannot be used as a business application and there are a limited number of messages. Another option presented by Becki Weyer was obtaining a cell phone for exclusive use by the library. The Clerk's office has one that is procured through the police department's service. Becki Weger will check on the monthly amount and coordinate with Director Keller.
    - b. **Postage 2019-2025:**

Director Keller advised the board of the high cost of postage and the Library's efforts to decrease this amount.
  6. **New Business**
    - a. **Policy for repetitive and excessive overdue**

Director Keller advised the Board of the current policy for overdue books. The Board discussed changing the current policy to address the repetitive and excessive overdue materials. Director Keller will draft a proposed policy change and email it to Board members. We will vote for the change via Zoom prior to our next meeting.
    - b. **Impacts of federal policies on libraries**

Director Keller gave Board members a handout outlining the effect of the termination of the Institute of Museum and Library Services employees and the replacement of the agency's leadership with the Deputy Secretary of Labor. It is expected that this action will result in a loss of funding. The impact of this action for our Library will be the loss of the Inter-Library Loan Service including van deliveries.
    - c. **Annual Report**

Director Keller reviewed the Annual Report with the Board Members. Suzanne Baker-Young corrected her address. Motion by Paul Skofronick and second by Suzanne Baker-Young to approve the Annual Report. Motion passed by unanimous vote.
    - d. **Adult and Children's Programming**

Director Keller advised the Board that library programming will be available on the library website.
  7. **Adjourn:** Motion by Suzanne Baker-Young and second by Max Brohaugh to adjourn the meeting. Motion passed by unanimous vote. Meeting adjourned at 5:10 p.m.
- Respectfully submitted,

Sue Wandschneider



# Tomah Public Library



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## **MEETING NOTICE AMMENDED**

The Tomah Public Library Board of Trustees will hold a special meeting on Thursday, April 24, 2025 at 4:30 p.m. in the office of the Tomah City Clerk, 718 Superior Avenue, Tomah, WI

### **AGENDA**

1. Call to Order
2. Presentation by WRLS Director, K. Anderson.
3. Discussion: joining the WRLS consortium of libraries
4. Adjourn

NOTICE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Becki Wyer, City Clerk, 819 Superior Avenue, Tomah, Wisconsin 54660.

**Tomah Public Library Board of Trustees**  
**Special Meeting**  
**April 24, 2025**

1. **Call to Order:** Meeting called to order at 4:30pm. In attendance, Max Brohaugh, Sue Wandschneider, Marge Gigous, Dr. Paul Skofronick, Suzanne Baker-Young, Becki Weyer, Candice Ziems, Library Director Irma Keller. Also present, several members of the community, representatives from Winding Rivers Library System.
2. **Presentation by WRLS Director, K. Anderson:** Very informative presentation, included other libraries experience with the transfer, financial cost break-downs, tech requirements, and contract requirements. Rough estimate of our cost shared, exact amount unknown at this time.
3. **Discussion: joining the WRLS consortium of libraries:** Discussion ensued throughout the presentation.
4. **Adjourn:** Motion to adjourn made and seconded. Passed by unanimous vote. Meeting adjourned at 5:53pm.

Submitted by Candice Ziems



*716 Superior Avenue Tomah, Wisconsin 54660-2098 Phone: (608) 374-7470*

## **MEETING NOTICE**

The Tomah Public Library Board of Trustees will hold a special meeting on **Thursday, May 15, 2025 at 4:30 p.m.** in the Council Chambers on the second floor of City Hall at 819 Superior Avenue.

## **AGENDA**

1. Call to Order
2. Discussion and Vote on WRLS membership
3. Adjourn

NOTICE: Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Nicky Jacobs, City Clerk, 819 Superior Avenue, Tomah, Wisconsin 54660.

**Tomah Public Library Board of Trustees**  
**Special Meeting**  
**May 15, 2025**

1. **Call to Order:** Meeting called to order at 4:34 pm. In attendance, Sue Wandschneider, Max Brohaugh, Dr. Paul Skofronick, Candice Ziems, Emily Brach, Library Director Irma Keller.
2. **Discussion and Vote on WRLS membership:** Discussion ensued regarding timeline of work and urgency of decision, cost of services versus current tech contracts with 3RT, and how work will be completed on our end-temp workers vs. temp closing. Motion made and seconded to join the WRLS (Winding River Library System). Motion passed by unanimous vote.
3. **Adjourn:** Motion made and seconded to adjourn meeting. Meeting adjourned at 4:47pm.

Submitted by Candice Ziems

# APRIL 2025

Date	Code	Vendor	Amount
04.07	310	First Supply (fire extinguisher supplies)	\$ 56.00
03.31	310	Ace Hardware- plumbing supplies	\$ 22.00
04.14	310	Walboard supplies	\$ 55.00
04.22	310	ALA	\$ 185.00
04.30	221	Alliant Energy	\$ 709.00
04.30	342	Amazon.com (Books: 41 Adult dept)	\$ 663.00
04.30	310	Amazon.com- office supplies	\$ 235.00
04.30	342	Baker and Taylor (Books: 51 Adult dep)	\$ 824.00
04.30	346	Baker and Taylor (Books: 98 Children's dept)	\$ 1,104.00
03.31	342	Bicycling- annual subscription	\$ 22.00
04.30	222	City of Tomah	\$ 150.00
04.24	310	DEMCO- book jackets, bookmarks, book bags	\$ 541.00
04.09	310	Discount Rubber Stamps	\$ 37.00
04.22	310	Discount Rubber Stamps	\$ 64.00
04.13	342	EBSCO- magazine subscription price adjustment	\$ 33.00
04.30	290	EO Johnson 3 month maintenance contract	\$ 125.00
04.07	310	Family Dollar- command hooks	\$ 11.00
04.07	310	Family Dollar- supplies for Children's program	\$ 2.00
04.30	223	Lynxx- monthly telephone chareg	\$ 120.00
04.30	290	Lynxx- montlhy internet charge	\$ 80.00
04.30	290	Minor, H.- monthly janitorial charge	\$ 752.00
04.01	290	MPLC- movie license	\$ 208.00
04.10	209	Net Support- computer software, annual license	\$ 99.00
04.14	290	Otis- maintenance May 01, 2025- April 30, 2026	\$ 1,205.00
04.04	310	Sam's Club- paper towels	\$ 42.00
04.30	310	WalMart- office supplies	\$ 44.00
04.30	310	WalMart- Adult dept movies- 6	\$ 127.00

# APRIL 2025

04.30	342	WalMart- Children's dept movies- 5	\$ 103.00
04.30	220	WE Energy	\$ 305.00
04.14	342	H.W. Wilson Co. - Adult dept reference/ catalog	\$ 278.00
			\$ 8,201.00

## KRUKAR FUND

04.30	310	3RT- montlhy computer charge	\$ 1,816.00
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## FRIENDS OF THE LIBRARY

04.17	310	Aldi -gift card for Adult reading program	\$ 25.00
04.03	310	Barnes & Noble- prizes for Children's reading program	\$ 58.00



# MAY 2025

Date	Code	Vendor	Amount
05.31	221	Alliant Energy	\$ 850.00
05.31	342	Amazon.com (Books: 32 Adult dept)	\$ 420.00
05.31	346	Amazon.com (Books: 5 Children's dept)	\$ 49.00
05.31	310	Amazon.com- office supplies	\$ 24.00
05.31	342	Baker and Taylor (Books: 25 Adult dept)	\$ 392.00
05.31	346	Baker and Taylor (Books: 14 Children's dept)	\$ 146.00
05.31	342	Bicycling- annual magazine subscription	\$ 22.00
05.31	222	City of Tomah- monthly water charge	\$ 146.00
05.09	310	DEMCO- genre labels	\$ 161.00
05.07	310	Ebsco- adult dept magazine subscription	\$ 67.00
05.31	223	Lynxx- monthly telephone charge	\$ 120.00
05.31	290	Lynxx- montlhy internet charge	\$ 80.00
05.31	290	Minor, H.- monthly janitorial charge	\$ 752.00
05.28	290	NEIS- elevator inspection	\$ 93.00
05.03	310	popcorn for movie programming	\$ 18.00
05.27	290	Summit Fire Protection- annual fire extinguisher inspection	\$ 236.00
05.27	290	Summit Fire Protection- annual alarm inspection	\$ 401.00
05.27	290	Summit Fire Protection- annual dry chemical inspection	\$ 118.00
05.29	310	WalMart- office supplies	\$ 20.00
05.13	310	WalMart- Adult dept movies- 7	\$ 147.00
05.13	342	WalMart- Children's dept movie- 1	\$ 15.00
05.31	220	WE Energy	\$ 439.00
05.15	290	WRLS: SWANK movie licensing	\$ 513.00
			\$ 5,229.00
KRU KAR FUND			
05.31	310	3RT- montlhy computer charge	\$ 1,816.00

# MAY 2025

## FRIENDS OF THE LIBRARY

05.20	310	AMAZON- children's dept books for Summer Reading Program- 63	\$ 504.00
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# JUNE 2025

Date	Code	Vendor	Amount
06.30	221	Alliant Energy	\$ 1,098.00
06.30	342	Amazon.com (Books: 32 Adult dept)	\$ 454.00
06.30	346	Amazon.com (Books: 24 Children's dept)	\$ 207.00
06.30	310	Amazon.com- office supplies	\$ 293.00
06.30	342	Baker and Taylor (Books: 20 Adult dept)	\$ 349.00
06.30	346	Baker and Taylor (Books: 35 Children's dept)	\$ 414.00
06.30	222	City of Tomah- monthly water charge	\$ 161.00
06.13	310	Ebsco- adult dept magazine: price adjustment	\$ 33.00
06.30	223	Lynxx- monthly telephone charge	\$ 120.00
06.30	290	Lynxx- montlhy internet charge	\$ 80.00
06.30	290	Minor, H.- monthly janitorial charge	\$ 752.00
06.21	310	WalMart- water	\$ 8.00
06.11	310	WalMart- Adult dept movies- 4	\$ 77.00
06.11	342	WalMart- Children's dept movies- 2	\$ 40.00
06.30	220	WE Energy (n/a at time this report generated)	\$ -
			\$ 4,086.00
		<b>KRUKAR FUND</b>	
	310	3RT- montlhy computer charge	\$ 1,816.00

# **WRLSWEB Services Agreement**

## **Winding Rivers Library System**

### **Tomah Public Library**

#### **Article I: General**

The Boards of the Winding Rivers Library and the Tomah Public Library do hereby enter into an agreement as authorized by Chapter 43, Wisconsin Statutes, for the purpose of sharing an integrated information technology network providing, but not limited to, the following functions: circulation, resource sharing, MARC cataloging, and online public access catalog.

#### **Article II: Definitions**

For the purposes of this agreement:

- 1) Winding Rivers Library System Board is the body established by the Boards of Supervisors of Buffalo, Jackson, Juneau, La Crosse, Monroe, Trempealeau, and Vernon Counties in accordance with Section 43.19 of the Wisconsin Statutes.
- 2) Winding Rivers Library System, also referred to as WRLS, is the agency established under Section 43.15 of the Wisconsin Statutes and operating under the System Board to provide and administer the public library system for the seven counties noted above.
- 3) The Tomah Public Library Board is the body, established under the provisions of Section 43.54 of the Wisconsin Statutes, which administers the Tomah Public Library.
- 4) The Tomah Public Library is the agency established under Section 43.52 of the Wisconsin Statutes by the municipality to provide municipal public library service.
- 5) The shared information technology network, also known as WRLSWEB, is a program established by the participating institutions to provide a shared, integrated library automation system for all area participating public libraries.
- 6) The ILS Administrator is the individual who has been assigned the responsibility of overseeing the technical operation of WRLSWEB. The ILS Administrator's responsibilities will include maintenance of the intellectual and technical integrity of the network and its various databases.
- 7) MARC records shall mean machine-readable bibliographic cataloging records which are structured in accordance with national library standards.

#### **Article III: Winding Rivers Library System Responsibilities**

It is mutually agreed that WRLS shall:

- 1) Abide by the terms specified in this agreement and the shared information technology network bylaws.
- 2) Establish, order, install and maintain licenses and equipment required for the effective operation of the network.

4) This agreement shall become effective upon approval of both boards and shall continue in force until superseded by a new agreement.

5) This agreement may be amended at any time such amendment is mutually agreeable to all parties.

FOR the Tomah Public Library:

  
(Board President)

6/26/25  
(Date)

FOR the Winding Rivers Library System:

\_\_\_\_\_  
(Board President)

\_\_\_\_\_  
(Date)

Cost projections using average of 2021-2023 circulation, 2023 collections, from 2023 annual report data

**Assumptions:**

Total Needed **\$157,437**

% for Base 10%

% for Circulation 60%

% for Collection 30%

Library	Base Factor		Circulations	Circ. Factor	Holdings	Coll. Factor	Oper. Fee		BCN Fee	Bandwidth	Cataloging		Capital Fee	
							Total				Anti-Virus	Service	(10% of Op)	TOTAL FEES
Alma	\$507.86	11,534		\$675.04	12,251	\$616.96	\$1,799.86	\$1,200.00	\$294.12	\$21.98	\$1,375.56	\$287.98	\$4,979.50	
Arcadia	\$507.86	18,168		\$1,063.34	21,875	\$1,101.62	\$2,672.82	\$1,200.00	\$294.12	\$21.98	\$2,456.17	\$427.65	\$7,072.73	
Black River	\$507.86	67,450		\$3,947.71	32,443	\$1,633.82	\$6,089.40		\$147.06	\$98.91	\$3,642.76	\$974.30	\$10,952.43	
Blair	\$507.86	15,726		\$920.41	10,561	\$531.85	\$1,960.12	\$1,200.00	\$294.12	\$10.99	\$1,185.81	\$313.62	\$4,964.66	
Cashton	\$507.86	13,087		\$765.98	6,360	\$320.29	\$1,594.12	\$1,200.00	\$294.12	\$32.97	\$714.11	\$255.06	\$4,090.39	
Coon Valley	\$507.86	14,966		\$875.95	15,631	\$787.17	\$2,170.98	\$1,200.00	\$294.12	\$32.97	\$1,755.08	\$347.36	\$5,800.51	
Elroy	\$507.86	19,306		\$1,129.92	18,543	\$933.82	\$2,571.60	\$1,200.00	\$294.12	\$32.97	\$2,082.04	\$411.46	\$6,592.19	
Ettrick	\$507.86	5,404		\$316.30	6,939	\$349.45	\$1,173.61	\$1,200.00	\$294.12	\$10.99	\$779.12	\$187.78	\$3,645.62	
Galesville	\$507.86	22,861		\$1,338.03	15,587	\$784.96	\$2,630.85	\$1,200.00	\$294.12	\$43.96	\$1,750.14	\$420.94	\$6,340.00	
Hillsboro	\$507.86	29,955		\$1,753.19	44,418	\$2,236.88	\$4,497.93	\$1,200.00	\$294.12	\$43.96	\$4,987.34	\$719.67	\$11,743.01	
Independence	\$507.86	10,179		\$595.76	9,397	\$473.23	\$1,576.85	\$1,200.00	\$294.12	\$21.98	\$1,055.11	\$252.30	\$4,400.36	
Kendall	\$507.86	7,997		\$468.03	18,694	\$941.43	\$1,917.32	\$1,200.00	\$294.12	\$21.98	\$2,099.00	\$306.77	\$5,839.18	
La Crosse County	\$507.86	394,253		\$23,074.81	164,756	\$8,297.08	\$31,879.75		\$735.29			\$5,100.76	\$37,715.80	
La Crosse Public	\$507.86	464,286		\$27,173.72	221,612	\$11,160.34	\$38,841.92	\$2,400.00	\$1,176.48			\$6,214.71	\$48,633.10	
La Farge	\$507.86	14,368		\$840.95	14,870	\$748.85	\$2,097.66	\$1,200.00	\$294.12	\$32.97	\$1,669.63	\$335.63	\$5,630.01	
Mauston	\$507.86	67,487		\$3,949.90	45,826	\$2,307.79	\$6,765.55	\$1,200.00	\$294.12	\$43.96	\$5,145.43	\$1,082.49	\$14,531.54	
Mondovi	\$507.86	27,505		\$1,609.79	16,716	\$841.81	\$2,959.47	\$1,200.00	\$294.12	\$32.97	\$1,876.90	\$473.51	\$6,836.98	
Necedah	\$507.86	16,795		\$983.00	23,796	\$1,198.36	\$2,689.22	\$1,200.00	\$294.12	\$43.96	\$2,671.86	\$430.28	\$7,329.43	
New Lisbon	\$507.86	38,728		\$2,266.65	25,245	\$1,271.33	\$4,045.85	\$1,200.00	\$294.12	\$43.96	\$2,834.56	\$647.34	\$9,065.82	
Norwalk	\$507.86	5,137		\$300.66	7,734	\$389.48	\$1,198.00	\$1,200.00	\$294.12	\$32.97	\$868.39	\$191.68	\$3,785.16	
Ontario	\$507.86	17,773		\$1,040.20	21,757	\$1,095.68	\$2,643.74	\$1,200.00	\$294.12	\$21.98	\$2,442.92	\$423.00	\$7,025.75	
Sparta	\$507.86	69,788		\$4,084.55	36,207	\$1,823.38	\$6,415.79	\$1,200.00	\$294.12	\$98.91	\$4,065.39	\$1,026.53	\$13,100.73	
Strum	\$507.86	8,846		\$517.74	14,003	\$705.19	\$1,730.79	\$1,200.00	\$294.12	\$21.98	\$1,572.28	\$276.93	\$5,096.10	
Taylor	\$507.86	1,944		\$113.76	6,937	\$349.35	\$970.97	\$1,200.00	\$294.12	\$10.99	\$778.90	\$155.35	\$3,410.33	
Trempealeau	\$507.86	29,256		\$1,712.31	15,034	\$757.11	\$2,977.28	\$1,200.00	\$294.12	\$21.98	\$1,688.05	\$476.37	\$6,657.80	
Viroqua	\$507.86	143,215		\$8,382.10	51,636	\$2,600.38	\$11,490.34	\$1,200.00	\$294.12	\$76.93	\$5,797.79	\$1,838.45	\$20,697.63	
Westby	\$507.86	33,058		\$1,934.80	14,255	\$717.88	\$3,160.54	\$1,200.00	\$294.12	\$32.97	\$1,600.58	\$505.69	\$6,793.89	
Whitehall	\$507.86	16,075		\$940.82	16,199	\$815.78	\$2,264.46		\$147.06	\$21.98	\$1,818.85	\$362.31	\$4,614.66	
Wilton	\$507.86	13,596		\$795.77	15,112	\$761.04	\$2,064.66	\$1,200.00	\$294.12	\$43.96	\$1,696.80	\$330.35	\$5,629.89	
Wonewoc	\$507.86	15,224		\$891.03	13,479	\$678.80	\$2,077.69	\$1,200.00	\$294.12	\$65.94	\$1,513.45	\$332.43	\$5,483.63	
WRLS	\$507.86			\$0.00	-	\$0.00	\$507.86	\$1,200.00	\$588.24	\$131.88	\$0.00	\$81.26	\$2,509.24	
TOTAL	\$15,743.70	1,613,967		\$94,462.20	937,873	\$47,231.10	\$157,437.00	\$34,800.00	\$10,441.25	\$1,175.93	\$61,924.00	\$25,189.92	\$290,968.10	

WRLSWEB Base Fees

Innovative maintenance	\$75,000	5 year contract with possible 3% increase starting in year 3
App	\$18,000	
Promote Program	\$13,500	
Authority control service	\$13,500	
WRLS Staff:		
Authority control	\$3,830	Authority control service to prepare data for migration and ensure data integrity
Notices	\$20,657	Estimated 2.6% COLA for authority/cataloging staff in 2025
Mailers	\$4,200	Supplies and postage
IUG	250	Membership in the Innovative Users Group
Novelist	8,300	
Security certificates	200	

Total \$157,437

# **WRLSWEB Shared Information Technology Network**

## ***Bylaws***

### **Article I: Name and Authority**

The shared information technology network, to be known at WRLSWEB, is a cooperative service program of the Winding Rivers Library System and members libraries. The shared automation network is established, administered, operated, and maintained under the legal authority of the Winding Rivers Library System Board of Trustees.

### **Article II: Purpose**

The WRLSWEB shared information technology network is established to provide a shared, integrated library automation system to WRLS member public libraries, and such other area libraries as may participate, for the purposes of 1) facilitating resource sharing among network participants and 2) increasing the efficiency and effectiveness of participating library operations and services. The shared automation network shall provide functions to participating libraries including, but not limited to, circulation, online public access catalog, and cataloging.

WRLSWEB is devised with the expectation that participating institutions have joined in good faith, wishing to enhance their capabilities for their customers and to share resources and expertise with all participating libraries. All participants accept the premise that by joining in this sharing effort, the library resources in the region will be more available and valuable, and the whole of WRLSWEB will be greater than the sum of its parts. Furthermore, participating libraries accept the premise that standardization of some components, procedures, and policies will allow WRLSWEB to function more effectively for all members, and that the autonomy waived by adopting these standards is outweighed by the collective benefit represented by the shared information technology network.

### **Article III: Participation and Termination**

- 1) Any member public library of WRLS may become a participant in WRLSWEB by executing an agreement for this purpose with the WRLS Board.
- 2) Any participant in the shared automation network may elect to terminate participation upon 180 days written noticed prior to the end of any calendar year to the WRLS Director.
  - a) Membership must be terminated effective December 31 of the year by giving notification, in writing, of intent to terminate prior to July 1 of the same year to the WRLS Director. Termination notices given after July 2 may require an additional calendar year of membership due to contractual requirements.
  - b) Any library which has terminated its participation in the network shall have no claim to any assets of the network. Network assets will be any resources held in common for the purpose of improving the capabilities of the network in subsequent years.



- c) Any library which has terminated its participation in the network shall retain ownership of its local hardware.
  - d) Any library which has terminated its participation in the network shall pay WRLSWEB the cost of 1) extracting a copy of the library's records from the database and 2) purging the library's data from the network's remaining database. Cost factors will include WRLSWEB staff time, ILS vendor costs, number of records, and any additional cost recovery.
  - e) Any participating library failing to meet the obligations of membership, upon review and recommendation by the Network Advisory Committee, can be referred to the WRLS board for remedy which could include fines, penalties, loss of some services or access, or expulsion from the network. In any such action, a noncomplying member would have sixty (60) days in which to file an appeal with the WRLS board. A determination for expulsion would require that the offending library is given one hundred-eighty (180) days after a failed appeal process to complete the withdrawal process and make other arrangements for services provided by WRLSWEB.
  - f) Each instance of noncompliance will be dealt with on an individual basis, with any network remedy based solely on the damage caused by the noncompliant member to WRLSWEB generally.
- 4) The Winding Rivers Library System shall also be deemed a participant in the shared information technology network, being eligible for all benefits of the network while also being responsible for meeting network standards and paying network fees.

#### **Article IV: Participant Obligations**

Participants in the shared information technology network shall:

- 1) Abide by the policies and protocols of WRLSWEB established by the Network Advisory Committee.
- 2) Comply with national standards for machine-readable cataloging and form of entry when entering bibliographic data into the WRLSWEB database.
- 3) Agree to share machine-readable bibliographic records with other participants in WRLSWEB.
- 4a) Agree to lend circulating materials listed in the WRLSWEB database to other participants in WRLSWEB according to the guidelines established by the Network Advisory Committee.
- 4b) Agree to purchase library materials in order to satisfy the majority of local need with local resources.
- 5) Comply with Wisconsin law regarding the privacy of library records.
- 6) Acquire and implement security software and devices as specified by the Network Administrator, or their designee, to assure the integrity and dependability of the network and its

data and infrastructure. Any devices added to the network must be approved by the Network Administrator, or their designee.

#### **Article V: WRLSWEB Obligations**

The shared information technology network shall:

- 1) Make every effort to provide any participating library all WRLSWEB functions.
- 2) Ensure that the bibliographic data entered into WRLSWEB complies with national standards for machine-readable cataloging and form of entry.
- 3) Provide daily weekday backup of data, with redundant off-site back-up weekly.
- 4) Make all possible efforts to minimize WRLSWEB outages and notify member library libraries as soon as possible in the event of planned or unexpected downtime.
- 5) Schedule the installation of vendor-provided software and hardware updates after consultation with the Network Advisory Committee.
- 6) Comply with Wisconsin law regarding the privacy of library records.
- 7) Provide to any participant, upon request, copies of any agreements in force with any automation vendors serving or servicing WRLSWEB.

#### **Article VI: Administration**

WRLSWEB shall be administered by the WRLS Director and the WRLS ILS Consultant, under the direction of the Network Advisory Committee, with representation from all WRLSWEB participants.

- 1) The Network Advisory Committee shall hold at least six regularly scheduled meetings per year, unless the Committee agrees to cancel a subsequent meeting.
  - a) Any WRLSWEB participant may submit items for inclusion in meeting agendas, which agendas will be sent to each participating library in advance of such meeting and shall include all items that shall be acted upon at the meeting.
  - b) Additional meetings will be called upon the request of a majority of participating libraries or WRLS, and such meetings will be held within two weeks of the request.
  - c) The WRLS Director or the ILS Consultant shall preside over the meetings of the Network Advisory Committee.
- 2) The Network Advisory Committee shall approve the establishment and constitution of ad hoc committees for the purpose of considering operational issues and making recommendations to the Network Advisory Committee. The ILS Consultant (or their designee) shall be an ex officio member of all ad hoc committees.

3) The Network Advisory Committee shall attempt to arrive at its recommendations by consensus. When consensus cannot be achieved, action will be taken by vote.

- a) A roll call vote may be taken at any meeting of the Network Advisory Committee.
- b) Any participating library unable to be present for a scheduled vote may submit its vote in writing or email prior to the meeting. A participating library unable to attend may also designate a proxy, notifying the WRLS Director of that designation in writing or email in advance of the meeting.
- c) All action shall require the affirmative vote of a majority of the participating libraries.

**Article VII: Amendment**

These bylaws may be amended at any time upon recommendation of the Network Advisory Committee and adoption by the WRLS Board.

Revised and approved by NAC: 04/08/2021

Approved by the WRLS Board: 05/26/2021

## **Technology Requirements for Joining WRLSWEB**

Costs as follows are the responsibility of the joining library.

### **Technical Requirements for Joining WRLSWEB**

1. Must have a high firewall series installed at the site approved by WRLS IT Manager.
2. Must have internet connection through Badgernet, or substitution approved by WRLS IT Manager.
3. Must have a site-to-site VPN setup at the site to the headend.
4. Must use updated Antivirus clients on all PC's owned by the library.
5. FW policies must be setup so that Library Staff network only can access Sierra at the headend.
6. Recommended: Updated managed switch install at the site.

## **Reduced Pressure on Collection Development**

One of the more subtle yet profound benefits of WRLSWEB has been the reduction in pressure to purchase titles for specific patrons. Take, for example, our dedicated patron who enjoys reading 1 or 2 Large Print western stories each week. Prior to WRLSWEB, we felt a need to buy multiple new westerns monthly despite their modest demand. With WRLSWEB, we can now efficiently schedule interlibrary requests to ensure a steady stream of titles for this patron, allowing us to focus on more diverse and high-demand materials.

## **Increased ILL Requests and Circulation**

The post-migration period has been marked by a significant increase in interlibrary loan (ILL) requests. The ease of borrowing and renewing materials through WRLSWEB has led to a noticeable bump in circulation figures, reflecting the positive impact of the system on our library's overall usage and patron satisfaction.

## **Very Few Downsides to the Switch**

- It can be frustrating when new release titles go out in the bins before they get a spot on our shelves.
- During high "buying seasons" the wait to add new titles to the catalog can be slow.
- Patrons waiting for a book like to hear that they're number 2 in line (on 1 copy) instead of number 25 in line (on 30 copies). We had to do a fair amount of patron education to convince them that they should put a hold on instead of "I'll just wait until it's back on the shelf."
- Some patrons did not like the switch to automated notices.



## ACCOUNT STATEMENT

ACCOUNT NUMBER: 1020003415  
JANUARY 01, 2025 TO MARCH 31, 2025



CITY OF TOMAH PUBLIC LIBRARY  
716 SUPERIOR AVENUE  
TOMAH, WI 54660

ACCOUNT NAME: EVELYN E KRUKAR CHARITABLE  
TRUST UNDER WILL

FINANCIAL TEAM: BRIAN BOYER  
612-416-3883  
bboyer@trustpointinc.com





FINANCIAL TEAM: LAURA CAMPBELL  
612-416-3884  
lcampbell@trustpointinc.com

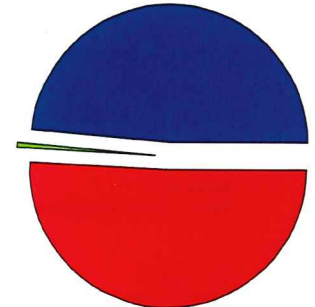
PORTFOLIO MANAGER: YAN ARSENAULT  
608-791-2279  
yarsenault@trustpointinc.com

## ACTIVITY SUMMARY

	THIS PERIOD	YEAR TO DATE
BEGINNING MARKET VALUE	1,258,839.92	1,258,839.92
INCOME	8,060.86	8,060.86
DISBURSEMENTS	3,231.17-	3,231.17-
REALIZED GAIN/LOSS	1,209.94-	1,209.94-
CHANGE IN MARKET VALUE	7,236.94-	7,236.94-
ENDING MARKET VALUE	1,255,222.73	1,255,222.73

## ASSET ALLOCATION

MARKET VALUE AS OF	01/01/2025	03/31/2025	% OF ACCOUNT
 BOND FUNDS	542,302.09	611,359.74	48.7%
 BONDS	49,931.50	0.00	0.0%
 CASH AND EQUIVALENTS	10,999.71	6,706.68	0.5%
 EQUITY	655,606.62	637,156.31	50.8%
Total	1,258,839.92	1,255,222.73	100.0%

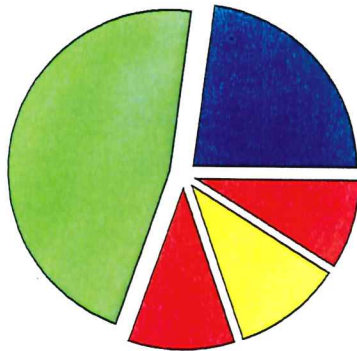


ACCOUNT NUMBER: 1020003415

JANUARY 01, 2025 TO MARCH 31, 2025

### ASSET STATEMENT

#### EQUITY DIVERSIFICATION SUMMARY



INDUSTRY CODE	MARKET VALUE	PERCENT
INTERNATIONAL EQUITY	147,012.04	23.1%
LARGE CAP EQUITY	296,460.85	46.5%
MID CAP EQUITY	68,129.96	10.7%
OTHER EQUITY FUNDS	69,114.09	10.8%
SMALL CAP EQUITY	56,439.37	8.9%
<b>Total</b>	<b>637,156.31</b>	<b>100.0%</b>

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>EQUITY</b>						
<b>INTERNATIONAL EQUITY</b>						
00771X419 GQG PARTNERS EMERGING MARKETS EQUITY I	GQGIX	1,437.830	23,709.82 25,432.55	16.49 17.69	405.47	1.71
00775Y207 ARGA EMERGING MARKETS VALUE FUND	ARMIX	2,275.382	24,847.17 19,682.06	10.92 8.65	791.83	3.19
298706110 AMERICAN FUNDS EUROPACIFIC FUND F3	FEUPX	865.121	47,746.03 34,948.07	55.19 40.40	747.46	1.57
413838574 OAKMARK INTERNATIONAL R6	OAZIX	1,883.693	50,709.02 44,936.35	26.92 23.86	1,339.31 111.61	2.64
<b>TOTAL INTERNATIONAL EQUITY</b>		<b>SUB- TOTAL</b>	<b>147,012.04 124,999.03</b>		<b>3,284.07 111.61</b>	<b>2.23</b>
<b>LARGE CAP EQUITY</b>						
921908844 VANGUARD DIVIDEND APPRECIATION ETF	VIG	440.000	85,355.60 64,007.33	193.99 145.47	1,561.12	1.83
922908579 VANGUARD LARGE CAP INDEX ADM	VLCAH	1,192.675	154,737.65 65,253.75	129.74 54.71	2,034.70	1.31
97717Y477 WISDOMTREE US QUALITY GROWTH ETF	QGRW	1,284.000	56,367.60 52,253.66	43.90 40.70	89.88	0.16
<b>TOTAL LARGE CAP EQUITY</b>		<b>SUB- TOTAL</b>	<b>296,460.85 181,514.74</b>		<b>3,685.70 0.00</b>	<b>1.24</b>

ACCOUNT NUMBER: 1020003415

JANUARY 01, 2025 TO MARCH 31, 2025

**ASSET STATEMENT ( CONTINUED )**

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>MID CAP EQUITY</b>						
922908645 VANGUARD MID CAP INDEX ADMIRAL	VIMAX	212.720	68,129.96 50,331.44	320.28 236.61	1,082.74	1.59
<b>TOTAL MID CAP EQUITY</b>		<b>SUB-TOTAL</b>	68,129.96 50,331.44		1,082.74 0.00	1.59
<b>OTHER EQUITY FUNDS</b>						
378690580 GLENMEDE SECURED OPTIONS I	GLSOX	5,089.403	69,114.09 58,455.34	13.58 11.49	371.53	0.54
<b>TOTAL OTHER EQUITY FUNDS</b>		<b>SUB-TOTAL</b>	69,114.09 58,455.34		371.53 0.00	0.54
<b>SMALL CAP EQUITY</b>						
207019704 CONESTOGA SMALL CAP INST	CCALX	409.217	28,661.56 26,756.41	70.04 65.38		
969251487 WILLIAM BLAIR SMALL CAP VALUE CLASS I	ICSCX	1,022.747	27,777.81 27,946.31	27.16 27.32	273.07 22.76	0.98
<b>TOTAL SMALL CAP EQUITY</b>		<b>SUB-TOTAL</b>	56,439.37 54,702.72		273.07 22.76	0.48
<b>TOTAL EQUITY</b>			637,156.31 470,003.27		8,697.11 134.37	1.36

DESCRIPTION			MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>CASH AND EQUIVALENTS</b>						
31607A703 FIDELITY INVESTMENTS GOVT INST MONEY MARKET PORTFOLIO			6,706.68 6,706.68	1.00 1.00	286.38 23.87	4.27
CASH			0.00			
<b>TOTAL CASH AND EQUIVALENTS</b>			6,706.68 6,706.68		286.38 23.87	4.27

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>BOND FUNDS</b>						
024525727 AMERICAN BEACON DEVELOPING WORLD INCOME Y	AGEYX	3,488.308	24,627.45 24,944.89	7.06 7.15	3,048.78	12.38
316146356 FIDELITY U.S. BOND INDEX FUND	FXNAX	24,640.893	256,511.70 247,599.21	10.41 10.05	8,673.59 722.80	3.38



ACCOUNT NUMBER: 1020003415

JANUARY 01, 2025 TO MARCH 31, 2025

### ASSET STATEMENT ( CONTINUED )

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>BOND FUNDS</b>						
31635T104 FIDELITY INFLATION-PROTECTED BOND INDEX FUND	FIPDX	5,731.732	53,075.84 51,814.86	9.26 9.04	1,908.67 159.06	3.60
46432F859 ISHARES CORE 1-5 YEAR BOND ETF	ISTB	1,350.000	65,272.50 64,483.78	48.35 47.77	2,525.85	3.87
72201F490 PIMCO INCOME FUND I	PIMIX	15,854.847	169,646.86 170,835.52	10.70 10.77	10,464.20 872.02	6.17
92206C755 VANGUARD MORTGAGE-BACKED SECURITIES INDEX	VMBSX	2,287.399	42,225.39 43,056.37	18.46 18.82	1,667.51 149.14	3.95
<b>TOTAL BOND FUNDS</b>			611,359.74 602,734.63		28,288.60 1,903.02	4.63
<b>GRAND TOTAL ASSETS</b>			1,255,222.73 1,079,444.58		37,272.09 2,061.26	2.97

**TRANSACTION STATEMENT**

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
01/01/25	<b>BEGINNING BALANCE</b>	0.00	0.00	1,075,846.62	
02/03/25	<b>ADOBE INC 3.25% 02/01/2025</b> INTEREST 50,000 UNITS PAYABLE 02/01/2025		812.50		
02/03/25	AMORTIZATION ON 50,000 UNITS TO ADJUST TAX LOT, AMORTIZATION = 21.79-	21.79	21.79-	21.79-	
02/03/25	MATURED 50,000 UNITS EFFECTIVE 02/01/2025	50,000.00		50,000.00-	
01/02/25	<b>AMERICAN BEACON DEVELOPING WORLD INCOME Y</b> DIVIDEND ON 3,488.308 SHS AT .0818 PER SHARE PAYABLE 12/31/2024		285.34		
02/04/25	DIVIDEND ON 3,488.308 SHS AT .0724 PER SHARE PAYABLE 02/03/2025		252.55		
03/04/25	DIVIDEND ON 3,488.308 SHS AT .0611 PER SHARE PAYABLE 03/03/2025		213.14		
01/02/25	<b>FIDELITY INVESTMENTS GOVT INST MONEY MARKET PORTFOLIO</b> INTEREST PAYABLE 01/02/2025 TAX EFFECTIVE 12/31/2024		72.33		
02/03/25	INTEREST PAYABLE 02/03/2025		44.45		
03/03/25	INTEREST PAYABLE 03/03/2025		52.05		
	NET CASH MANAGEMENT	4,293.03		4,293.03-	
01/02/25	<b>FIDELITY U.S. BOND INDEX FUND</b> INTEREST PAYABLE 01/02/2025 TAX EFFECTIVE 12/31/2024		604.30		
02/03/25	INTEREST PAYABLE 02/03/2025		608.48		
02/05/25	PURCHASED 2,091.583 SHS ON 02/04/2025 AT 10.26	21,459.64-		21,459.64	
02/20/25	PURCHASED 2,827.315 SHS ON 02/19/2025 AT 10.26	29,008.25-		29,008.25	
03/03/25	INTEREST PAYABLE 03/03/2025		645.51		
02/20/25	<b>FIDELITY INFLATION-PROTECTED BOND INDEX FUND</b> PURCHASED 5,731.732 SHS ON 02/19/2025 AT 9.04	51,814.86-		51,814.86	

**TRANSACTION STATEMENT ( CONTINUED )**

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
01/29/25	ISHARES CORE 1-5 YEAR BOND ETF SOLD 534 SHS ON 01/28/2025 AT 47.9902 THRU TD SECURITIES (USA) LLC COMMISSIONS PAID 8.55 EXPENSES PAID 0.72	25,617.50		25,796.42-	178.92-
02/06/25	DIVIDEND ON 2,473 SHS AT .163154 PER SHARE PAYABLE 02/06/2025		403.48		
02/19/25	SOLD 1,123 SHS ON 02/18/2025 AT 47.90 THRU NATL FINANCIAL SERVICES CORP COMMISSIONS PAID 17.97 EXPENSES PAID 1.49	53,772.24		54,013.66-	241.42-
03/06/25	DIVIDEND ON 1,350 SHS AT .156778 PER SHARE PAYABLE 03/06/2025		211.65		
01/06/25	PIMCO INCOME FUND I INTEREST PAYABLE 01/02/2025 TAX EFFECTIVE 12/31/2024		648.71		
01/29/25	PURCHASED 2,423.69 SHS ON 01/28/2025 AT 10.58	25,642.64-		25,642.64	
02/04/25	INTEREST PAYABLE 02/03/2025		548.99		
02/05/25	PURCHASED 1,846.49 SHS ON 02/04/2025 AT 10.60	19,572.79-		19,572.79	
02/20/25	PURCHASED 1,980.88 SHS ON 02/19/2025 AT 10.63	21,056.75-		21,056.75	
03/04/25	INTEREST PAYABLE 03/03/2025		798.31		
03/31/25	VANGUARD DIVIDEND APPRECIATION ETF DIVIDEND ON 440 SHS AT .9377 PER SHARE PAYABLE 03/31/2025		412.59		
01/06/25	VANGUARD SHORT TERM TREASURY ADM INTEREST PAYABLE 01/02/2025 TAX EFFECTIVE 12/31/2024		130.74		
02/04/25	INTEREST PAYABLE 02/03/2025		131.72		
02/20/25	SOLD 3,760.009 SHS ON 02/19/2025 AT 9.81	36,885.69		37,675.29-	789.60-
03/04/25	INTEREST PAYABLE 03/03/2025		82.29		
02/03/25	VANGUARD MORTGAGE-BACKED SECURITIES INDEX DIVIDEND ON 1,910.984 SHS AT .0633 PER SHARE PAYABLE 02/03/2025		120.97		
02/05/25	PURCHASED 376.415 SHS ON 02/04/2025 AT 18.18	6,843.22-		6,843.22	

ACCOUNT NUMBER: **1020003415**

JANUARY 01, 2025 TO MARCH 31, 2025

**TRANSACTION STATEMENT ( CONTINUED )**

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
03/03/25	DIVIDEND ON 2,287.399 SHS AT .0631 PER SHARE PAYABLE 03/03/2025		144.33		
03/28/25	VANGUARD LARGE CAP INDEX ADM DIVIDEND ON 1,192.675 SHS AT .4451 PER SHARE PAYABLE 03/28/2025		530.86		
03/28/25	VANGUARD MID CAP INDEX ADMIRAL DIVIDEND ON 212.72 SHS AT 1.4365 PER SHARE PAYABLE 03/28/2025		305.57		
	NET TRUST POINT FEE FOR THE PERIOD		3,231.17-		
03/31/25	<b>ENDING BALANCE</b>	4,807.90-	4,807.90	1,079,444.58	1,209.94-

For your protection, orders or instructions regarding your account will not be accepted via voicemail or email. Please contact a member of your Financial Team if you have questions or instructions related to your account.



## ACCOUNT STATEMENT

ACCOUNT NUMBER: 1020003415

APRIL 01, 2025 TO JUNE 30, 2025



CITY OF TOMAH PUBLIC LIBRARY  
716 SUPERIOR AVENUE  
TOMAH, WI 54660

ACCOUNT NAME: EVELYN E KRUKAR CHARITABLE  
TRUST UNDER WILL

FINANCIAL TEAM: BRIAN BOYER  
612-416-3883  
bboyer@trustpointinc.com




FINANCIAL TEAM: LAURA CAMPBELL  
612-416-3884  
lcampbell@trustpointinc.com

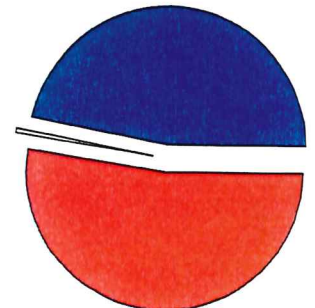
PORTFOLIO MANAGER: YAN ARSENAULT  
608-791-2279  
yarsenault@trustpointinc.com

## ACTIVITY SUMMARY

	THIS PERIOD	YEAR TO DATE
BEGINNING MARKET VALUE	1,255,222.73	1,258,839.92
INCOME	7,139.74	15,200.60
DISBURSEMENTS	14,014.64-	17,245.81-
REALIZED GAIN/LOSS	1,784.48-	2,994.42-
CHANGE IN MARKET VALUE	64,049.81	56,812.87
ENDING MARKET VALUE	1,310,613.16	1,310,613.16

## ASSET ALLOCATION

MARKET VALUE AS OF	04/01/2025	06/30/2025	% OF ACCOUNT
 BOND FUNDS	611,359.74	616,953.50	47.1%
 CASH AND EQUIVALENTS	6,706.68	6,491.81	0.5%
 EQUITY	637,156.31	687,167.85	52.4%
Total	1,255,222.73	1,310,613.16	100.0%



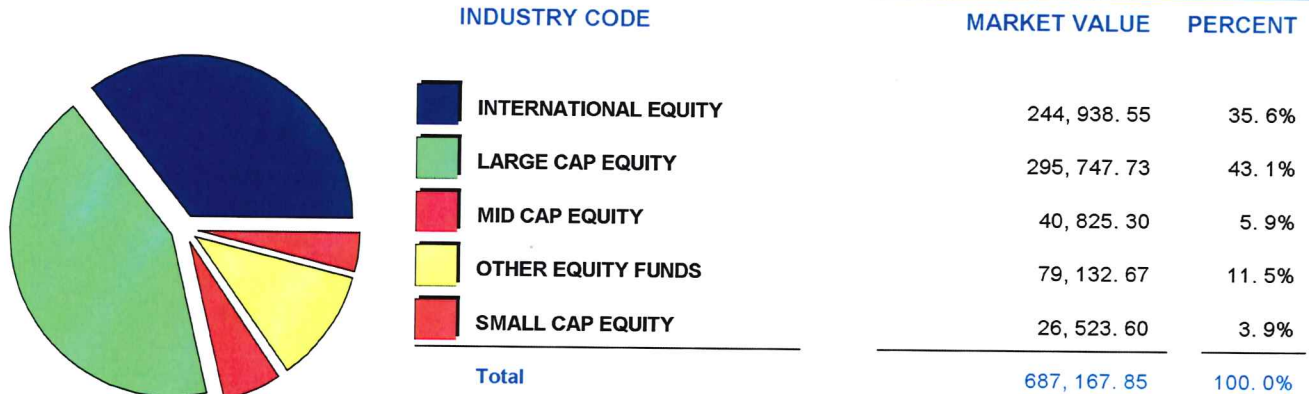


ACCOUNT NUMBER: **1020003415**

APRIL 01, 2025 TO JUNE 30, 2025

### ASSET STATEMENT

#### EQUITY DIVERSIFICATION SUMMARY



DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>EQUITY</b>						
<b>INTERNATIONAL EQUITY</b>						
00771X419 GQG PARTNERS EMERGING MARKETS EQUITY I	GQGIX	1,898.993	33,004.50 33,037.13	17.38 17.40	535.52	1.62
00775Y207 ARGA EMERGING MARKETS VALUE FUND	ARMIX	2,873.539	35,430.74 26,219.92	12.33 9.12	999.99	2.82
298706110 AMERICAN FUNDS EUPAC FUND CL F3	FEUPX	1,438.030	87,417.84 67,477.82	60.79 46.92	874.32	1.00
413838574 OAKMARK INTERNATIONAL R6	OAZIX	2,935.271	89,085.47 74,138.68	30.35 25.26	2,086.98 173.92	2.34
<b>TOTAL INTERNATIONAL EQUITY</b>		<b>SUB-TOTAL</b>	<b>244,938.55 200,873.55</b>		<b>4,496.81 173.92</b>	<b>1.84</b>
<b>LARGE CAP EQUITY</b>						
921908844 VANGUARD DIVIDEND APPRECIATION ETF	VIG	463.000	94,762.21 68,373.67	204.67 147.68	1,629.76 806.74	1.72
922908579 VANGUARD LARGE CAP INDEX ADM	VLCAX	986.918	142,234.62 37,599.99	144.12 38.10	1,674.80 419.44	1.18
97717Y477 WISDOMTREE US QUALITY GROWTH ETF	QGRW	1,118.000	58,750.90 45,498.12	52.55 40.70	78.26	0.13
<b>TOTAL LARGE CAP EQUITY</b>		<b>SUB-TOTAL</b>	<b>295,747.73 151,471.78</b>		<b>3,382.82 1,226.18</b>	<b>1.14</b>

## ACCOUNT STATEMENT

PAGE 3

ACCOUNT NUMBER: **1020003415**

APRIL 01, 2025 TO JUNE 30, 2025

### ASSET STATEMENT ( CONTINUED )

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>MID CAP EQUITY</b>						
922908645 VANGUARD MID CAP INDEX ADMIRAL	VIMAX	117.720	40,825.30 18,648.08	346.80 158.41	619.91 155.20	1.52
<b>TOTAL MID CAP EQUITY</b>		<b>SUB- TOTAL</b>	<b>40,825.30 18,648.08</b>		<b>619.91 155.20</b>	<b>1.52</b>
<b>OTHER EQUITY FUNDS</b>						
378690580 GLENMEDE SECURED OPTIONS I	GLSOX	5,628.213	79,132.67 65,664.62	14.06 11.67	422.12	0.53
<b>TOTAL OTHER EQUITY FUNDS</b>		<b>SUB- TOTAL</b>	<b>79,132.67 65,664.62</b>		<b>422.12 0.00</b>	<b>0.53</b>
<b>SMALL CAP EQUITY</b>						
207019704 CONESTOGA SMALL CAP INST	CCALX	179.820	13,196.99 10,565.60	73.39 58.76		
969251487 WILLIAM BLAIR SMALL CAP VALUE CLASS I	ICSCX	479.030	13,326.61 12,053.47	27.82 25.16	127.90 10.66	0.96
<b>TOTAL SMALL CAP EQUITY</b>		<b>SUB- TOTAL</b>	<b>26,523.60 22,619.07</b>		<b>127.90 10.66</b>	<b>0.48</b>
<b>TOTAL EQUITY</b>			<b>687,167.85 459,277.10</b>		<b>9,049.56 1,565.96</b>	<b>1.32</b>

DESCRIPTION			MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>CASH AND EQUIVALENTS</b>						
31607A703 FIDELITY INVESTMENTS GOVT INST MONEY MARKET PORTFOLIO			6,491.81 6,491.81	1.00 1.00	277.20 23.10	4.27
<b>TOTAL CASH AND EQUIVALENTS</b>			<b>6,491.81 6,491.81</b>		<b>277.20 23.10</b>	<b>4.27</b>

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>BOND FUNDS</b>						
024525727 AMERICAN BEACON DEVELOPING WORLD INCOME Y	AGEYX	3,488.308	25,325.12 24,944.89	7.26 7.15	2,863.90	11.31
316146356 FIDELITY U.S. BOND INDEX FUND	FXNAX	26,456.805	276,209.04 266,521.01	10.44 10.07	9,524.45 793.70	3.45

ACCOUNT NUMBER: **1020003415**

APRIL 01, 2025 TO JUNE 30, 2025

**ASSET STATEMENT ( CONTINUED )**

DESCRIPTION	TICKER	SHARES	MARKET VALUE/ TAX COST	MARKET PRICE/ COST PRICE	EST ANNUAL INCOME/ ACCRUED INC	CURRENT YIELD
<b>BOND FUNDS</b>						
31635T104 FIDELITY INFLATION-PROTECTED BOND INDEX FUND	FIPDX	5,427.343	50,365.74 49,063.18	9.28 9.04	1,894.14 157.85	3.76
46432F859 ISHARES CORE 1-5 YEAR BOND ETF	ISTB	1,290.000	62,758.50 61,627.72	48.65 47.77	2,483.25	3.96
72201F490 PIMCO INCOME FUND I	PIMIX	15,299.414	164,774.69 164,632.98	10.77 10.76	10,097.61 841.47	6.13
92206C755 VANGUARD MORTGAGE-BACKED SECURITIES INDEX	VMBSX	2,032.525	37,520.41 38,226.51	18.46 18.81	1,540.65 131.50	4.11
<b>TOTAL BOND FUNDS</b>			616,953.50 605,016.29		28,404.00 1,924.52	4.60
<b>GRAND TOTAL ASSETS</b>			1,310,613.16 1,070,785.20		37,730.76 3,513.58	2.88



**TRANSACTION STATEMENT**

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
04/01/25	<b>BEGINNING BALANCE</b>	4,807.90-	4,807.90	1,079,444.58	
	<b>GQG PARTNERS EMERGING MARKETS EQUITY I</b>				
05/01/25	PURCHASED 461.163 SHS ON 04/30/2025 AT 16.49	7,604.58-		7,604.58	
	<b>ARGA EMERGING MARKETS VALUE FUND</b>				
05/01/25	PURCHASED 598.157 SHS ON 04/30/2025 AT 10.93	6,537.86-		6,537.86	
	<b>AMERICAN BEACON DEVELOPING WORLD INCOME Y</b>				
04/02/25	DIVIDEND ON 3,488.308 SHS AT .0527 PER SHARE PAYABLE 04/01/2025		183.83		
05/02/25	DIVIDEND ON 3,488.308 SHS AT .0594 PER SHARE PAYABLE 05/01/2025		207.21		
06/03/25	DIVIDEND ON 3,488.308 SHS AT .0711 PER SHARE PAYABLE 06/02/2025		248.02		
	<b>CONESTOGA SMALL CAP INST</b>				
05/01/25	SOLD 229.397 SHS ON 04/30/2025 AT 70.13	16,087.58		16,190.81-	103.23-
	<b>AMERICAN FUNDS EUPAC FUND CL F3</b>				
05/01/25	PURCHASED 572.909 SHS ON 04/30/2025 AT 56.78	32,529.75-		32,529.75	
06/11/25	CAP GAINS DIVIDEND ON 1,438.03 SHS AT 1.6642 PER SHARE PAYABLE 06/10/2025	2,393.17			2,393.17
	<b>FIDELITY INVESTMENTS GOVT INST MONEY MARKET PORTFOLIO</b>				
04/01/25	INTEREST PAYABLE 04/01/2025		21.36		
05/01/25	INTEREST PAYABLE 05/01/2025		30.48		
06/02/25	INTEREST PAYABLE 06/02/2025		43.88		
	<b>NET CASH MANAGEMENT</b>	214.87		214.87-	
	<b>FIDELITY U.S. BOND INDEX FUND</b>				
04/01/25	INTEREST PAYABLE 04/01/2025		770.43		
05/01/25	PURCHASED 1,815.912 SHS ON 04/30/2025 AT 10.42	18,921.80-		18,921.80	
05/01/25	INTEREST PAYABLE 05/01/2025		756.05		
06/02/25	INTEREST PAYABLE 06/02/2025		841.50		

ACCOUNT NUMBER: **1020003415**

APRIL 01, 2025 TO JUNE 30, 2025

### TRANSACTION STATEMENT ( CONTINUED )

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
	<b>FIDELITY INFLATION-PROTECTED BOND INDEX FUND</b>				
04/07/25	DIVIDEND ON 5,731.732 SHS AT .031 PER SHARE PAYABLE 04/07/2025		177.68		
05/01/25	SOLD 304.389 SHS ON 04/30/2025 AT 9.24	2,812.55		2,751.68-	60.87
	<b>GLENMEDE SECURED OPTIONS I</b>				
04/04/25	DIVIDEND ON 5,089.403 SHS AT .0315 PER SHARE PAYABLE 04/02/2025		160.32		
05/01/25	PURCHASED 538.81 SHS ON 04/30/2025 AT 13.38	7,209.28-		7,209.28	
05/01/25	<b>OAKMARK INTERNATIONAL R6</b> PURCHASED 1,051.578 SHS ON 04/30/2025 AT 27.77	29,202.33-		29,202.33	
	<b>ISHARES CORE 1-5 YEAR BOND ETF</b>				
04/04/25	DIVIDEND ON 1,350 SHS AT .165987 PER SHARE PAYABLE 04/04/2025		224.08		
05/01/25	SOLD 60 SHS ON 04/30/2025 AT 48.54 THRU CLEAR STREET LLC COMMISSIONS PAID 0.96 EXPENSES PAID 0.08	2,911.36		2,856.06-	55.30
05/06/25	DIVIDEND ON 1,290 SHS AT .163818 PER SHARE PAYABLE 05/06/2025		211.33		
06/05/25	DIVIDEND ON 1,290 SHS AT .17051311 PER SHARE PAYABLE 06/05/2025		219.96		
	<b>PIMCO INCOME FUND I</b>				
04/03/25	INTEREST PAYABLE 04/01/2025		872.02		
05/01/25	SOLD 555.433 SHS ON 04/30/2025 AT 10.67	5,926.47		6,202.54-	276.07-
05/02/25	INTEREST PAYABLE 05/01/2025		871.13		
06/03/25	INTEREST PAYABLE 06/02/2025		841.42		
	<b>VANGUARD DIVIDEND APPRECIATION ETF</b>				
05/01/25	PURCHASED 23 SHS ON 04/30/2025 AT 189.8249 THRU NATL FINANCIAL SERVICES CORP COMMISSIONS PAID 0.37	4,366.34-		4,366.34	

**TRANSACTION STATEMENT ( CONTINUED )**

DATE	DESCRIPTION	PRINCIPAL CASH	INCOME CASH	COST	GAIN / LOSS
04/01/25	VANGUARD MORTGAGE-BACKED SECURITIES INDEX DIVIDEND ON 2,287.399 SHS AT .0652 PER SHARE PAYABLE 04/01/2025		149.14		
05/01/25	SOLD 254.874 SHS ON 04/30/2025 AT 18.44	4,699.87		4,829.86-	129.99-
05/01/25	DIVIDEND ON 2,287.399 SHS AT .0787 PER SHARE PAYABLE 05/01/2025		180.02		
06/02/25	DIVIDEND ON 2,032.525 SHS AT .0639 PER SHARE PAYABLE 06/02/2025		129.88		
05/01/25	VANGUARD LARGE CAP INDEX ADM SOLD 205.757 SHS ON 04/30/2025 AT 129.15	26,573.52		27,653.76-	1,080.24-
05/01/25	VANGUARD MID CAP INDEX ADMIRAL SOLD 95 SHS ON 04/30/2025 AT 317.28	30,141.60		31,683.36-	1,541.76-
05/01/25	WILLIAM BLAIR SMALL CAP VALUE CLASS I SOLD 543.717 SHS ON 04/30/2025 AT 25.92	14,093.15		15,892.84-	1,799.69-
05/01/25	WISDOMTREE US QUALITY GROWTH ETF SOLD 166 SHS ON 04/30/2025 AT 44.5515 THRU TD SECURITIES (USA) LLC COMMISSIONS PAID 2.65 EXPENSES PAID 0.20	7,392.70		6,755.54-	637.16
05/09/25	PAID TO UNITED STATES TREASURY 2024 FEDERAL FIDUCIARY BALANCE DUE	371.00-			
05/12/25	PAID TO UNITED STATES TREASURY 2025 FORM 990-PF ESTIMATE	696.00-			
06/30/25	PAID TO ST PAUL'S LUTHERAN CHURCH SEMI-ANNUAL INCOME DISTRIBUTION		3,867.19-		
06/30/25	PAID TO CITY OF TOMAH PUBLIC LIBRARY SEMI-ANNUAL INCOME DISTRIBUTION		3,867.18-		
	NET TRUST POINT FEE FOR THE PERIOD		3,213.27-		
	NET TAX PREPARATION FEE FOR THE PERIOD	1,000.00-	1,000.00-		
06/30/25	ENDING BALANCE	0.00	0.00	1,070,785.20	1,784.48-



## ACCOUNT STATEMENT

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ACCOUNT NUMBER: **1020003415**

APRIL 01, 2025 TO JUNE 30, 2025

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For your protection, orders or instructions regarding your account will not be accepted via voicemail or email. Please contact a member of your Financial Team if you have questions or instructions related to your account.