

APL 101



Resident Leadership Academy · 2026

Library ~~Privileges~~ Rights.



A First Amendment Institution

Courts have repeatedly held that public libraries are constitutionally protected spaces for the free flow of information.



Your Privacy Is Protected

Wisconsin Statute §43.30 protects the confidentiality of your library use.



Open to Everyone

One of America's last truly open civic spaces.

381

Public Libraries in WI



Library System Context

- Wisconsin's public libraries are overseen by the Dept. of Public Instruction.
- Libraries are funded and governed locally.
- APL contracts with OWLS (Outagamie Waupaca Library System), one of 15 regional systems in the state, to coordinate and strengthen services.

OWLS Provides:

Library Catalog

Interlibrary Loan

Delivery

Continuing Education

Consulting

Technology Support

Outreach

Coordination with State & Counties

Cooperative purchasing

The library is governed by a citizen Board of Trustees.

The Mayor appoints members to the public library board, with approval of the City Council including one Council member.

- AASD representative. County representative.

Final library budget is determined by the City Council through the city budget process.

Libraries often have Friends groups and/or foundations which are essential philanthropic and advocacy groups that support the library's mission.

Roles & Responsibilities

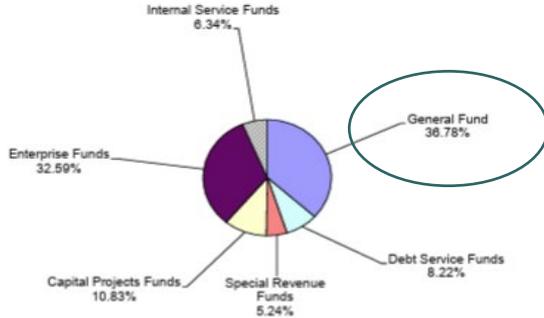
	Library Director	Library Board	Friends
General Admin	Run the library including hiring and delegating staff. Advise board; Serve on City's Leadership Team, support Friends.	Recruit & hire a qualified Director. Maintain an annual performance appraisal process. Help determine and advocate for reasonable staff salaries and benefits.	Support library service through fundraising, volunteerism & community advocacy.
Policy	Inform board of needed policies/revisions. Implement all board-adopted policies.	Participate in the development and approval of library policies. Review policies on a regular, systematic schedule. Become familiar with principles of intellectual freedom.	Support policies as adopted by the board.
Planning	Coordinate & implement strategic plan with board, Friends, staff & community.	Assist in the formulation and adoption of a strategic plan, periodically review and revise.	Provide input into strategic plan and support its implementation. Encourage community engagement with planning.
Fiscal	Prepare and oversee the library's budget as part of City of Appleton's budget procedure. Ensure stewardship of library resources and facility.	Work with the municipal governing body to obtain adequate library funding. Assist in the review and approval of the annual budget and monthly expenditures as presented by the library director.	Conduct fundraising to support the library's mission and plans.
Advocacy	Promote library mission. Educate board, Friends & community on legislative issues.	Act as an advocate for the library through contacts with civic groups and public officials.	Promote library mission. Advocate to legislators.
Meetings & Networking	Attend board & Friends meetings. Represent library in community. Participate in State and National professional organizations.	Prepare for and attend regular board meetings. Represent the library in community. Participate in conferences and workshops to expand knowledge.	Advocate for the library in the community.

Adapted from: "Working Together: Roles & Responsibilities Guidelines." Connecticut State Library, ACLB, Friends of Connecticut Libraries.

CITY OF APPLETON 2026 BUDGET

EXPENDITURE BY FUND GROUP

\$201,337,759



General Fund - The General fund is the general operating fund of the City. This fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, State transportation aids and State shared revenues. Primary expenditures are for public safety, public works, education and recreation, community development and general government.

Debt Service Funds - Debt Service funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs, excluding that payable from proprietary funds.

Special Revenue Funds - Special Revenue funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

Capital Projects Funds - Capital Projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities other than those financed by proprietary funds and trust funds. Resources are derived from general obligation bond and note issues, certain federal grants and other specific receipts.

Enterprise Funds - Enterprise funds are used to account for activities that are financed and operated in a manner similar to that found in the private sector, where the determination of net income is necessary or useful to sound financial administration. Goods or services from such activities provided to outside parties are accounted for in enterprise funds.

Internal Service funds - Internal Service funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or other governments, on a cost reimbursement basis.

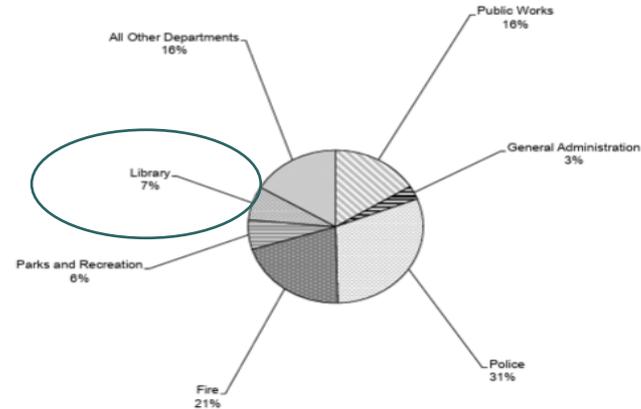
CITY OF APPLETON 2026 BUDGET

GENERAL FUND

The General Fund is the general operating fund of the City. This fund accounts for the financial resources of the City which are not accounted for in any other fund. Principal sources of revenue are property taxes, State transportation aids, and State shared revenues. Primary expenditures are for police protection, fire protection, public works, and general administration.

2026 GENERAL FUND EXPENDITURES

\$74,062,013



2026 Library Budget

Personnel



\$3,866,011

Purchased Services



\$644,593

Supplies



\$723,859

\$5,284,097
Total 2026 Budget

\$597,644

Books &
Library Materials

82% of Supplies budget

2026 Revenues: \$1,324,224

	2023 ACTUAL	2024 ACTUAL	2025 YTD ACTUAL	2025 ORIG BUD	2025 REVISED BUD	2026 BUDGET
Program Revenues						
423200 Library Grants & Aids	1,064,805	1,166,028	805,872	1,268,046	1,268,046	1,293,724
480100 General Charges for Service	788	499	265	-	-	-
500100 Fees & Commissions	-	-	4	-	-	-
501500 Rental of City Property	-	-	1,163	15,000	15,000	15,000
502000 Donations & Memorials	325	10,535	12,183	-	-	-
503500 Other Reimbursements	124,734	526,025	(103,922)	15,600	15,600	15,500
TOTAL PROGRAM REVENUES	1,190,652	1,703,087	715,565	1,298,646	1,298,646	1,324,224

Solar CIP Request: Sustainability & Resiliency

- Renovated library building is fully electrified — solar will offset increased electrical demand.
- Original renovation plans included solar; a grant was not obtained and inflation required it to be cut.
- Seeking to reduce operating costs and demonstrate commitment to sustainability and climate resiliency.
- Plan to fund entirely through energy rebates and grants with no additional cost to taxpayers.
- City of Appleton's Sustainability & Resiliency Manager is a Certified Renewable Energy Professional and Certified Energy Manager.

Funded through energy rebates and grants

CITY OF APPLETON 2026 BUDGET CAPITAL IMPROVEMENTS PROGRAM PROJECT REQUEST

IDENTIFICATION	
Project Title:	Sustainability & Resiliency
PROJECT DESCRIPTION	
<p>Justification:</p> <p>Library: Solar Installation: (2026) Add a solar array to the Library. In 2024, a grant was sought and not obtained. This array will qualify for approximately 40% rebate under the Tax Reduction Act which the City of Appleton qualifies for.</p> <p>It is expected that grants and energy rebates would fund the cost of installation with no burden to the tax payers.</p>	
<p>Discussion of operating cost impact: Since these projects are renovations of existing space, there is no anticipated impact on operating cost. Early estimates are that the City's share would be \$350,000.</p>	

DEPARTMENT COST SUMMARY						
DEPARTMENT PHASE	2026	2027	2028	2029	2030	Total
PRFM Library	350,000	-	-	-	-	\$ 350,000
Facilities Capital Projects	350,000	-	-	-	-	\$ 350,000
Total - Facility Renovations Projects	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000

COST ANALYSIS						
	Estimated Cash Flows					
Components	2026	2027	2028	2029	2030	Total
Planning	50,000	-	-	-	-	\$ 50,000
Land Acquisition	-	-	-	-	-	-
Construction	300,000	-	-	-	-	\$ 300,000
Other	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
Operating Cost Impact	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

A New Era



Photo: Dave Burk © SOM

Educate & Inspire Youth



Children

Designed to support all developmental stages



Teens

A welcoming teen space with programming curated by our teen staff in the Vira Stoner Flex Box

Services & Programs for All



Workforce & Career

1:1 resume and cover letter support, digital skills programming, job board, small business resources, U.S. Venture Coworking Space.



Health & Wellness

Health literacy. Food literacy. No Questions Asked Collection. Blood Pressure Monitors.



Creation & Innovation

Artists-in-Residence, Flipside Streaming service and concerts, creative programming.



Digital Literacy

1:1 Tech help, programming ranging from email basics to AI. No one should be left behind in the digital age.



Civic Engagement

Local history, community forums. Community information board. An informed citizenry starts here.



No Wrong Door

Providing access to local organizations providing important services.

A City of Learning & Literacy



Photo: Dave Burk © SOM



Fox Cities Reads

*Read, think, talk, listen, and grow together.
"Remarkably Bright Creatures" by Shelby Van Pelt*



Summer Library Program

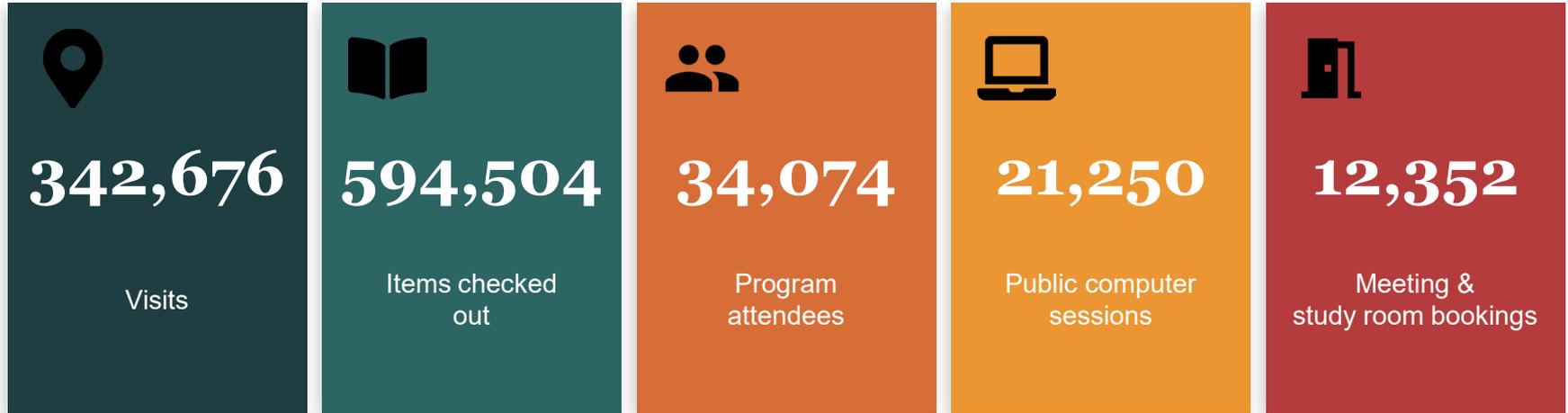
1,850 adults, teens, and children participated



Resources for Book Clubs

*The Wednesday Club Book Club Hub
David L. & Rita E. Nelson Family Fund Unconference Room*

Our first year, By the Numbers



February 15-December 31, 2025

WHAT'S NEXT

Strategic Planning Is Coming.

Now that we have a building that meets our needs, it's time to focus on what's next for Appleton Public Library.

We look forward to partnering with you to shape the future of your library.

