



To: Kaukauna Public Library Board of Trustees
From: Library Director A. Thiem-Menning
Date: 8/21/24
Re: Budget

The 2025 budget process is underway already! Please see the City schedule from the Finance Department attached. First up will be Capital Improvement Plan meetings and discussions.

At the same time, we are internally meeting to build the budget now and will get a meeting scheduled for the first week in September with the Board Finance Committee.

Budgets are due to City on September 9th. As a group, Department Heads will then meet to see where all the departments combined are in terms of overall budget to see where any cuts may need to be made.

On the personnel side, we will be requesting a full-time Public Services Coordinator position again this year.

