

**Arrowhead Library System
Librarians Meeting
Wednesday, July 18 2018
Milton Public Library
430 E High St. Milton
9:30 a.m.**

This meeting is being held at the Milton Public Library, 430 E High St., Milton.

1. Call to order 9:30a.m. – Chair – Megan Kloeckner
2. Secretary – Tovah Anderson
3. Additions to Agenda
4. Approval of the June 2018 Minutes
5. Unfinished Business
 - a. Shared System
 1. Share update
 - a. Delivery Update
 - b. June Statistics
 - b. Technology
 1. BadgerNet – Router updates
 - c. Hoopla
 - d. WPLC/Overdrive
 - e. Gale Courses
 - f. Budget 2018/2019
 - g. Youth Services update- Jeni Schomber
 - h. Public Library System Redesign Project - Joe Davies, Paula Kiely, Bryan McCormick
 - i. ALS Board Report – Sarah Strunz
6. New Business
 - a. 2019 ALS Charter
 - b. 2019 ALS Automation/SHARE Budget
 - c. Autism Society Books
7. ALS Activities
8. Activities in Member Libraries
9. Adjourn - Lunch to follow meeting.

Dates to Remember:

ALS Board Meeting – August 8 – 6:00 pm @ ALS

Arrowhead Library System
Librarians Meeting Minutes
Wednesday, June 20, 2018 at 9:30 a.m.
Beloit Public Library: 605 Eclipse Blvd., Beloit, WI 53511

In attendance: Steve Platteter, Tovah Anderson, Nick Dimassis, Charles Teval, Kirstin Almo, Mary Bieber, Jeni Schomber, Megan Kloeckner, Lisa Brooks

1. Call to order 9:33 a.m. – Chair – Nick Dimassis
2. Secretary – Tovah Anderson
3. Additions to Agenda – None
4. Approval of the May 2018 Minutes – Approved Unanimously
5. **Unfinished Business**
 - a. Shared System
 - i. SHARE update
 1. Delivery Update
 - a. Switching all ALS libraries to smaller bins
 - b. *Action Logistics* is close to an affordable solution for VIP run
 - c. VIP is now sorting HPL and BPL into their own bins, has cut down sorting time by nearly 50%, KCLS can't accommodate
 2. May Statistics – *See packet or email for spreadsheets*
 - b. Technology
 - i. BadgerNet – Router updates
 1. Issue isolate, solution found – SoHos is adding additional device at head end... virtual router on RockCat server.
 2. Cutover tentatively happening next week, details TBA
 - c. Hoopla
 - i. *See statistics in packet*
 - ii. Charles Teval: HPL trying to stay at 6 checkouts for the year by shifting budget around. May have to drop to 5. Really wants to be able to add new digital services to the lineup.
 - iii. Library Standards balancing act between traditional and digital collections
 - iv. **Steve P. needs your 2019 Hoopla contribution \$s by the end of June.**
 - d. WPLC/Overdrive
 - i. *OverDrive Stats are in packet*
 - ii. Budget passed at last week's WPLC Board Meeting
 - iii. Each member is now an equal partner in WPLC, ALS pays \$5,605/year.
 - iv. Discussion about automatic buying pools increases tabled for more discussion.
 - e. Gale Courses
 - i. June Enrollment Stats – *in packet*

- ii. April Final Stats – *in packet*
- f. Budget 2018
 - i. ALS Rock County Funding Request – *see packet*
- g. Youth Services update- Jeni Schomber
 - i. 1,000 Books Before Kindergarten Prizes:
 - 1. CPL gives a book at every 100 books
 - 2. BPL and other libraries do 100 books bag, 500 books bumper sticker, Jaime's Book at 1,000 books, Stickers at all other milestones
 - a. Parents don't like the bumper sticker for multiple reasons
 - b. CPL suggests a book at 500 books
 - 3. **Does ALS have a prize budget left?**
 - ii. Would like to plan a fall workshop for ALS youth services
 - a. BPL's new head of programming will be involved as well
 - iii. State Youth Consultants are trying to plan a time to get together
 - iv. BPL is hosting a Drag Queen Storytime next week, libraries have been reaching out with help and information requests about how to handle event
 - 1. Dragqueenstoryhour.org has great references, PR, and talking points
 - 2. Read BPL's statement Amy Mitchell wrote
- h. Public Library System Redesign Project
 - i. *Model W and Model Y in packet – not officially what's happening, just a start*
 - 1. PLSR is soliciting comments, **please be vocal to the PLSR committee**
 - ii. Model W
 - 1. Essential the status quo with some standards attached (TBD)
 - 2. Funding increase is important aspect
 - 3. *Two funding scenarios exclusive to plan W passed out – one if state approves budget increases, one if pre-2018/19-increase levels return*
 - a. Basic idea: System boundaries stay the same with new system standards, yet to be determined. Funding formula would changed to 43.24(1)(c). Legislative lobbying efforts for around a 2 million increase in aid between 2020 and 2021. If lobbying is successful, ALS would see a modest increase, some systems would see much larger increases. If funding returns to 2017 levels ALS would see a large decrease in state aid.
 - iii. Plan Y
 - 1. No funding portion put with this plan yet
 - 2. (Could) incorporate most of the workgroup models
 - 3. Reduces systems to 6-8 overall, proposes delivery regions – *map passed out*
 - a. Milwaukee, Bridges, Lakeshores, Arrowhead systems
 - b. Could have multiple ILS in a region
 - c. Would seek to add a discovery layer to ILS in the state
 - 4. Additional State and Regional Oversight Boards
 - 5. Does not recommend changes to local municipality control of libraries
 - iv. Will try to get a PLSR steering committee member to speak to board and/or librarians meeting
- i. ALS Board Report – Steve Platteter
 - i. Approved State Record Retention Policy

6. New Business

- a. 2018 Trustee Training Week – August 13-17, 2018
 - i. *Brochure handed out*
 - ii. Encourage trustees, staff, and those interested to sign up for these webinars. ALS is a sponsor so it's free.
 - iii. BPL is willing to host a viewing.
- b. Patron Municipality Updates
 - i. SHARE and former RockCat databases were put against two address verifying websites. *Read Jim Novy's email.* Changes will be made at the end of the month.
- c. ALS Website – Tovah Anderson
- d. OverDrive Big Read – Tovah Anderson
 - i. July 9-23
 - ii. No holds or wait list for "Cowboy Pride"
 - iii. OverDrive Facilitates an online discussion
- e. Kanopy – Charles Teval
 - i. Includes Public Performance Rights
 - ii. Trial good through 25th (Charles thinks) – give feedback to Charles
 - iii. Pay per circ, set limits like with Hoopla
 - iv. Does not believe it's downloadable – streaming only
 - v. No minimums – billed at end of the month

7. ALS Activities

- a. Tovah on vacation next week
- b. Gale
 - i. Health System Outreach
 - 1. Sent information to health systems/hospitals geared toward employee continuing education
 - 2. Beloit Health asked for additional details
 - ii. Learning Circle – Suggested by Gale Rep
 - 1. Library picks a course, has a couple onsite gatherings for students to work together, and ties-in supporting programming – great for fall
 - a. Writing, genealogy, poetry
- c. 4-H Fair Sign up now available under "Pages for ALS"
 - i. 100% online, link is on website under "Pages for ALS" tab
 - ii. Please convey to staff if these are paid or volunteer hours
 - iii. Booth theme: Makerspace/Education
 - iv. What would the logistics be of registering people for library cards?
- d. Attending Rock County Senior Fair with HPL September 14, 2018
- e. Met with MPL, will be building their site next

8. Activities in Member Libraries

- a. Clinton
 - i. SLP going on, following the summer school schedule
 - ii. Feasibility study going on now for new library–should know if it's a go by end of July. Have lead on a 96,000 sq ft Building with handicap accessible bathrooms, fiber optics, etc.
- b. Edgerton

- i. Bike to the Library Week – get a free book if you ride your bike and wear a helmet this week. Lots of prizes for the community bike ride Saturday
 - ii. Looking at fines for kids materials with the board. Thinking about getting rid of kids fines. 85,000 card holders with 23000 blocked due to \$10 or more in fines.
 - iii. Food for Fines next month. \$20 limit.
 - c. Eager Free
 - i. Doing food for fines now through early July
 - ii. Construction update
 - 1. Moving juvenile non-fiction collection into program room – holds not available
 - a. Jim put it in some location – probably suppressed
 - 2. Thursday: locks and keys meeting
 - 3. Furniture has been ordered
 - d. Milton
 - i. Extended offer for Youth Services and Technology Coordinator
 - ii. Garden Walk Fundraising with Milton Garden Guild – July 7
 - iii. Milton Mayhem Bike Scavenger Hunt – June 23
 - iv. SLP all ages kickoff – June 15... giant brain teasers on the lawn
 - e. Hedberg
 - i. Lori Bartz, teen library passed away. Long battle with cancer.
 - ii. Diana McDonald is retiring (information services).
 - iii. Monday – releasing GoChip Beam collection
 - 1. Will be in cases about the size of a DVD, like a PlayAway. Includes charging cord. 4 Hours of charge total.
 - iv. Will be releasing Nintendo Switch game collection when ready.
 - v. About 2/3 of the way to fundraising goal.
 - f. Beloit
 - i. DVDs are getting stolen, buy 4 copies expecting one to be gone.
 - 1. Moving them to behind services desks
 - ii. Drag Queen Story Time next Wednesday at 10 and 11, come check it out
 - 1. Books being read are about differences
 - iii. Hired 4 new employees. Have it narrowed down to 2 interviews coming in.
 - iv. All services are now at previous circulation desks, helping with cross-training
 - v. New self-checks on order, will be able to pay fines at self-check kiosks

9. Adjourned at 11:41

Dates to Remember:

SHARE Directors Council – Tuesday, July 10 – 11:00 am @ Lake Geneva

ALS Board Meeting – Wednesday, July 11 – 6:00 pm @ MPL

ALS Librarians Meeting – Wednesday, July 18 – 9:30 am @ ALS/MPL – Chair Megan

2018 June ALS Circ

ALS Circ from all libraries									
Checkouts									
		Station Library							
Item Library		BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
All		25210	2220	9025	6218	66991	9979	2267	121910
	BELOIT	22294	168	350	401	1564	320	68	
	BURLINGTON	49	15	38	45	152	37	10	
	CLINTON	129	1452	66	80	277	76	30	
	CL-S	52	19	48	40	169	35	9	
	CL-TL	43	7	22	46	97	36	5	
	DARIEN	20	12	17	12	65	12	2	
	DELAVAN	137	38	55	63	280	44	18	
	EAST_TROY	25	4	15	19	33	15		
	EDGERTON	138	23	7182	117	411	136	35	
	ELKHORN	129	42	57	65	247	46	17	
	EVANSVILLE	102	13	73	4174	203	34	17	
	FONTANA	30	6	12	20	60	18		
	GENOA_CITY	22	7	25	31	64	17	4	
	JANESV_BKM			2		703			
	JANESVILLE	880	136	552	458	59708	436	149	
	KPL-BKM	7	4	3	4	17	1	1	
	KPL-NS	136	19	61	50	196	32	5	
	KPL-SI	20	15	10	15	48	12		
	KPL-SW	156	24	63	97	396	70	16	
	KPL-UP	6	2	3	5	12		1	
	LAKEGENEVA	76	15	33	41	147	35	9	
	LAKESHORES	1							
	MILTON	160	79	128	128	756	8284	33	
	ORFORDVILL	100	26	32	46	224	50	1786	
	RACINE_BKM	9	6	1	6	24	7	1	
	RACINEMAIN	277	30	91	148	634	110	26	
	ROCHESTER	22	8	12	14	72	19	2	
	SHARON	23		4	8	40	9	1	
	UNIONGROVE	28	18	3	13	36	8	4	
	WALWORTH	13	15	11	8	43	16	1	
	WATERFORD	82	11	46	43	211	43	8	
	WILLIAMSBAY	35	6	10	19	101	21	8	
	WTFORDHS	9			2	1		1	

2018 June ALS circ from LLS & KCLS

ALS Circ from LLS & KCLS								
Checkouts								
	Station Library							
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	49	15	38	45	152	37	10	346
CL-S	52	19	48	40	169	35	9	372
CL-TL	43	7	22	46	97	36	5	256
DARIEN	20	12	17	12	65	12	2	140
DELAVAN	137	38	55	63	280	44	18	635
EAST_TROY	25	4	15	19	33	15		111
ELKHORN	129	42	57	65	247	46	17	603
FONTANA	30	6	12	20	60	18		146
GENOA_CITY	22	7	25	31	64	17	4	170
KPL-BKM	7	4	3	4	17	1	1	37
KPL-NS	136	19	61	50	196	32	5	499
KPL-SI	20	15	10	15	48	12		120
KPL-SW	156	24	63	97	396	70	16	822
KPL-UP	6	2	3	5	12		1	29
LAKEGENEVA	76	15	33	41	147	35	9	356
LAKESHORES	1							1
RACINE_BKM	9	6	1	6	24	7	1	54
RACINEMAIN	277	30	91	148	634	110	26	1316
ROCHESTER	22	8	12	14	72	19	2	149
SHARON	23		4	8	40	9	1	85
UNIONGROVE	28	18	3	13	36	8	4	110
WALWORTH	13	15	11	8	43	16	1	107
WATERFORD	82	11	46	43	211	43	8	444
WILLIAMSBAY	35	6	10	19	101	21	8	200
WTFORDHS	9			2	1		1	13
	1407	323	640	814	3145	643	149	7121

2018 June ALS items to LLS & KCLS

ALS Items to LLS & KCLS								
Checkouts								
	Item Library							
Station Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	201	22	35	30	276	33	4	601
CL-S	109	14	24	15	172	31	11	376
CL-TL	70	7	12	7	80	9	3	188
DARIEN	6	1	4	3	19	4	1	38
DELAVAN	88	17	25	14	205	22	3	374
EAST_TROY	25	1	11	6	54	10	2	109
ELKHORN	306	41	64	42	402	59	13	927
FONTANA	33	1	5	4	47	6	2	98
GENOA_CITY	73	5	5	5	103	9	2	202
KPL-AD	7			1	10	2		20
KPL-BKM	43	4	4	9	50	10	3	123
KPL-NS	290	45	38	33	421	42	8	877
KPL-SI	65	3	14	10	170	9	4	275
KPL-SW	730	71	104	72	1158	102	29	2266
KPL-UP	42	3	10	1	43	3	1	103
LAKEGENEVA	165	18	49	25	234	27	8	526
RACINE_BKM	137	21	41	23	230	40	11	503
RACINEMAIN	867	72	146	114	1232	157	49	2637
ROCHESTER	25	1	9	3	53	10	2	103
SHARON	37	3	14	12	42	10	3	121
UNIONGROVE	116	8	31	8	139	24	7	333
WALWORTH	63	8	10	5	165	6	1	258
WATERFORD	153	19	45	32	275	43	5	572
WILLIAMBAY	79	8	13	17	116	36	4	273
WTFORDHS				1				1
	3730	393	713	492	5696	704	176	11904

2018 Jan-June ALS Circ

ALS Circ from all libraries									
Checkouts									
		Station Library							
Item Library		BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	
All		149736	14611	48233	33323	380401	47646	12710	686660
	BELOIT	129030	1303	2149	2469	9924	2023	678	
	BURLINGTON	415	95	237	236	801	194	55	
	CLINTON	734	8988	367	407	1502	357	140	
	CL-S	464	78	231	275	1000	173	70	
	CL-TL	312	77	146	167	673	147	54	
	DARIEN	160	53	87	87	302	47	27	
	DELAVAN	1234	166	305	443	1637	356	83	
	EAST_TROY	133	26	72	85	295	72	27	
	EDGERTON	916	255	36774	802	2676	588	179	
	ELKHORN	1067	204	301	421	1552	315	101	
	EVANSVILLE	612	166	416	20701	1564	259	115	
	FONTANA	197	33	102	116	471	87	23	
	GENOA_CITY	219	46	111	148	445	97	40	
	JANESV_BKM			2		776			
	JANESVILLE	6082	1393	3428	2824	339835	2919	1155	
	KPL-AD					3			
	KPL-BKM	41	18	32	23	97	16	6	
	KPL-NS	808	106	306	265	1292	237	66	
	KPL-SI	198	48	95	92	368	68	28	
	KPL-SW	1443	207	408	555	2408	442	112	
	KPL-UP	49	19	19	28	111	12	3	
	LAKEGENEVA	625	98	210	299	993	208	55	
	LAKESHORES	2				5			
	MILTON	930	391	964	785	4118	37623	245	
	ORFORDVILL	403	129	218	237	1039	239	9066	
	RACINE_BKM	61	11	21	36	121	29	11	
	RACINE_RR					4			
	RACINEMAIN	1930	272	643	964	3409	561	149	
	ROCHESTER	265	29	79	145	362	100	34	
	SHARON	155	33	47	71	292	55	26	
	UNDEFINED			1		1		1	
	UNIONGROVE	134	80	53	106	225	47	15	
	WALWORTH	143	62	53	77	247	48	21	
	WATERFORD	639	158	276	347	1216	232	83	
	WILLIAMBAY	297	55	76	96	568	92	37	
	WTFORDHS	38	12	4	16	69	3	5	

2018 Jan-June ALS circ from LLS & KCLS

ALS Circ from LLS & KCLS								
Checkouts								
	Station Library							
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	415	95	237	236	801	194	55	2033
CL-S	464	78	231	275	1000	173	70	2291
CL-TL	312	77	146	167	673	147	54	1576
DARIEN	160	53	87	87	302	47	27	763
DELAN	1234	166	305	443	1637	356	83	4224
EAST_TROY	133	26	72	85	295	72	27	710
ELKHORN	1067	204	301	421	1552	315	101	3961
FONTANA	197	33	102	116	471	87	23	1029
GENOA_CITY	219	46	111	148	445	97	40	1106
KPL-AD					3			3
KPL-BKM	41	18	32	23	97	16	6	233
KPL-NS	808	106	306	265	1292	237	66	3080
KPL-SI	198	48	95	92	368	68	28	897
KPL-SW	1443	207	408	555	2408	442	112	5575
KPL-UP	49	19	19	28	111	12	3	241
LAKEGENEVA	625	98	210	299	993	208	55	2488
LAKESHORES	2				5			7
RACINE_BKM	61	11	21	36	121	29	11	290
RACINE_RR					4			4
RACINEMAIN	1930	272	643	964	3409	561	149	7928
ROCHESTER	265	29	79	145	362	100	34	1014
SHARON	155	33	47	71	292	55	26	679
UNDEFINED			1		1		1	3
UNIONGROVE	134	80	53	106	225	47	15	660
WALWORTH	143	62	53	77	247	48	21	651
WATERFORD	639	158	276	347	1216	232	83	2951
WILLIAMSBAY	297	55	76	96	568	92	37	1221
WTFORDHS	38	12	4	16	69	3	5	147
	11029	1986	3915	5098	18967	3638	1132	45765

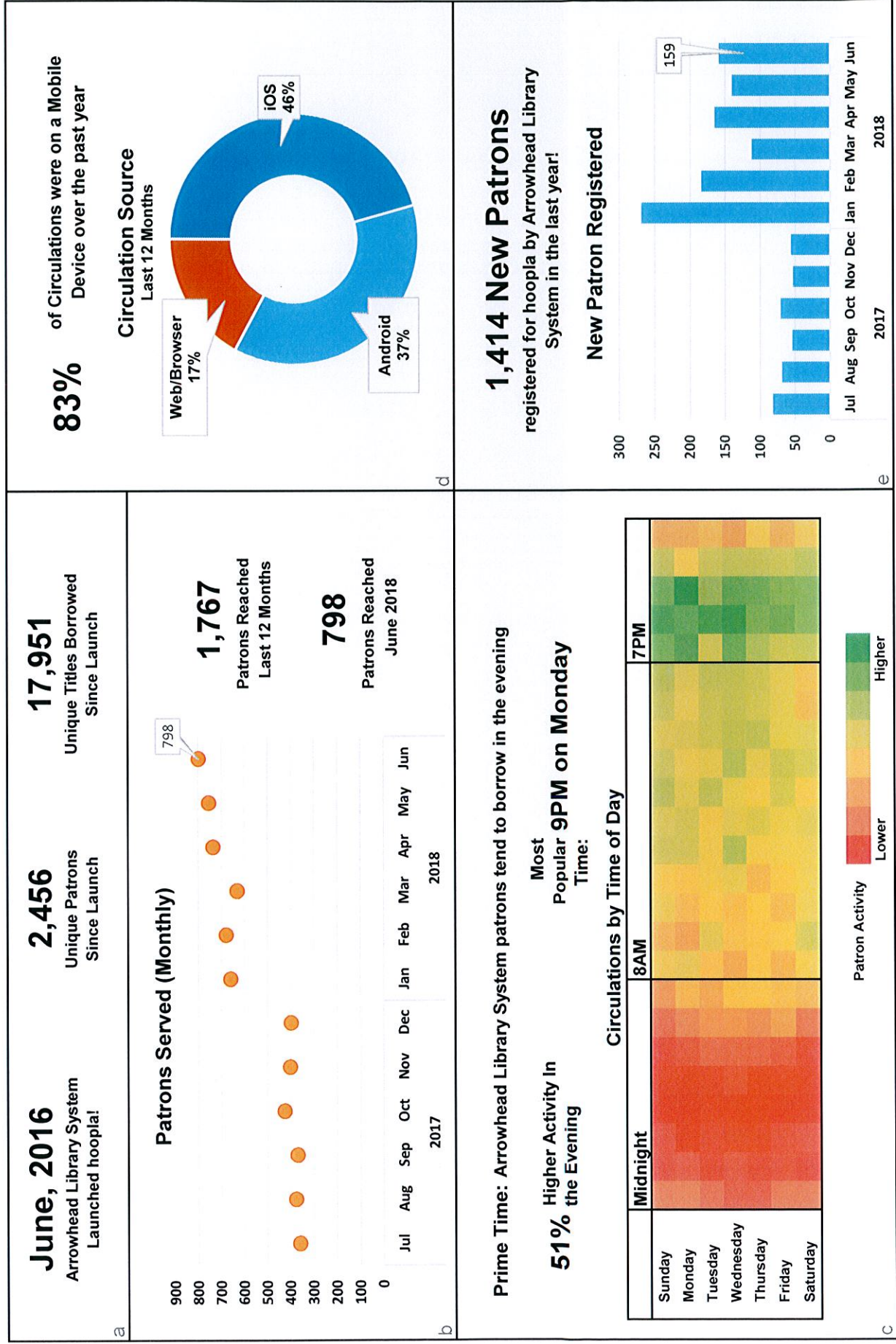
2018 Jan-June ALS items to LLS & KCLS

ALS Items to LLS & KCLS								
Checkouts								
	Item Library							
Station Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	1181	145	304	191	1525	311	57	3714
CL-S	896	82	166	132	1036	225	51	2588
CL-TL	442	57	92	87	487	95	20	1280
DARIEN	93	11	42	28	161	24	6	365
DELAVAN	734	99	144	108	919	180	73	2257
EAST_TROY	269	43	63	40	298	80	19	812
ELKHORN	2319	269	450	254	2346	457	106	6201
FONTANA	147	17	21	26	216	27	4	458
GENOA_CITY	467	36	60	47	588	70	19	1287
KPL-AD	50	4	7	2	68	18	2	151
KPL-BKM	358	54	67	50	428	68	26	1051
KPL-NS	2078	266	377	254	2235	364	88	5662
KPL-SI	467	43	97	50	700	85	14	1456
KPL-SW	4650	496	896	595	5273	807	230	12947
KPL-UP	269	22	94	81	300	40	10	816
LAKEGENEVA	1046	107	264	145	1082	249	42	2935
LAKESHORES	2				1	1		4
RACINE_BKM	936	107	230	146	1200	231	68	2918
RACINEMAIN	5225	506	1022	681	5970	982	249	14635
ROCHESTER	158	13	67	28	209	58	10	543
SHARON	242	41	49	33	271	49	20	705
UNIONGROVE	628	58	160	89	708	146	42	1831
WALWORTH	360	58	98	30	672	67	12	1297
WATERFORD	1008	137	266	210	1396	316	47	3380
WILLIAMSBAY	482	70	107	103	629	167	16	1574
WTFORDHS	39	15	17	13	53	6	1	144
	24546	2756	5160	3423	28771	5123	1232	71011

Library Name	Total Registered (All Time)	New Patrons (Last Month)	Patrons Served (Last Month)	Sales (Last Month)	Circs (Last Month)	Sales (YTD)	Circs (YTD)
Beloit Public Library	603	27	141	\$960.50	466	\$5,097.41	2409
Clinton Public Library	89	5	16	\$100.96	44	\$571.94	281
Eager Free Public Library	182	6	48	\$301.11	155	\$1,497.94	771
Edgerton Public Library	284	9	75	\$530.98	242	\$2,936.13	1362
Hedberg Public Library	1525	91	437	\$2,887.78	1328	\$15,245.95	7135
Milton Public Library (WI)	228	17	61	\$402.04	182	\$1,792.92	843
Orfordville Public Library	110	5	26	\$198.13	87	\$1,102.82	518
Total	3021	160	804	\$5,381.50	2504	\$28,245.11	13319



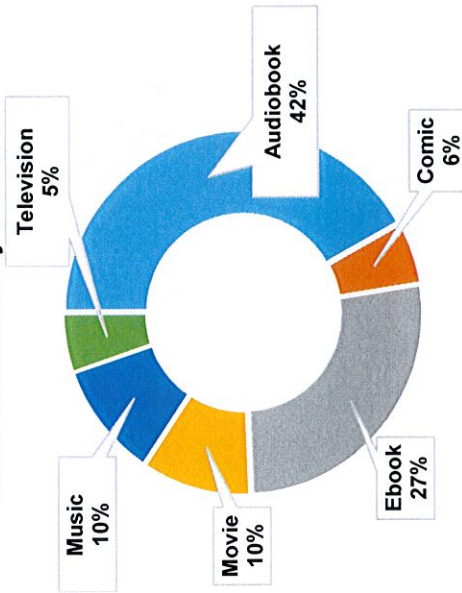
Annual review prepared exclusively for Arrowhead Library System



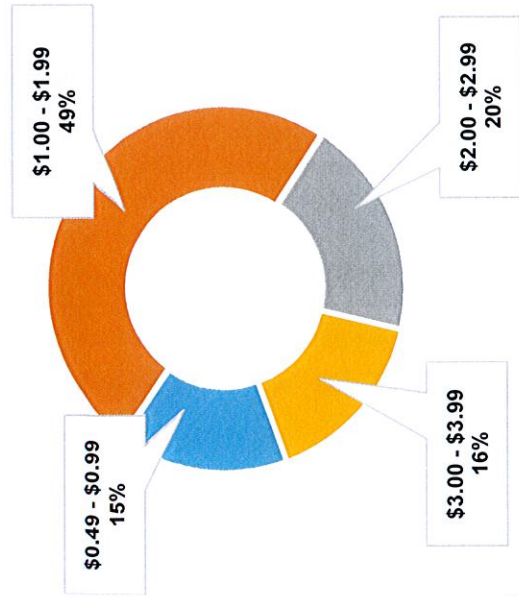


74% of titles circulated were Books, Audiobooks & Comics

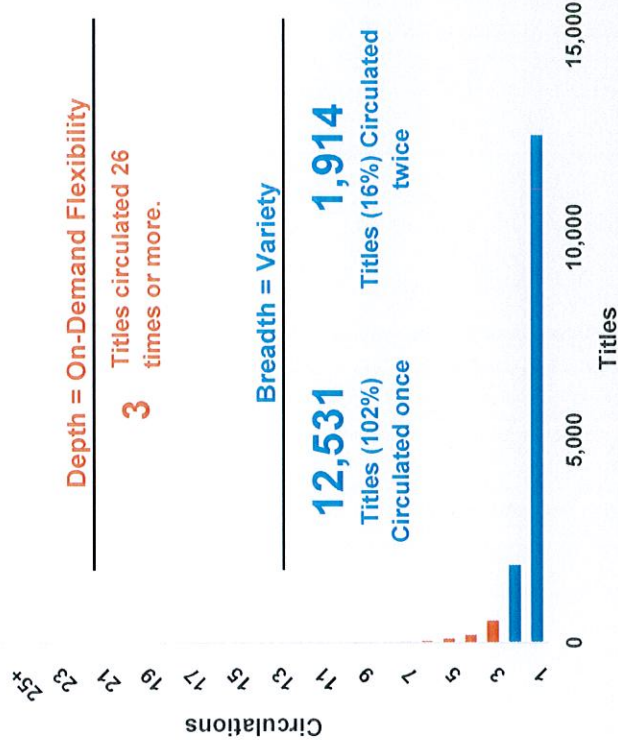
Titles Circulated by Format



Circulations by Price Point



Leveraging the Breadth & Depth of your hoopla Collection



Last 12 Months

12,273

Unique Titles Circulated

21,022

Total Circulations

11.9

Circulations Per Patron

\$2.14

Cost per Circulation

Delivering Value to Your Community

hoopla enabled Arrowhead Library System patrons to access 12K titles worth \$351K in Content Value for \$45K

\$306K Saved

Format	Total Circs	Titles Circled	hoopla Total Cost	hoopla Cost per Title	Cost to Purchase (per Title)	Total Cost to Purchase Titles Circled
Audiobook	9,522	5,144	\$25,185	\$4.90	\$43	\$221,192
Comic	986	680	\$1,736	\$2.55	\$13	\$8,840
eBook	4,835	3,310	\$6,849	\$2.07	\$24	\$79,440
Movie	2,526	1,221	\$6,249	\$5.12	\$16	\$19,536
Music	2,267	1,269	\$3,409	\$2.69	\$10	\$12,690
Television	886	649	\$1,553	\$2.39	\$14	\$9,086

ALS Hoopla 2019

	Beloit	Clinton	Eager Free	Edgerton	Janesville	Milton	Orfordville	ALS
2016 Leftover	3,356.96		272.97		6,499.77			
2017 Contribution	2,591.98	700.00	1,700.00	2,000.00	5,719.96	2,000.00	1,000.00	15,711.94
2017 available for Library	5,948.94	700.00	1,972.97	2,000.00	12,219.73	2,000.00	1,000.00	27,841.64
2018 ALS will cover \$25,000 base cost which will be broken down as below. Libraries may contribute funds for additional content.								
2018 Base	6,352.72	565.95	1,347.50	1,536.85	13,522.59	1,276.98	397.41	25,000.00
2018 Contribution	2,591.00	1,500.00	2,000.00	2,000.00	8,080.00	2,000.00	1,000.00	19,171.00
2018 available for Library	8,943.72	2,065.95	3,347.50	3,536.85	21,602.59	3,276.98	1,397.41	44,171.00
2019 ALS will cover \$25,000 base cost which will be broken down as below. Libraries may contribute funds for additional content.								
2019 Base	6,236.31	567.52	1,353.83	1,574.05	13,282.55	1,593.74	391.79	24,999.79
2019 Contribution	12,000.00	1,500.00	2,000.00	3,000.00	23,800.00	2,000.00	2,000.00	46,300.00
2019 available for Library	18,236.31	2,067.52	3,353.83	4,574.05	37,082.55	3,593.74	2,391.79	71,299.79

2018 June Overdrive Statistics

	Ebooks	Audiobooks/Music	Video/Streaming Video	Total by Library	OD Users	Holds (7/5/18)
Clinton Public Library	131	105	3	239	35	134
Orfordville Public Library	147	54		201	25	99
Eager Free Public Library	348	277		625	113	391
Milton Public Library	361	137	5	503	96	293
Edgerton Public Library	452	253	9	714	120	429
Beloit Public Library	855	834		1689	287	884
Hedberg Public Library	3071	2373	9	5453	939	3172
Total by Type	5365	4033	26		1615	5402

CHARTER

ARROWHEAD LIBRARY SYSTEM

2019

Objectives and Standards

The key objective of the Arrowhead Library System (ALS) is to facilitate equitable access to information and improve library operations to provide cost-effective and responsive services for all users. It will be accomplished by satisfying the following commitments:

- A. Public Service Commitment - To provide open access to information and library service to all Rock County residents as effectively and cost efficiently as possible.
- B. Intergovernmental Commitment - To work with local, county, state and federal agencies to coordinate and provide library services in ALS in compliance with state mandates.
- C. Management Commitment - To be accountable to the Arrowhead Library System Board, County Board, and the Division for Libraries and Technology (DLT) for managing the programs of the ALS in an effective, efficient and professional manner. To be responsible for performing functions required of the ALS under Wisconsin Statutes.

Service Statements and Tasks

- A. Provide open access to quality library service to the 35,000 county residents of Rock County who do not maintain their own library.
 - 1. Equitably reimburse the public libraries in Beloit, Clinton, Edgerton, Evansville, Janesville, Milton and Orfordville for providing library service to residents outside these municipalities. 43.12
 - 2. Maintain and monitor reimbursement program to the public libraries in adjacent counties for serving Rock County residents. 43.12

- B. Provide Rock County residents with access to materials in school, academic and special library collections in Rock County, and to libraries in the rest of the State.
1. Maintain area-wide interlibrary loan program and participation in statewide interlibrary loan network. 43.24(2)(d)
 2. Promote and monitor the Infopass Program.
 3. Provide Rock County residents walk-in access to public libraries throughout the state by means of agreements with 14 other Wisconsin library systems. 43.24(2)g
 4. Provide a shared Rock County Catalog – SHARE for the 7 member libraries
 5. Integrate SHARE into the WISCAT Z-Catalog to insure the accuracy of Rock County's WISCAT records.
 6. Continue multitype library system services through a "fee for service" program for non-public libraries in the system area. 43.24(2)(L)
 7. Provide delivery service five days a week to all Arrowhead Library System public libraries. 43.24(2)(fm)
 8. Participate in the State-wide Delivery Network.
 9. Maintain contract with Hedberg Public Library, Janesville to provide back-up reference services to member libraries. 43.24(2)(b)
- C. Expand and coordinate the cost effective use of computer and communication technologies by ALS and system libraries.
1. Assist ALS libraries in the use of technology to provide better and more efficient library services.
 2. Assist area librarians in becoming knowledgeable about and taking advantage of, developing technologies to provide improved reference and resource sharing in Rock County.
 3. Provide shared access to fee-based reference products via the Internet.
 4. Provide ALS libraries access to and assist them in the use of the Internet for information and communication.
 5. Assist residents of Rock County in effective use and evaluation of electronic resources.
- D. Enhance and improve the knowledge and skills of library directors, staff and trustees. 43.24(2)(e)
1. Support the continuing education needs of library staff. 43.24(2)(e)
 2. Select books and journals for the professional collection in coordination with area libraries in order to minimize duplication.
 3. Consult with libraries on problems and areas of concern on a regular basis and by special request. 43.24(2)(h)

E. Together with area libraries and other service institutions, provide inclusive services to library users. Inclusive services reflect equity and accessibility for all members of the community. 43.24(2)(k)

1. Provide deposit collections of books and other library materials in Rock County's nursing homes, health care and correctional institutions.
2. Continue to encourage and assist libraries in providing materials and services to combat illiteracy and unemployment, and to respond to the special needs of the elderly and visually and hearing impaired persons.
3. Work with member libraries to implement provisions of the Americans with Disabilities Act.

F. Increase awareness about library services by Rock County residents.

1. Distribute public service announcements to radio and television stations in the area.
2. Send out regular news releases to area newspapers.
3. Produce flyers, brochures, bookmarks and other materials.
4. Work with libraries in developing and implementing their own public information programs.
5. Coordinate countywide library special events and observances.
6. Provide a newsletter, the Monthly Memo, to all member libraries.

G. Provide special programs and services for children and adults, which supplement individual library programs and services.

1. Coordinate special activities during the Summer Reading Program.
2. Coordinate activities, which foster reading readiness for preschoolers.

2019 costs for shared system based on SHARE and RockCat formulas

	of Municipality	Total Service Area	Registered Borrowers	2017 Total circulation	2017	% of Registered Borrowers	% of Circulation	Average	
Libraries	2013	2013							
Beloit	36,792	45,978	39,975	330,164		27.25%	22.64%	0.2495	
Clinton	2,121	3,507	3,600	30,445		2.45%	2.09%	0.0227	
Edgerton	5,521	9,080	8,327	100,851		5.68%	6.92%	0.0630	
Evansville	5,135	7,733	9,018	68,297		6.15%	4.68%	0.0542	
Janesville	63,510	81,195	74,698	806,995		50.91%	55.35%	0.5313	
Milton	5,538	9,700	8,920	97,255		6.08%	6.67%	0.0637	
Orfordville	1,456	2,895	2,179	24,046		1.49%	1.65%	0.0157	
TOTAL	120,073	160,088	146,717	1,458,053		1	1	1	
2019									
Ongoing Maintenance Costs for a Shared System									
Total Cost to Library based on percentage of borrowers/circulation in 2017 annual reports									
Innovative 2019									
Total Annual Cost									
0.2495									
Beloit									
0.0227									
Clinton									
0.0630									
Edgerton									
0.0542									
Evansville									
0.5313									
Janesville									
0.0637									
Milton									
0.0157									
Orfordville									
1.0000									
SHARED									
Enhanced Content	\$ 80,173.00	\$ 18,886.00	\$ 1,557.00	\$ 5,253.00	\$ 3,669.00	\$ 44,921.00	\$ 4,504.00	\$ 1,383.00	\$ 80,173.00
WPLC audio books	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hoopla*	\$ 30,092.00	\$ 7,506.52	\$ 683.35	\$ 1,894.65	\$ 1,629.58	\$ 15,987.94	\$ 1,918.35	\$ 471.60	\$ 30,092.00
Office Supplies	\$ 46,300.00	\$ 12,000.00	\$ 1,500.00	\$ 3,000.00	\$ 2,000.00	\$ 23,800.00	\$ 2,000.00	\$ 2,000.00	\$ 46,300.00
Photocopying	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance	\$ 200.00	\$ 49.89	\$ 4.54	\$ 12.59	\$ 10.83	\$ 106.26	\$ 12.75	\$ 3.13	\$ 200.00
Overhead/rent/utilities/	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	\$ 1,000.00	\$ 249.45	\$ 22.71	\$ 62.96	\$ 54.15	\$ 531.30	\$ 63.75	\$ 15.67	\$ 1,000.00
telephone	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Support									
SHARE Support	\$ 83,000.00	\$ 20,704.56	\$ 1,884.83	\$ 5,225.84	\$ 4,494.72	\$ 44,098.07	\$ 5,291.22	\$ 1,300.76	\$ 83,000.00
Replacement of server	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$30,000/3 years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Training	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total 2018 costs	\$ 240,765.00	\$ 59,396.43	\$ 5,652.44	\$ 15,449.04	\$ 11,858.28	\$ 129,444.58	\$ 13,790.07	\$ 5,174.16	\$ 240,765.00
*As per SHARE Formula									
*Hoopla Contributions									

Library Donations

2018

Arrowhead System (Milton)

Autism Adulthood, Susan Senator

*Autism Handle With Care, Gail Gillingham

*Awetizm, Gayle Barkley Lee and Lyrica Mia Marquez

Cooper and the Big Apple, Camille Cohn

A Friend Like Simon, Kate Gaynor

Hello, My Name is Max, and I Have Autism, Max Miller

I Love Being My Own Autistic Self, Landon Bryce

Ido in Autismland, Ido Kedar

Leah's Voice, Loria DeMonia

Living Well on the Spectrum, Valerie Gaus

Noah Chases the Wind, Michelle Worthington

Uniquely Wired, Julie Cook

We're Amazing 1,2,3! Leslie Kimmelman

What to Say Next, Julie Buxbaum

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