Arrowhead Library System
Librarians Meeting
Wednesday, February 19, 2020
Milton Public Library
430 E High St. Milton
9:30 a.m.

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

1. Call to order 9:30a.m. – Chair – Sarah Strunz

2. Secretary – Tovah Anderson

3. Approval of the January 2020 Minutes

4. Unfinished Business
    a. Shared System
        1. Share update
            a. Delivery Update
            b. November Statistics
            c. Items for SHARE agenda
    b. Technology
        1. BadgerNet – Router updates
    c. Hoopla
    d. WPLC/Overdrive
    e. Gale Courses /Lynda.com/Transparent Languages
    f. Budget 2019/2020
    g. Youth Services update- Jeni Schomber
    h. Public Library System Redesign Project
    i. ALS Board Report – Sarah Strunz

5. New Business
    a. Aging Mastery Program – Paula Schutt, Rock County Council on Aging
    b. 2019 ALS and member library annual reports
    c. DPI digitalization kit update
    d. Strategic planning meeting instead of March 18 Librarians' meeting

6. ALS Activities

7. Activities in Member Libraries

8. Adjourn

Dates to Remember:
ALS Board Meeting – March 11 – 6:00 pm @ ALS

Arrowhead Library System
Librarians Meeting
Wednesday, January 15, 2020
Milton Public Library | 430 E. High Street, Milton | 9:30 a.m.

Attendees: Steve Platteter, Tovah Anderson, Mary Bieber, Ashlee Kunkel, Megan Kloeckner, Sarah Strunz, Kirsten Almo, Michael DeVries, Jeni Schomber
Guests: Cori Marsh (ADRC of Rock County), René Bue (HPL)

1. Call to order 9:38 a.m. – Chair – Mary Bieber

2. Secretary – Tovah Anderson

3. Approval of the December 2019 Minutes
   a. Motion: Kirsten Almo
   b. Second: Megan Kloeckner
   c. Approved unanimously

4. Unfinished Business
   a. Shared System
      i. Share Update
         1. Delivery Update: BookMyne is now back in Google Play store
         2. December Statistics
         3. Items for SHARE Agenda
            a. Homeless Librarian Training
   b. Technology
      i. BadgerNet – Router Updates – Nothing New
   c. Hoopla – Statistics in packet, 2020 funds have been sent to Midwest Tape
   d. WPLC/OverDrive – Next meeting in February.
      i. WPLC approved partial Macmillan boycott, will not purchase NEW ebook titles.
      ii. Voting to discontinue BiblioBoard Suite, will probably purchase all the submitted titles.
   e. Gale Courses/Lynda.com/Transparent Language – Annual and monthly statistics in packet
   f. Budget 2019/2020
   g. Youth Services Update – Jeni Schomber
      i. SLP/SRP training coming up – email was sent out, information passed out
      ii. Homeless librarian registration coming up. Friday, March 6, 9-12 or 1-4.
      iii. Headstart Parent and family training at BPL January 24, 5:30-7:00 – please come observe
   h. Public Library System Redesign Project – Nothing new
   i. ALS Board Report – Sarah Strunz – nothing new, approved technology plan

5. New Business

a. Reminder: Inclusive Services Assessment Guide – René Bue
https://dpi.wi.gov/news/dpi-connected/inclusive-services-assessment-guide-public-libraries
   i. René and Steve are happy to come speak to you board and train them. Plan on 15-20 minutes plus question time.
b. Reminder: Wild Wisconsin Winter Web Conference, January 22-23
http://www.wildwiscwinterweb.com/
c. Library Legislative Day: Tuesday, February 11, 2020
   i. https://dpi.wi.gov/news/dpi-connected/inclusive-services-assessment-guide-public-libraries
   ii. Hotel Deadline, January 12 | Registration Deadline, January 17
d. Memory Screening Events – Cori Marsh, Dementia Care Specialist – ADRC of Rock County
   i. Free. Need an as-private-as-possible space for screenings and a place for people to wait. Can take reservations through the library or through the ADRC. 15-20 minutes per person. Typically, 4 or more hours.
   ii. June is Brain Health? Awareness month
   iii. Publicity: ADRC would do press release. Get it on websites and Facebook. ADRC would might have a small budget for paid advertising. (Senior Connections, Brodhead papers (2))
   iv. Cori will send email with dates to the group and we'll do email chain to schedule
e. 2019 Annual Reports
   i. Revised deadline for prefill has been extended to Friday the 17th.
   ii. Prefilled reports should open by Monday
   iii. **2 copies of your Annual reports due to Steve by Friday February 27th.** Reports will be emailed to the states.

6. ALS Activities
   a. Summer Library Program Information: Please submit requests by mid to late March
   b. Set Meeting Date to Discuss County Fair Library Festival – Decide who will be involved: Director, Outreach, Children's Librarian, etc.
   c. Strategic Planning: meeting date not set yet, Steve will send out rough draft of Survey (don't fill out, just give comments to Steve)
      i. WiLS is starting New Director hiring process during same timeframe
   d. Seed Library Seeds haver arrived at EPL. Should be at your library by end of January/beginning of February. MPL, OPL, & EFPL can help pack seeds.

7. Activities in Member Libraries
   a. Hedberg Public Library
      i. Past Saturday, Transformation Celebration: 56 people despite winter storm. Excellent feedback.
      ii. Interviewing for youth services assistant position to work with YA librarian. Might keep open Public Services Assistant II position.

      iii.   Making bookmobile schedule: if you want bookmobile to come to an event, let René know ASAP

      iv.   Host office hours for a lot of different community organizations, have social work interns coming.

      v.   Working on Breastfeeding Friendly certification through county health department

      vi.   HVAC project starting

      vii.   Janesville Mobilizing for Change is moving into the Library April 1.

b. Edgerton Public Library
   i. Building maintenance continues: phones died, plumbing issues, city passed 25' no smoking ordinance
   ii. Summer reading kickoff is June 1

c. Beloit Public Library
   i. Entry level evening position open
   ii. Fundraising for Capital Campaign for building improvements

d. Orfordville Public Library
   i. Starting strategic planning, survey is live now through February 14. 35 responses in one day. Present to board in March.
   ii. Celebrating 5th anniversary in the new library. Created display to accept ideas for "I wish my library would _____." to help with strategic planning

e. Eager Free Public Library
   i. Hoping to be done with donor signs at the end of the week
   ii. Pat Zietlow Miller coming for the 1,000 Books Celebration, combined with the Hands on fun program. Saturday, January 25
   iii. People got stuck in elevator. Took a lot of boards to fix.
   iv. Whole city lost power Saturday, didn't open.
   v. Starting work on Spring and Summer programming now that Alison is back

f. Milton Public Library
   i. Had good strategic planning meeting.
   ii. Planning spring and summer programming

g. Clinton Public Library
   i. Meeting tomorrow to plan the summer library program
   ii. Started a "Dream Bigger" committee to work on a new library.

8. Adjourn 10:56 a.m.
   a. Motion: Ashlee Kunkel
   b. Second: Kirsten Almo
   c. Approved unanimously

Dates to Remember:
- **SHARE Meeting – Tuesday, February 4 – 9:30 am @ Matheson Memorial Library, Elkhorn**
- **ALS Board Meeting – Wednesday, February 12 – 6:00 pm @ Milton Public Library**

- ALS Librarians Meeting – Wednesday, February 19 – 9:30 am @ Milton Public Library

2020 January ALS Circ

ALS Circ from all libraries									
Checkouts									
	Station Library								
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	J_NS	JANESVILLE	MILTON	ORFORDVILL	Total
All	20514	2538	8589	5096	690	53933	7943	2267	101570
BELOIT	**17555**	236	547	388	57	1502	382	121	
BURLINGTON	46	23	51	26	4	138	28	20	336
CLINTON	151	**1370**	119	112	20	344	86	50	
CL-S	65	26	58	33	7	178	35	18	420
CL-TL	45	20	43	20	3	125	35	10	301
DARIEN	33	26	42	25	3	112	17	15	273
DELAVAN	91	19	58	40	1	191	43	14	457
EAST_TROY	41	10	17	14	1	83	26	8	200
EDGERTON	106	66	**5811**	125	11	406	147	42	
ELKHORN	100	27	88	46	4	240	46	13	564
EVANSVILLE	142	84	129	**3115**	16	361	96	71	
FONTANA	43	14	37	21	3	107	34	13	272
GENOA_CITY	42	12	34	20	1	124	37	7	277
JANESV_BKM						**14**			
JANESV_NS	14	1	5	1	**427**	59	5		
JANESVILLE	862	190	598	402	60	**46456**	537	196	
KPL-BKM	13	3	14	3	1	50	10	2	96
KPL-NS	104	20	67	45	6	267	49	27	585
KPL-SI	16	6	16	17	2	48	11	2	118
KPL-SW	173	33	129	103	5	494	105	40	1082
KPL-UP	15	3	9	5	1	18	7		58
LAKEGENEVA	59	17	52	27	2	163	58	26	404
LAKESHORES	1								1
MILTON	171	89	219	152	13	855	**5807**	64	
ORFORDVILL	116	39	64	63	7	264	40	**1363**	
RACINE_BKM	11	2	2	3		17	5	1	41
RACINEMAIN	255	82	139	131	18	608	143	45	1421
ROCHESTER	36	21	32	20	1	85	18	14	227
SHARON	26	15	14	9	1	73	17	20	175
UNDEFINED						1			1
UNIONGROVE	24	22	51	14	5	66	15	10	207
WALWORTH	27	10	34	18	1	76	12	7	185
WATERFORD	71	37	72	60	5	240	57	26	568
WILLIAMBAY	50	11	34	27	4	150	27	22	325
WTFORDHS	10	4	4	11		18	8		55
								Total Non-ALS	8649

2020 January ALS circ from LLS & KCLS

ALS Circ from LLS & KCLS									
Checkouts									
Station Library									
Item Library	BELOIT	CLINTON	EDGERTON	EVANSVILLE	J_NS	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	46	23	51	26	4	138	28	20	336
CL-S	65	26	58	33	7	178	35	18	420
CL-TL	45	20	43	20	3	125	35	10	301
DARIEN	33	26	42	25	3	112	17	15	273
DELAVAN	91	19	58	40	1	191	43	14	457
EAST_TROY	41	10	17	14	1	83	26	8	200
ELKHORN	100	27	88	46	4	240	46	13	564
FONTANA	43	14	37	21	3	107	34	13	272
GENOA_CITY	42	12	34	20	1	124	37	7	277
KPL-BKM	13	3	14	3	1	50	10	2	96
KPL-NS	104	20	67	45	6	267	49	27	585
KPL-SI	16	6	16	17	2	48	11	2	118
KPL-SW	173	33	129	103	5	494	105	40	1082
KPL-UP	15	3	9	5	1	18	7		58
LAKEGENEVA	59	17	52	27	2	163	58	26	404
LAKESHORES	1								1
RACINE_BKM	11	2	2	3		17	5	1	41
RACINEMAIN	255	82	139	131	18	608	143	45	1421
ROCHESTER	36	21	32	20	1	85	18	14	227
SHARON	26	15	14	9	1	73	17	20	175
UNDEFINED						1			1
UNIONGROVE	24	22	51	14	5	66	15	10	207
WALWORTH	27	10	34	18	1	76	12	7	185
WATERFORD	71	37	72	60	5	240	57	26	568
WILLIAMBAY	50	11	34	27	4	150	27	22	325
WTFORDHS	10	4	4	11		18	8		55
	1397	463	1097	738	79	3672	843	360	8649
						Total KCL		2660 Total LLS	5653

2020 January ALS items to LLS & KCLS

ALS Items to LLS & KCLS

Checkouts

Station Library	Item Library							
	BELOIT	CLINTON	EDGERTON	EVANSVILLE	JANESVILLE	MILTON	ORFORDVILL	Total
BURLINGTON	183	30	30	33	276	25	5	582
CL-S	141	16	40	13	204	36	5	455
CL-TL	49	14	18	11	110	12	6	220
DARIEN	16	1	7	1	25	1	3	54
DELAVAN	129	16	24	22	220	23	1	435
EAST_TROY	36	3	7	2	80	12	6	146
ELKHORN	483	78	118	97	603	110	20	1509
FONTANA	24	3	3	1	46	4	1	82
GENOA_CITY	56	10	15	13	93	17	5	209
KPL-AD	6	1			6	2		15
KPL-BKM	74	11	20	13	95	17	11	241
KPL-NS	236	36	71	24	397	56	14	834
KPL-SI	106	9	21	6	138	10	6	296
KPL-SW	624	85	97	67	834	108	21	1836
KPL-UP	16	5	3	1	17	2		44
LAKEGENEVA	181	25	41	26	284	29	10	596
RACINE_BKM	78	18	12	12	146	17	3	286
RACINEMAIN	687	98	151	117	1290	117	30	2490
ROCHESTER	30	6	3	3	32	3	4	81
SHARON	26	2	8	4	33	3	1	77
UNIONGROVE	61	4	10	9	121	11	1	217
WALWORTH	65	12	9	8	99	5	6	204
WATERFORD	165	23	34	17	284	27	6	556
WILLIAMBAY	110	12	25	18	144	15	1	325
WTFORDHS	13	3	3	5	15	9	9	48
	3595	521	770	523	5592	671	166	11838
				Total KCLS		3941 Total LLS		7897

Arrowhead - hoopla January 2020

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	1111	46	211	$1,499.91	720	$1,499.91	720
Clinton Public Library	193	5	35	$221.03	97	$221.03	97
Eager Free Public Library	326	13	78	$499.71	251	$499.71	251
Edgerton Public Library	470	10	79	$445.97	211	$445.97	211
Hedberg Public Library	2939	88	626	$4,011.49	1904	$4,011.49	1904
Milton Public Library (WI)	433	9	101	$599.51	290	$599.51	290
Orfordville Public Library	144	2	34	$195.81	94	$195.81	94
Total	5616	173	1164	$7,473.43	3567	$7,473.43	3567

2020 January Overdrive Statistics

Library	Ebooks	Audiobook/Music	Video/Streaming Video	Total by Library	OD Users	Holds (2-5-20)
Clinton Public Library	101	149	1	251	45	114
Orfordville Public Library	134	87		221	40	137
Milton Public Library	361	238	1	600	117	341
Eager Free Public Library	430	405		835	159	451
Edgerton Public Library	453	450	2	905	175	510
Beloit Public Library	875	833	3	1711	310	880
Hedberg Public Library	3512	3256	1	6769	1074	3313
Total by type	5866	5418	8	11292	1920	5746

Transparent Language: Language Usage Report

Start Date: 01/01/2020
End Date: 01/31/2020
Languages: All Languages for All Languages
Reporting Group(s): All Admins (system.admin), All Learners (system.learner), All Users (system.all), Beloit Public Library (BeloitPL), Clinton Public Library (ClintonPL), Eager Free Public Library (EagerFreePL), Edgerton Public Library (EdgertonPL), Hedberg Public Library (HedbergPL), Milton Public Library (MiltonPL), Orfordville Public Library (OrfordvillePL)
Content: All Content

Korean for English Speakers
1%

Chinese, Cantonese for English Speakers
2%

Spanish, Castilian for English Speakers
4%

Vietnamese for English Speakers
4%

French for English Speakers
24%

Spanish, Latin American for English Speakers
66%
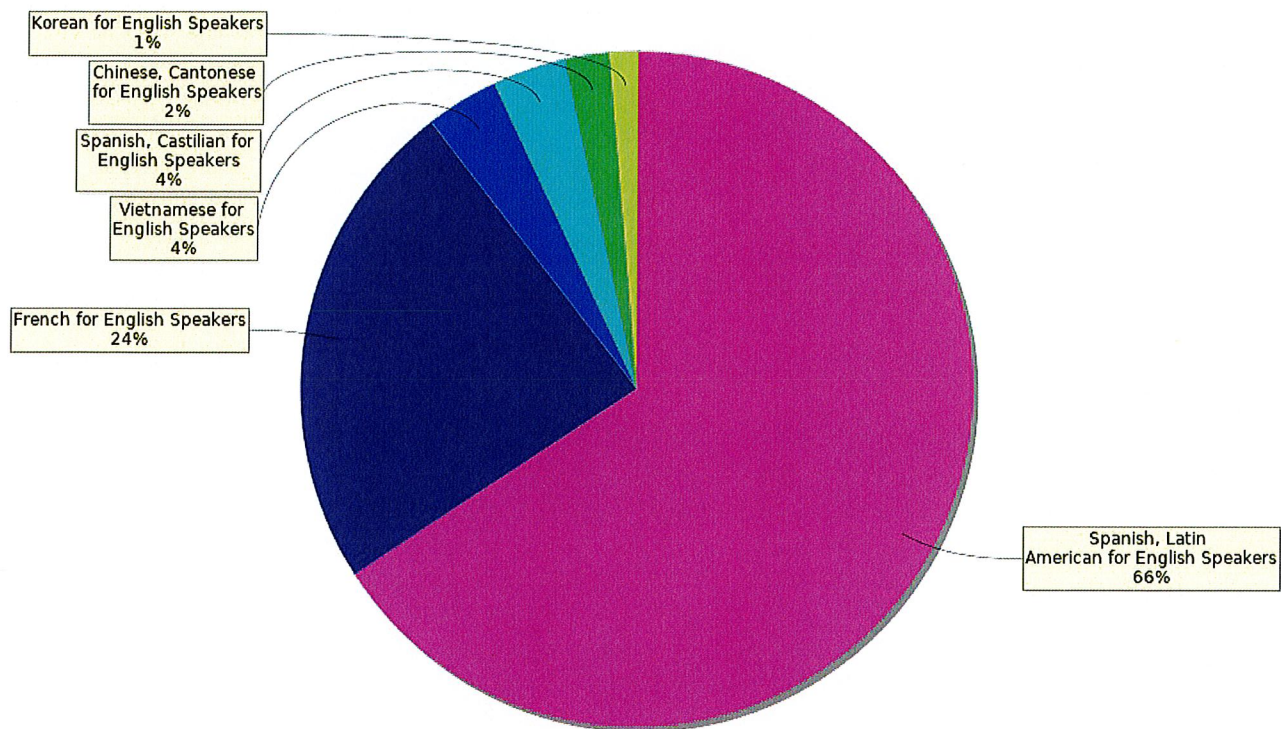
Total Access Count: 143

Language Name	Access Count	Calculated Percentage
Spanish, Latin American for English Speakers	94	65.73%
French for English Speakers	34	23.78%
Vietnamese for English Speakers	5	3.50%
Spanish, Castilian for English Speakers	5	3.50%
Chinese, Cantonese for English Speakers	3	2.10%
Korean for English Speakers	2	1.40%

Transparent Langauge
January 2020

Group Name	Start Date	End Date	Total Sessions	Total Unique Users	Total User Registrations	Web Sessions	Web Unique Users	Avg. Web Session Time	Total Web Session Time	Mobile App Sessions	Mobile App Unique Users	Avg. Mobile App Session Time	Total Mobile App Session Time	Total Course Downloads	Total Vocab Lesson Downloads	KidSpeak Access Count	KidSpeak Unique Users	Avg. KidSpeak Learning Time	KidSpeak Learning Time
All Admins	1/1/20	1/31/20	1	1	0	0	1	0:11:25	0:11:25	0	0	0:00:00	0:00:00	0	0	0	0	0:00:00	0:00:00
All Learners	1/1/20	1/31/20	113	15	6	86	15	0:21:59	31:31:21	27	27	0:03:09	1:25:09	14	0	1	1	0:03:16	0:03:16
All Users	1/1/20	1/31/20	114	16	6	87	16	0:21:52	31:42:46	27	27	0:03:09	1:25:09	14	0	1	1	0:03:16	0:03:16
Beloit Public Library	1/1/20	1/31/20	92	7	2	71	7	0:23:54	28:17:27	21	21	0:03:39	1:16:45	9	0	1	1	0:03:16	0:03:16
Clinton Public Library	1/1/20	1/31/20	4	1	1	4	1	0:28:53	1:55:32	0	0	0:00:00	0:00:00	0	0	0	0	0:00:00	0:00:00
Eager Free Public Library	1/1/20	1/31/20	5	1	1	1	1	0:01:45	0:01:45	4	4	0:02:03	0:08:13	4	0	0	0	0:00:00	0:00:00
Edgerton Public Library	1/1/20	1/31/20	9	4	1	7	4	0:10:20	1:12:21	2	2	0:00:05	0:00:11	1	0	0	0	0:00:00	0:00:00
Hedberg Public Library	1/1/20	1/31/20	1	1	0	1	1	0:00:30	0:00:30	0	0	0:00:00	0:00:00	0	0	1	1	0:03:16	0:03:16
Milton Public Library	1/1/20	1/31/20	0	0	0	0	0	0:00:00	0:00:00	0	0	0:00:00	0:00:00	0	0	0	0	0:00:00	0:00:00
Orfordville Public Library	1/1/20	1/31/20	0	0	0	0	0	0:00:00	0:00:00	0	0	0:00:00	0:00:00	0	0	0	0	0:00:00	0:00:00

	All Activity	Web Activity	Mobile App Activity	KidSpeak Activity
Sessions	114	87	27	1
Unique Users	16	16	4	1
User Registrations	6	N/A	N/A	N/A
Average Session Time	N/A	0:21:52	0:03:09	N/A
Total Session Time	N/A	31:42:46	1:25:09	N/A
Course Downloads	N/A	N/A	14	N/A
Vocab Lesson Downloads	N/A	N/A	0	N/A
Average Learning Time	N/A	N/A	N/A	0:03:16
Learning Time	N/A	N/A	N/A	0:03:16

WI Libraries For Everyone: PLSR Update: Internal Work Continues, Planning for Implementation Summit

WI Libraries
FOR EVERYONE

PLSR Update: Internal Work Continues, Planning for Implementation Summit

Posted: 05 Feb 2020 07:40 AM PST

Wednesday, February 5, 2020

*The Public Library System Redesign (PLSR) was a multi-year process resulting in a **Recommendation Report** that was delivered to DPI in 2019. As DPI works internally and with stakeholders to make recommended improvements, we want to be as transparent and open as possible. Watch for regular updates on the Wisconsin Libraries for Everyone Blog and be sure to reach out with any questions or comments to us at **DPI-PLSR@dpi.wi.gov**. Thanks!*

DPI staff continue to work internally to set the stage for future success in implementing PLSR recommendations. Read below for updates on PLSR-related activities.

We are currently recruiting for a Project Coordinator. This position will help keep PLSR projects on track and connect disparate threads of work that overlap recommendation areas. This role will also help implement business process improvements and provide project management guidance to our staff. This position is primarily focused on PLSR, but will also assist with other library projects and processes, such as LSTA administration. We anticipate filling this role in March.

We have also been busy planning an Implementation Summit to be held during the first week of June. This will be a "point-in-time" check-in, facilitated by an outside consultant, to ensure the implementation process is moving in the right direction. We are working with system staff to build a representative list of attendees from libraries across the state. More details to come!

In order to ensure progress is being made on specific recommendations from the Final Report, we are reviewing recommendations and workgroup reports internally and completing further analysis that will help with implementation. Here are some brief updates on particular efforts:

Analyze the Current Funding Formula

Before his retirement, John DeBacher completed a draft of an issue paper that describes Public Library System funding. This is being reviewed and finalized. Additionally, we are preparing calculations of the existing state aid formula as well as a calculation of the alternate state aid formula that is described in statute, but not applied. This is groundwork for a larger study of the funding formula.

Professional Development

Our staff is working on defining the functionality of a statewide professional development tool. What problems would it solve, what would it make easier, and how would it enable librarians in the state, our most important asset, to do their jobs more effectively? We are also learning about the functionality of Learning Management Systems, both those currently licensed by DPI as well as those in use in other states or fields. In addition, we are engaging in conversation with colleagues from other state libraries to find out what solutions are working or not working for professional development nationally.

Enhance Collaboration by Creating Incentives and Removing Barriers

Library System Directors created an inventory of existing collaborations that are already happening in the state. We are reviewing that inventory and looking at other collaborations throughout the state to identify successes on which to build as well as start a gap analysis process to see where collaborations might be needed. We are also paying attention to other recommendation areas to identify potential barriers that might need to be addressed.

Initiate Delivery Service Pilot Projects

We are working to hire an external consultant to review the Delivery Workgroup report and the Final Report and define parameters and make recommendations for locations to host a delivery pilot project or projects.

Discovery Layer

To ensure we are speaking the same language when we talk about the potential for a State-scale Discovery Layer, we are developing a document to chart the features of various library technology platforms, such as ILS, ILL Management Platforms, Discovery Layers, etc. This information will serve as the basis for an upcoming issue paper. We have submitted a program proposal to discuss our findings at WAPL.

For more information on PLSR, visit the **COLAND PLSR website**.

Written by Ben Miller, Division for Libraries and Technology

Tags

- Administration & Data

- Resource Sharing

- Services & Programs

*For questions about this information, contact **Ben Miller** (608) 224-6168*

- **Read more about PLSR Update: Internal Work Continues, Planning for Implementation Summit**

Wisconsin Department of Public Instruction
PUBLIC LIBRARY SYSTEM ANNUAL
REPORT PI-2404-A (Rev. 1-20)

INSTRUCTIONS: Complete and return the original board-approved, signed annual report as a PDF to LibraryReport@dpi.wi.gov by February 29, 2020.

Required by § 43.05(4) and 43.58(6) Wis. Stats.

FOR THE YEAR 2019

I. GENERAL INFORMATION

1. System Name	2. System Director Name	3. Certification Grade	4. Date Certification Expires
Arrowhead Library System	Steven T. Platteter	Grade 1	2022-06-30

5. Street Address	6. Phone *Area/No.*	7. Fax Number *Area/No.*
430 E. High St., Suite 200	(608) 868-2872	(608) 868-2875

8. Mailing Address *PO Box*	9. System Website URL	10. Director System Email Address
	als.lib.wi.us	platteter.steve@als.lib.wi.us

11. City / Village / Town	12. County	13. ZIP Code
Milton	Rock	53563-1579

14. Number of Public Libraries Participating in the System	15. Does System Operate a Books-By Mail Program	16. Number of Book-mobiles Owned	17. Estimated System Area Public Library Registered Borrowers	18. DUNS Number *Nine digits*
7	No	0	127,954	78376758

II. SYSTEM COLLECTION

	No. Owned / Leased	Number Added		No. Owned / Leased		No. Owned / Leased
1. Books in Print	2,143	45	4. Electronic Collections *Number available to members*	5	7. Licensed Electronic Video Materials *Units (copies) available to members*	952
2. Audio Materials	0	0	5. Licensed E-books *Units (copies) available to members*	155,352	8. Subscriptions *Exclude those in electronic format*	4
3. Video Materials	25	0	6. Licensed Electronic Audio Materials *Units (copies) available to members*	54,323		

III. SYSTEM SERVICES

Circulation Transactions *Circulation includes items checked out by the system directly to the users. Count one for each item loaned directly to users from the system or any program administered by the system; e.g., bookmobiles, books-by-mail, etc. Do not count direct circulation from the system resource library or system member libraries.*	1. Total Circulation	2. Interlibrary Loans *System interlibrary loan transactions*	
		a. Items Loaned	b. Items Received
	7	5	2

3. System Electronic Resources Use *Number of uses of system licensed electronic resources*

a. E-book	b. E-audio	c. E-video	d. Electronic Collection Retrievals
79,824	80,109	5,047	3,653

IV. SYSTEM BOARD AND ORGANIZATION

List the members of the system board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting changes, indicate departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
1. President Richard	Bostwick	61 Harrison St.	Janesville	53545	richbarb2000@yahoo.com
2. Annette	Smith	1044 Sunset Drive	Milton	53563	arsmith14@gmail.com
3. Adam	Dinnes	1438 Lafayette St.	Janesville	53546	adamdinnes@gmail.com
4. Eloise	Eager	43 N Second St	Evansville	53536	eloiseeager@charter.net
5. Wes	Davis	4210 Castlemoor Dr.	Janesville	53546	wpsdavis@att.net
6. Jose	Carrillo	125 Winesap Dr.	Janesville	53548	jojolatino@aol.com
7. Maribeth	Miller	2481 Oxford Lane	Beloit	53511	FeatherZoo@netzero.com
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					

V. PUBLIC LIBRARY SYSTEM INCOME

1. County Government

a. System Member County Appropriations Received by Library System

County Name	Amount	County Name	Amount
Rock	$1,100,158		
	Subtotal 1a	$1,100,158	

b. Other County Payments Received

County Name	Amount
Walworth	$24,315
Subtotal 1b	$24,315

2. State Aid to Public Library Systems	$467,820

3. Other State Funded Programs *List individually. Attach listing if necessary.*

a.	
b.	
c.	
Subtotal 3	

4. Federal Aid *Program name and, if LSTA, project number. List each program individually. Attach listing if necessary.*

a.		f.	
b.		g.	
c.		h.	
d.		i.	
e.		j.	
		Subtotal 4	

5. Contract Income from Other Governmental Units, Libraries, Library Agencies, Library Systems, etc. *List names individually. Attach listing if necessary.*

a. Rock County Sheriff's Department	$2,000	f.	
b. Affiliate members (Delivery)	$6,103	g.	
c. Member Library Automation	$240,765	h.	
d.		i.	
e.		j.	
		Subtotal 5	$248,868

6. Other Income

Unexpended State Aid from Previous Year(s)	Interest Earned from State Aid Funds Investments	All Other Unexpended Funds from Previous Year(s)	Interest Earned from Other Fund Investments	Gifts and Endowments to the System	All Other Sources	Subtotal 6
$271,213	$0	$0	$0	$0	$0	$271,213

7. **Total Income** Add 1 through 6	$2,112,374

VI. PUBLIC LIBRARY SYSTEM EXPENDITURES *Report system expenditures from all sources.*				
	System State Aid**	Other State and Federal Aid*	All Other***	Annual Total
1. Salaries and Wages	$179,480	$0	$0	$179,480
2. Employee Benefits	$74,953	$0	$0	$74,953
3. System Collection Expenditures				
a. Printed Material	$2,208	$0	$2,000	
b. Electronic Material	$30,000	$0	$76,163	
c. Audiovisual Material	$0	$0	$0	
d. All Other Material	$0	$0	$0	
Subtotal *Collection Expenditures*	$32,208	$0	$78,163	$110,371
4. System Contract Expenditures *Attach a brief description of contracts; i.e., recipient, amount, and purpose.*	$65,180	$0	$155,690	$220,870
5. System Payments to Member Libraries *Attach lists of individual payments.*	$220	$0	$1,025,967	$1,026,187
6. All Other Operating Expenditures	$93,661	$0	$90,063	$183,724
7. Total Operating Expenditures	$445,702	$0	$1,349,883	$1,795,585
8. System Capital Expenditures	$0	$0	$0	$0

* Report expenditures from federal grant funds and state funded programs other than state aid to public library systems.

** Report expenditures from report year public library system state aid, state aid funds carried forward to current year, and any interest earned from those funds.

*** Report expenditures from county appropriations, contract income, gifts and endowments, and any carryover from those sources. Also include expenditures from interest earned from those sources.

VII. SYSTEM MEMBER COUNTY APPROPRIATIONS FOR LIBRARY SERVICE

Report the total amount appropriated for public library service for each county in your system. Include all funding, including those paid to a library system or another county's public libraries. Report the amounts for the report year. Attach the page(s) of each county budget that show the amounts below.

County Name	Amount	County Name	Amount	County Name	Amount
1. Rock	$1,098,657	5.		8.	
2.		6.		9.	
3.		7.		10.	
4.					

VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE

The following statement certifies that your public library system complied with all statutory requirements for public library systems for the report year. Indicate, with a check, your system's compliance with each of the system requirements.

s.43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided:

Membership Agreements

☒ **(a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.**

☒ Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Resource Library Agreement

☒ **(b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.**

☒ Signed copies of the report year and current year resource library agreements have been filed with the division.

| VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.) |

Reference Referral and Interlibrary Loan

☒ **s. 43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.**

☒ Reimbursed member libraries for ILL   ☒ Maintained a shared database of member library bibliographic records and holdings

☒ Maintained ILL Clearinghouse   ☒ Utilized WISCAT to promote interlibrary loan

☐ Contracted for ILL Clearinghouse   ☒ Maintained a system interlibrary loan plan

Inservice Training

☒ **s. 43.24(2)(e) Inservice training for participating public library personnel and trustees.**

Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.

☒ Conducted workshops for member library staff and trustees   ☒ Provided scholarships and grants for member library staffs

☒ Maintained a calendar of CE events   ☒ Maintained a professional collection for system and member library staffs.

☒ **s. 43.24(2)(h) Professional consultant services to participating public libraries.**

Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.

☒ Public library administration and governance   ☒ Technical services   ☒ Legal issues

☒ Adult services   ☒ Interlibrary loan and resource sharing   ☒ Public relations

☒ Youth services   ☒ Staff development (certification, CE, etc.)   ☒ Reference and information services

☒ Library automation   ☒ Planning and evaluation, standards   ☒ Special needs

☐ Building and remodeling   ☒ Collection development

Delivery and Communication

☒ **s. 43.24(2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.**

Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.

☒ Had regular courier or van delivery service   ☒ Used fax for document delivery/communication

☐ Provided an 800 number, phone credit card, or accepted collect calls   ☐ Used mail as primary delivery system

ILL transactions sent by: ☒ Published a newsletter

☒ Email   ☐ OCLC   ☒ Regional automated system   ☒ WISCAT

Service Agreements

☒ **s. 43.24(2)(g) Service agreements with all adjacent library systems.**

☒ Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Indicate with a check those services provided for in the adjacent library system agreements for the report year.

☒ Reciprocal borrowing between systems   ☒ Delivery   ☐ Audiovisual services

☒ Cash payments in cross-system lending   ☒ Newsletter exchange   ☐ Cooperative purchasing

☒ Continuing education   ☐ Cooperative planning/information exchange

Services to Users with Special Needs

☒ **s. 43.24(2)(k) Promotion and facilitation of library service to users with special needs.**

The division interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

Briefly summarize the most significant specific services or initiatives carried out by your system in a special needs area in the report year. Describe the system effort in terms of the way in which the initiative is conducted by the system. Some systems provide direct services, others provide services to support library efforts.

The system receives $2000 from the Rock County Sheriff's department to purchase paperback books for the Rock County Jail. ALS maintains a collection of large type and special interest books for nursing, assisted living and senior centers through out Rock County. These, and similar materials from Hedberg Public Library, are delivered through the ALS delivery system. All seven of the ALS member libraries have service desk hearing loops installed at their circulation desks. Hedberg, Beloit and Edgerton Public Libraries also have meeting/program room hearling loop systems. Both hearling loop projects were funded by LSTA grants in 2014 and 2015. The Wisconsin Center for the Blind and Visually Impaired is an ALS affiliate member and receives materials through the ALS delivery system. Arrowhead also contracts with Inclusive Services Institute Cohort member Rene Bue for inclusive services consulting.

VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.)

Services to Users with Special Needs (cont'd.)

Identify the agency(ies) with which the system had the most contact in terms of a planning effort or project collaboration, or with which member libraries worked. Indicate system services or types of materials involved with, or purchased for, the project. Were any accessibility issues involved? Identify any significant marketing done by the system to support library efforts in serving special needs populations.

Rock County Senior Services, Rock County Sheriff's Department, Rock County ADRC, Rock-Walworth Head Start and the WI Center for the Blind and Visually Impaired.

If the system provided any continuing education programs in the report year on special needs topics, identify the topic(s) and speaker(s)

ALS Director Steven Platteter and Inclusive Services Consultant Rene Bue met with the Boards of the Beloit, Edgerton and Milton Public Libraries to discuss the "the Inclusive Services Assessment and Guide For Wisconsin Public Libraries." Rene Bue also discussed the "Assessment and Guide" with the staff of the Beloit Public Library.

Other Types of Libraries

☒ **s. 43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.**

☒ An advisory committee or planning group including representatives from other types of libraries met and established objectives relating to this requirement for the plan year.

☒ The system has agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Indicate with a check system services provided to other types of libraries in the report year.

☒ Consultation   ☐ Union list of serials   ☐ Back-up reference services

☒ Continuing education / workshops ☒ Directory of libraries   ☒ Newsletter

☒ ILL (Direct)   ☒ Delivery services   ☐ Technical services

Library Technology and Resource Sharing Plan

☒ **s. 43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every 5th January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.**

☒ Member public libraries and other types of libraries in the system area had an opportunity to review and comment on the plan.

☒ The public library system's current technology and resource sharing plan has been filed with the Division for Libraries and Technology.

Other Service Programs

☒ **s. 43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library board after consultation with participating public libraries.**

List and evaluate each service program carried out under this statute in the report year. Do not lump miscellaneous activities under a single "other" program.

Arrowhead maintains a public information coordinator to produce promotional information about library services, special programs, youth and adult ongoing programs, brochures, SHARE, computer classes and other activities in the libraries. The promotions included a radio announcements about library programs and services, news releases to local media, bookmarks, posters, brochures, and a booth at the Rock County Fair. This position provides service to all seven ALS member libraries and also included website design for five of the member libraries.

Administration

☒ The system did not expend more than 20 percent of the state aid received in the report year for administration.

IX. COLLABORATIVE ACTIVITIES

Summary of Activities *Briefly describe collaborative activities with other libraries, public library systems, and other organizations. Exclude services and activities listed in the system's report year resource library contract.*

2019 marks the the second year of the Arrowhead Library System's largest collaboration to date, becoming a member of the SHARE Consortium. SHARE is a partnership of the Arrowhead, Lakeshores and Kenosha County Library Systems providing a shared catalog and ILS to 24 public libraries and one school district library. The new combined SHARE catalog and ILS features approximately 2,150,000 items and offers improved functionality for both patrons and library staff over Arrowhead's previous ILS consortium RockCat. Joining SHARE also opened ILS support and delivery collaboration possibilities for ALS. An ILS/IT support agreement has been signed with Lakeshores Library System (LLS) bringing LLS' IT expertise to the ALS member libraries, it has also allowed for cooperative computer purchasing. With the signing of a network support agreement with LLS, all seven ALS member libraries were moved on to the LLS Wide Area Network (WAN). ALS has also benefited from a SHARE wide subscription to Lynda.com. The Arrowhead Library System is part of the WPLC buying pool collaboration. The amount each system funds as part of the WPLC buying pool collaboration shares the cost of a digital library platform, provides access to the entire multi-million dollar collection already in the digital library and purchased more than $1,150,000 worth of new content in 2019. In regard to Continuing Education, Arrowhead LS was involved with three collaborations. First ALS continued its contractual collaboration with the South Central Library System (SCLS). Secondly ALS also continued its membership in the SEWI CE consortium. Finally, The Arrowhead LS remained a cosponsor for the Wild Wisconsin Winter Web Conference and Trustee Training Week. These collaborations made available to ALS member library directors and staff a wealth of CE opportunities. These opportunities included face to face programs, webinars and in the case with SCLS, customized crisis prevention programming. As part of its early literacy/1000 Books before Kindergarten projects, Arrowhead continued two collaborations. The first collaboration, with the Bridges Library System, developed out of the LSTA project "Accessible Early Literacy" in 2016. ALS was looking for a 1000 Books before Kindergarten App the same time as Bridges was working to develop their 1000 Books App Version 2, which incorporated many of the features ALS was looking for. The collaboration was natural, and the ALS project funded the incorporation of Spanish into the App. When Arrowhead began its 1000 Books before Kindergarten project in 2014, it found many potential community partners in western Walworth County. This has led to discussions with the Lakeshores Library System. Lakeshores helped ALS automate its MailChimp based notification system which works with the 1000 Books patron database that ALS had developed.

Cost Benefit. *For each activity above, list the activity name and estimated cost benefit realized.*

Activity	Amount
1. SHARE Consortium with Lakeshores & Kenosha County Library Systems	50,000
2. ILS/network/IT support agreements with LLS	55,000
3. SHARE subscription to Lynda.com	9,571
4. WPLC/EContent buying pool	1,119,908
5. SCLS Continuing Education	1,000
6. SEWI CE Consortium	11,500
7. Winter Web Conference/Trustee week	4,500
8. 1000 Books before Kindergarten App with Bridges LS	7,850
9. 1000 Books before Kindergarten MailChimp automation with LLS	2,500
10.	
Cost Benefit Total	1,261,829

X. PUBLIC LIBRARY SYSTEM ANNUAL PROGRAM EXPENDITURES

Program Expenditures *Provide a summary of your public library system expenditures by system service program and fund source for the report year.*

Program	System Aid, Carryover, and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
Technology, Reference and Interlibrary Loan *See note*				
1. ALS Technology	33,003	0	0	33,003
2. SHARE ILS & Support	0	0	165,459	165,459
3. Resource Contract (minus Overdrive Advantage)	35,000	0	0	35,000
4. Gale Courses, Lynda.com, Transparent Languages	21,725	0	0	21,725
5. Electronic Resources	30,000	0	76,163	106,163
Subprogram Total	119,728	0	241,622	361,350
Continuing Education and Consulting Service *See note*				
1. Continuing Education	16,516	0	0	16,516
2. Consulting	14,789	0	0	14,789
Subprogram Total	31,305	0	0	31,305
Delivery	81,519	0	6,103	87,622
Library Services to Special Users	16,312	0	2,000	18,312
Library Collection Development	14,949	0	0	14,949
Direct Payment to Members for Nonresident Access	14,527	0	1,025,967	1,040,494
Direct Nonresident Access Payments Across System Borders	14,527	0	72,691	87,218
Library Services to Youth	24,627	0	0	24,627
Public Information	102,673	0	0	102,673
Administration	25,535	0	1,500	27,035
Other System Programs				
1.	0	0	0	0
2.	0	0	0	0
3.	0	0	0	0
4.	0	0	0	0
Grand Totals	445,702	0	1,349,883	1,795,585
Estimated Expenditures for Technology-Related Services Provided by the System	84,728	0	241,622	326,350

NOTE: Technology, Reference and Interlibrary Loan, and Continuing Education and Consulting Service Program areas may be divided into subprograms at the discretion of the system.

XI. SYSTEM STAFF

1. Personnel Listing
   a. Employees Holding the Title of Librarian as of December 31 of the report year. *Include vacancies if they will be filled within one year*

First Name	Last Name	Position	MLS (ALA)	Annual Salary	Hrs. Worked per Week
Steven	Platteter	Director	☒	$63,972	40.00
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		
			☐		

b. Other Paid Staff *Include plant operation, maintenance, and security.*

Position	Total Annual Wages	Hrs. Worked per Week	Position	Total Annual Wages	Hrs. Worked per Week
Public Information Coordinator	$47,797	40.00			
Office & ILL Manager	$39,508	36.00			
Driver	$10,405	15.00			
Driver	$8,090	15.00			
Driver	$8,674	8.00			

2. System Staff Full-Time Equivalents (FTEs) *Divide the total hours worked per week for each category by 40 to determine full-time equivalents.*

a. Persons Holding the Title of Librarian			b. All Other Paid Staff *FTE incl. maintenance, plant operation, and security*	c. Total Library Staff Full Time Equivalents *Add Subtotal 2a and 2b*
i. Master's Degree from an ALA Accredited Program *FTE*	ii. Other Persons Holding the Title of Librarian *FTE*	Subtotal		
1.00	0.00	1.00	2.85	3.85

XII. SYSTEM MEMBERSHIP
Attach a listing of all current public library and county members of the system.

Indicate whether your public library system members have indicated compliance with the following membership requirements. If any of these conditions have not been met, attach a written explanation of the circumstances resulting in noncompliance and a description of actions to be taken to achieve compliance (include timelines). *A check indicates that all members have indicated compliance with the requirement.*

[X] The public library members are established under the provisions of Chapter 43 of the Wisconsin Statutes. [s. 43.15(4)(c)1]

[X] The public library members are authorized by the municipal governing board to participate in the public library system. [s. 43.15(4)(c)3]

[X] The public library members have entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program or from providing remote access to a library's online resources only to residents. [s. 43.15(4)(c)4]

[X] The member public library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction and is present in the library for at least 10 hours of each week that the library is open, less leave time. [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03]

[X] All counties participating in the system have entered into written agreements with the system as required under [s. 43.15(4)(b)3]

[X] All counties participating in the system have adopted and maintained the plan of library service submitted and approved under s. 43.11(3) and s. 43.13(1). [s. 43.15(4)(b)1]. *On the membership listing to be attached to this report, indicate the year of the last plan revision.*

[X] Each public library member, beginning in 2008, annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer. [s. 43.15(4)(c)7]

[X] Each public library member, beginning in 2008, annually spends at least $2,500 on library materials. [s. 43.15(4)(c)8]

XIII. CERTIFICATION OF STATUTORY COMPLIANCE

As of the date of this report, indicate whether the following statutory requirements are being met by the system. If any of these requirements were not met, attach a written explanation of the circumstances resulting in noncompliance and a description of the actions to be taken to achieve compliance (include timelines). Any current written contracts or agreements not previously filed with the division providing evidence of compliance must be enclosed with this report. This report is for compliance as of the date of this report. If compliance is later not maintained in any area reported as being in compliance, notify the Division for Libraries and Technology.

Indicate compliance with the requirements below with a checkmark. Unchecked statutes indicate noncompliance.
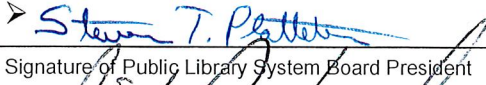
[X] Library system board is constituted and operated in compliance with s. 43.17(1) and (2) and s. 43.19(1)(a) and (b).

[X] Library system board has appointed a head librarian who is responsible for administration of the public library system. [s. 43.17(4)]

[X] Library system is organized and operated in compliance with Wis. Stat. s. 43.15 Standards for public library systems.

S. 43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided.

[X] (a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.

[X] (b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.

[X] (d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.

[X] (e) Inservice training for participating public library personnel and trustees.

[X] (fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

[X] (g) Service agreements with all adjacent library systems.

[X] (h) Professional consultant services to participating public libraries.

[X] (i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.

[X] (k) Promotion and facilitation of library service to users with special needs.

[X] (L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.

[X] (m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to the library technology and the sharing of resources. By January 1, 2000, and every 5th January thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.

[X] (n) That, if the system reimburses a participating public library for the costs of providing interlibrary borrowing services to an individual who holds a valid borrower's card of another participating public library, the reimbursement shall not exceed the actual costs incurred by the public library in providing such services. The department shall promulgate rules defining "actual costs" for the purposes of this paragraph.

CERTIFICATION

I CERTIFY that to the best of my knowledge the information provided in this annual report and any attachments are true and accurate.

Signature of Public Library System Director	Name of Public Library System Director	Date Signed
Steven T. Platteter	Steven T. Platteter	2/12/2020
Signature of Public Library System Board President	Name of Public Library System Board President	Date Signed
[signature]	Richard Bostwick	2/12/20

COMMENTS

1. Books in Print (end of year total)
   2084 large print and 59 professional collection books--2020-01-23
3. Video Materials
   No items added or deleted.--2020-01-23
4. System Licensed Electronic Collections (number available to members)
   ALS subscriptions to Hoopla, Gale Courses, Lynda.com, Transparent Languages and Novelist.--2020-01-23

1. Total Annual Circulation
   The Arrowhead Library System book collection is mainly large print materials for nursing home outreach. While only seven items "circulated" in 2019, 3225 items were loaned out, in bulk collections, to Rock County nursing homes.--2020-01-24
2a. Items Loaned (provided to)
   Apart from its book and video collections, ALS loaned 93 stand-ups, 1 huge stuffed bear and 39 makerspace items to member libraries. ALS also handled 2112 clearinghouse requests; 1999 from member libraries, 68 from affiliate members and 45 from non-ALS members.--2020-01-23
   a. Uses of E-Books By Users of Your System
      68,674 Overdrive, 11,150 Hoopla--2020-01-23
   b. Uses of E-Audio by Users of Your System
      57,023 Overdrive, 23,086 Hoopla--2020-01-23
   c. Uses of E-Video by Users of Your System
      143 Overdrive, 4,904 Hoopla--2020-01-23

Amount
   Includes $1,098,657 for library service and $1,500 for ALS Board per diems.--2020-01-24
Amount
   Reimbursement for ALS circulation to Walworth Co. residents without libraries. Funds pass through ALS to member libraries: $1,230.39 - Beloit, $2,385.92 - Clinton, $91.14 - Edgerton, $20,174.49 - Hedburg, $432.92 - Milton.--2020-01-24
Amount
   Includes SHARE & SHARE support, Econtent buying pool and member libraries share of HOOPLA.--2020-01-24

System Collection - Print: System State Aid
   Subscriptions, nursing home outreach, jail outreach.--2020-01-28
System Collection - Print: All Other
   Funds from the Rock County Sheriff's Department for jail books.--2020-01-28
System Collection - Electronic: System State Aid
   $5,000 from Resource Contract to cover ALS Overdrive Advantage account. $25,000 toward HOOPLA content.--2020-01-28
System Collection - Electronic: All Other
   $29,863 - ALS member libraries' contribution to Digital Buying pool. $46,300 - ALS member libraries contribution for HOOPLA content, ALS provides an additional $25,000.--2020-01-28
System Contracts: System State Aid
   Resource contract with Hedberg PL $40,000 minus $5000 for ALS Overdrive Advantage program in 3b System Collection Electronic Materials. 10,000 for YS consulting contract with Beloit PL. $19,980 Koene Courier Services - delivery run from ALS sorting hub to LLS sorting hub in Elkhorn. $200 to LLS for web hosting.--2020-01-28
System Contracts: All Other
   Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County $24,819, Green County $32,180, Dane County $12,875 and Walworth County $2,816. $83,000 to LLS for SHARE/IT support agreement from member libraries automation fees.--2020-01-28
System Payments to Libraries: System State Aid
   ILL postage related payments: $20 to the Milton Public Library. CE Scholarships: $200 to the Orfordville Public Library.--2020-01-28
System Payments to Libraries: All Other
   Rock County Payment to ALS member libraries for reimbursable township circulation.--2020-01-28
Other Operating: All Other
   Funds from affiliate members for delivery related expenditures. Funds from non-e-collection/contract automation expenditures and Rock County funds for ALS Board per diems.--2020-01-28

Amount
   Rock County: $1,025,967. Dane County: $12,875, Green County: $32,180. Jefferson County: $24,819. Walworth County: $2,816.--2020-01-28

Had regular courier or van delivery service
   The ALS van provides five day a week delivery to ALS member libraries. ALS contracts with Koene Courier Service, Madison, to provide a five day a week delivery run between the ALS sorting hub in Milton and the LLS sorting hub in Elkhorn.--2020-01-29

Program 3 System Aid
   Resource Contract with Hedberg Public Library, $40,000 minus $5,000 reported in Electronic Resources: $35,000.--2020-01-29
Program 4 System Aid
   Gale Courses: $15337, Lynda.com: $5427 and Transparent Languages: $961.--2020-01-29

Program 6 System Aid

[1], 2084 large print and 59 professional collection books (*0-2020-01-23*)

[2], No items added or deleted. (*0-2020-01-23*)

[3], ALS subscriptions to Hoopla, Gale Courses, Lynda.com, Transparent Languages and Novelist. (*0-2020-01-23*)

[4], The Arrowhead Library System book collection is mainly large print materials for nursing home outreach. While only seven items "circulated" in 2019, 3225 items were loaned out, in bulk collections, to Rock County nursing homes. (*0-2020-01-24*)

[5], Apart from its book and video collections, ALS loaned 93 stand-ups, 1 huge stuffed bear and 39 makerspace items to member libraries. ALS also handled 2112 clearinghouse requests; 1999 from member libraries, 68 from affiliate members and 45 from non-ALS members. (*0-2020-01-23*)

[6], 68,674 Overdrive, 11,150 Hoopla (*0-2020-01-23*)

[7], 57,023 Overdrive, 23,086 Hoopla (*0-2020-01-23*)

[8], 143 Overdrive, 4,904 Hoopla (*0-2020-01-23*)

[9], Includes $1,098,657 for library service and $1,500 for ALS Board per diems. (*0-2020-01-24*)

[10], Reimbursement for ALS circulation to Walworth Co. residents without libraries. Funds pass through ALS to member libraries: $1,230.39 - Beloit, $2,385.92 - Clinton, $91.14 - Edgerton, $20,174.49 - Hedburg, $432.92 - Milton. (*0-2020-01-24*)

[11], Includes SHARE & SHARE support, Econtent buying pool and member libraries share of HOOPLA. (*0-2020-01-24*)

[12], Subscriptions, nursing home outreach, jail outreach. (*0-2020-01-28*)

[13], Funds from the Rock County Sheriff's Department for jail books. (*0-2020-01-28*)

[14], $5,000 from Resource Contract to cover ALS Overdrive Advantage account. $25,000 toward HOOPLA content. (*0-2020-01-28*)

[15], $29,863 - ALS member libraries' contribution to Digital Buying pool. $46,300 - ALS member libraries contribution for HOOPLA content, ALS provides an additional $25,000. (*0-2020-01-28*)

[16], Resource contract with Hedberg PL $40,000 minus $5000 for ALS Overdrive Advantage program in 3b System Collection Electronic Materials. 10,000 for YS consulting contract with Beloit PL. $19,980 Koene Courier Services - delivery run from ALS sorting hub to LLS sorting hub in Elkhorn. $200 to LLS for web hosting. (*0-2020-01-28*)

[17], Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County $24,819, Green County $32,180, Dane County $12,875 and Walworth County $2,816. $83,000 to LLS for SHARE/IT support agreement from member libraries automation fees. (*0-2020-01-28*)

[18], ILL postage related payments: $20 to the Milton Public Library. CE Scholarships: $200 to the Orfordville Public Library. (*0-2020-01-28*)

[19], Rock County Payment to ALS member libraries for reimbursable township circulation. (*0-2020-01-28*)

[20], Funds from affiliate members for delivery related expenditures. Funds from non-e-collection/contract automation expenditures and Rock County funds for ALS Board per diems. (*0-2020-01-28*)

[21], Rock County: $1,025,967. Dane County: $12,875, Green County: $32,180. Jefferson County: $24,819. Walworth County: $2,816. (*0-2020-01-28*)

[22], The ALS van provides five day a week delivery to ALS member libraries. ALS contracts with Koene Courier Service, Madison, to provide a five day a week delivery run between the ALS sorting hub in Milton and the LLS sorting hub in Elkhorn. (*0-2020-01-29*)

[23], Resource Contract with Hedberg Public Library, $40,000 minus $5,000 reported in Electronic Resources: $35,000. (*0-2020-01-29*)

[24], Gale Courses: $15337, Lynda.com: $5427 and Transparent Languages: $961. (*0-2020-01-29*)

[25], $5,000 from Resource Library Contract with Hedberg Public Library for ALS Overdrive advantage program. $25000 ALS contribution toward Hoopla content. (*0-2020-01-29*)

[26], $29,863 - ALS member libraries' contribution to Digital Buying pool. $46,300 - ALS member libraries contribution for HOOPLA content, member libraries may have separately added additional Hoopla content through direct invoicing from Midwest Tape. (*0-2020-01-29*)

[27], $6,103 from affiliate members for delivery service. (*0-2020-01-29*)

[28], The Rock County Sheriffs department provides $2000 for books for the Rock County Jail. (*0-2020-01-29*)

[29], Beloit $301,763. Clinton $40,183. Edgerton $71,290. Evansville $61,298. Janesville $437,850. Milton $82,253. Orfordville $31,331. (*0-2020-01-29*)

[30], Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County $24,819, Green County $32,180, Dane County $12,875 and Walworth County $2,816. (*0-2020-01-29*)

[31], Includes $10,000 to Beloit Public Library per Youth Services Consulting Contract. (*0-2020-01-29*)

[32], Includes both Public Information consulting and Public Information Services listed under VIII - Other Service Programs. (*0-2020-01-29*)

[33], ALS Board per Diem. (*0-2020-01-29*)

[34], ALS and Rock County have a County Library Plan. Because ALS is considered a county department, each year as part of the annual county budget cycle, ALS submits a budget request to Rock County to reimburse both Rock County and adjacent county libraries for Rock County township and village of Footville circulation. Also submitted to Rock County each year as part of the ALS budget request is the Arrowhead Library System Charter which details system services. The Charter is annually approved by the ALS Board of Trustees and the Rock County Board of Supervisors and is an annually updated appendix of the County Library Plan. The 2019 ALS Charter is attached. (*0-2020-01-29*)

System

Arrowhead Library System

Resource Library Agreement

Other agreements

Reference Referral and Interlibrary Loan

Other reference referral and interlibrary loan services

Comments

Joining the SHARE Consortium has changed the dynamics of interlibrary loan for the Arrowhead Library System. While the amount of WISCAT generated ILL has decreased, the amount of hold generated loans has increased considerably. In 2019 465,000 items passed through the ALS sorting hub either coming from LLS & KCLS to ALS member libraries or heading to LLS & KCLS from ALS member libraries to fill holds.

Inservice Training

Other inservice training or professional consultant services

Comments

ALS contracts with the Beloit Public Library for youth services consulting and also contracts with Inclusive Services Institute Cohort member Rene Bue for inclusive services consulting.

Delivery and Communication

Other delivery and communication services

Comments

Five day delivery is provided for all ALS member libraries. In addition the delivery van goes to Beloit College, Beloit Schools, Evansville Schools, Parkview Schools and the WI Center for the Blind and Visually Impaired. ALS pays for state-wide delivery service 4 days per week.To facilitate SHARE-wide delivery. ALS also contracts with Koene Courier Service, Madison, to provide a five day a week delivery run between the ALS sorting hub in Milton and the LLS sorting hub in Elkhorn. The Arrowhead Newsletter, now "The Monthly Memo", is highly regarded, both locally and statewide. Beside the newsletter, the ALS public information coordinator also prepared radio announcements, newspaper and shopper news releases about programs in the member libraries, brochures, flyers, newsletters, and other promotional materials.

Service Agreements

Other service agreements

Comments

Services to Users with Special Needs

Summary of significant specific services or initiatives in special needs

The system receives $2000 from the Rock County Sheriff's department to purchase paperback books for the Rock County Jail. ALS maintains a collection of large type and special interest books for nursing, assisted living and senior centers through out Rock County. These, and similar materials from Hedberg Public Library, are delivered through the ALS delivery system. All seven of

the ALS member libraries have service desk hearing loops installed at their circulation desks. Hedberg, Beloit and Edgerton Public Libraries also have meeting/program room hearling loop systems. Both hearling loop projects were funded by LSTA grants in 2014 and 2015. The Wisconsin Center for the Blind and Visually Impaired is an ALS affiliate member and receives materials through the ALS delivery system. Arrowhead also contracts with Inclusive Services Institute Cohort member Rene Bue for inclusive services consulting.

Agency(ies) with which the system had the most contact

Rock County Senior Services, Rock County Sheriff's Department, Rock County ADRC, Rock-Walworth Head Start and the WI Center for the Blind and Visually Impaired.

Continuing education about special needs *Topics and speakers*

ALS Director Steven Platteter and Inclusive Services Consultant Rene Bue met with the Boards of the Beloit, Edgerton and Milton Public Libraries to discuss the "the Inclusive Services Assessment and Guide For Wisconsin Public Libraries." Rene Bue also discussed the "Assessment and Guide" with the staff of the Beloit Public Library.

Comments

Starting in 2018 ALS provided a $1000 match to the funds already provided by the Rock County Sheriff's Department for books to the Rock County Jail. The additional funds were used to purchase Alcoholics and Narcotics Anonymous materials for inmates. In 2019, ALS started to contract with Inclusive Services Institute Cohort member Rene Bue for inclusive services consulting.

Other Types of Libraries

Other system services to other types of libraries

Other Comments

Other Service Programs

Other service programs List and evaluate

Arrowhead maintains a public information coordinator to produce promotional information about library services, special programs, youth and adult ongoing programs, brochures, SHARE, computer classes and other activities in the libraries. The promotions included a radio announcements about library programs and services, news releases to local media, bookmarks, posters, brochures, and a booth at the Rock County Fair. This position provides service to all seven ALS member libraries and also included website design for five of the member libraries.