

ARROWHEAD LIBRARY SYSTEM

Budget Committee Meeting

Via:

GoToMeeting

<https://global.gotomeeting.com/join/710683725>

in a browser

or to join by phone, dial:

[+1 \(872\) 240-3311](tel:+18722403311) Access Code: 710-683-725

Wednesday March 9, 2022

5:30 pm

Please call the ALS office if you are unable to attend (868-2872)

1. Call to Order
2. Approval of the Agenda
3. Approval of Minutes
4. 2021 ALS Budget
5. 2022 ALS Budget
6. Set next meeting date
7. Adjourn

The undersigned, as the designee of the presiding officer of the above governmental body, certify that I emailed a copy of this document to the Rock County Courthouse, Administration office for posting on the Rock County website@ www.co.rock.wi.us on 3/3/2022

Anita Schultz – Arrowhead Library System

ARROWHEAD LIBRARY SYSTEM BUDGET COMMITTEE MEETING

Via GoToMeeting

November 10th, 2021

- 1) **Call to Order:** ALS Budget Committee Chair Adam Dinnes called the meeting to order at 5:30 p.m. Also present was Bill Wilson and Steven Platteter.
- 2) **Approval of Agenda:** Bill Wilson moved to approve the agenda; Adam Dinnes seconded. The motion carried unanimously.
- 3) **Approval of Minutes:** The July 14th, 2021 minutes were moved approved by Adam Dinnes. Bill Wilson seconded, and the motion carried unanimously.
- 4) **2022 ALS Budget (Action):** Bill Wilson moved to recommend the 2022 Budget, as approved by the Rock County Board, to the ALS Board, Adam Dinnes seconded, and the motion carried unanimously.
- 5) **Set Next Meeting date:** March 9th, 2022.

Bill Wilson made the motion to adjourn, and Adam Dinnes seconded. Motion carried unanimously. The meeting ended at 5:37 p.m.

Respectfully submitted,
Steven Platteter, Acting Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

2021 ALS Budget Actual with fund balance - final 2-28-22

Revenue		2019 Actual	2020 Request	2020 Actual	2021 Request	2021 Actual	2022 Request
42200	State Aid	467,820	467,820	467,820.00	467,820	467,820.00	540,857
44120	Misc Fees	6,103	6,103	6,103.25	3,052	2,841.34	3,438
45504	Intergovt-Other libraries	240,765	250,654	252,644.68	260,892	260,891.65	284,448
46000	Contributions	2,000	2,000	2,000.00	2,000	2,000.00	2,000
46400	Funds Forwarded from prior Yr.		86,050	23,269.46	60,000		40,000
	From LLS for delivery					15,990.00	
47000	Transfers in						
	Total Revenue*	716,688	812,627	751,837.39	793,763	749,542.99	870,743
	Total Fund Balance	271,212	292,361	269,091.54	209,092		
	Trust Accounts were terminated in 2015, associated funds were moved to the general fund balance.						
Expense							
61100	Regular Wages	179,480	182,860	180,626.00	183,982	182,876.39	189,492
61300	Per Diems	1,840	1,800	1,354.46	1,800	1,250.00	1,800
61400	FICA	13,821	13,989	13,513.00	14,075	13,681.03	14,496
61510	Retirement-Employers	10,556	11,977	10,515.00	12,051	10,552.72	10,514
61610	Heath Insurance	49,097	51,048	51,176.36	47,752	47,752.00	47,560
61620	Dental Insurance	1,556	1,556	1,556.16	1,373	1,556.16	1,334
61630	Life Insurance	114	180	120.30	180	131.76	180
62119	Other contracted services	159,720	258,933	221,038.00	237,515	195,953.21	269,076
62130	Audit Fees	1,500	2,000	2,000.00	2000	2,000.00	2,000
62210	Telephone	1,351	2,000	1,270.54	2000	1,325.26	2,000
62410	R&M-Vehicles	6,138	10,000	6,464.00	10,000	9,979.84	10,000
62420	R&M-Machinery&Equip.	0	100	0.00	100	0.00	100
63100	Office Supplies&Expenses	1,011	1,500	1,053.68	1,500	1,388.07	1,500
63101	Postage	230	1,000	190.20	1,000	181.57	1,000
63104	Printing & Duplication	3,503	5,000	4,560.23	5,000	3,832.85	6,000
63108	Public Information	2,556	5,000	911.30	5,000	1,433.79	5,000
63200	Publications/Subscriptions/Dues	1,060	1,500	1,277.88	1,200	891.69	1,300
63300	Travel	1,808	3,000	519.89	3,000	261.69	3,000
64200	Training Expense	1,990	4,000	3,069.15	4,000	3,048.47	4,000
64201	Convention Expense	2,939	4,000	499.58	4,000	3,062.43	4,000
64214	ILS Costs	193,007	185,684	185,692.16	191,735	188,727.11	197,891
64303	Extension Materials	3,785	4,000	3,753.32	4,000	3,807.72	4,000
64306	Resource Library	40,000	40,000	40,000.00	40,000	40,000.00	40,000
64307	Participating Libraries	1,025,967	1,113,408	1,113,408.15	1,162,844	1,162,844.49	1,238,125
64309	Intersystem Agreement	72,691	73,534	73,534.16	83,040	83,039.59	81,828
64904	Sundry Expense	308	1,000	50.60	1,000	361.38	1,000
64918	Advertising	0	300	0.00	300	0.00	300
65101	Insurance on Building	5,340	5,000	5,416.00	6,000	5,877.00	6,000
65321	Building/office Lease	14,000	14,000	14,000.04	14,000	14,000.04	14,000
67199	Misc. Equipment	668	3,000	2,564.00	1,000	49.99	35,000
	Total Expenses	1,796,037	2,001,369	1,940,134.16	2,041,447	1,979,866.25	2,192,496
	Expenses minus County funds	695,539	812,627	751,837.39	793,763	732,732.17	870,743
		21,149		0.00	0	16,810.82	0

2022 ALS ROCK COUNTY FUNDING REQUEST

2021 Municipal Appropriation		2020		2020 %		Participating Library Payment			
Libraries		Total Circulation	Township Circulation	Town. use			% of total	% cost of Township Circ	
Beloit	\$ 1,780,877.00	152,617	35,427	23.21%	\$ 413,395.16	33.39%		81.84%	2021
Clinton	\$ 108,564.00	18,798	9,188	48.88%	\$ 53,063.41	4.29%		77.88%	\$ 378,835.72
Edgerton	\$ 289,102.00	60,414	16,008	26.50%	\$ 76,603.85	6.19%		77.50%	\$ 49,660.38
Evansville	\$ 292,671.00	33,553	7,753	23.11%	\$ 67,626.69	5.46%		77.94%	\$ 82,247.48
Janesville	\$ 3,546,742.00	409,778	56,294	13.74%	\$ 487,240.15	39.35%		91.45%	\$ 62,371.76
Milton	\$ 296,081.00	56,310	19,745	35.06%	\$ 103,820.27	8.39%		74.94%	\$ 465,221.02
Orfordville	\$ 81,058.00	19,223	8,206	42.69%	\$ 36,375.45	2.94%		70.00%	\$ 94,175.36

TOTAL	\$ 6,395,095.00	750,693	152,621	20%	1,238,124.98			83.53%	\$ 30,332.77
*PLP is Participating Library Payment									
**** 70% rule applies									

[illegible]

County	Library	Operating Expenditures	2020 Circulation	2020 cost/Circ	Rural Rock Circ	Cost of Rural Circ	70% Reimbursement
Dane	Dane County Library Service	\$ 380,115.00	21,138	\$ 17.98	35	\$ 629.39	\$ 440.57
	Cambridge						
	DeForest						
	Fitchburg	\$ 1,824,164.00	159,477	\$ 11.43	25	\$ 285.96	\$ 200.17
	Madison	\$ 18,518,191.00	1,289,737	\$ 14.35	116	\$ 1,665.54	\$ 1,165.88
	MacFarland	\$ 891,994.00	88,642	\$ 10.06	3	\$ 30.19	\$ 21.13
	Mazomanie						
	Middleton						
	Mount Horeb						
	Oregon	\$ 879,754.00	107,034	\$ 8.21	632	\$ 5,194.65	\$ 3,636.26
	Stoughton	\$ 863,902.00	93,556	\$ 9.23	2,114	\$ 19,520.81	\$ 13,664.57
	Sun Prairie	\$ 2,075,083.00	283,336	\$ 7.32	4	\$ 29.30	\$ 20.51
	Verona	\$ 1,990,848.00	339,924	\$ 5.85	449	\$ 2,629.68	\$ 1,840.77
	Waunakee						
							\$ 20,989.86
Green							
	Brodhead	\$ 285,968.00	26,350	\$ 10.85	2,684	\$ 29,128.58	\$ 20,390.01
	Albany	\$ 89,909.00	18,000	\$ 4.99	158	\$ 789.20	\$ 552.44
	Monroe	\$ 1,091,521.00	85,701	\$ 12.73	194	\$ 2,470.86	\$ 1,729.60
	New Glarus	\$ -	0	\$ -	0	\$ -	\$ -
							Minus Brodhead \$ 22,672.05 \$ 2,282.04
Jefferson							\$ 2,282.04
	Whitewater	\$ 790,730.00	64,442	\$ 12.27	3,047	\$ 37,387.95	\$ 26,171.57
	Jefferson	\$ 544,777.00	86,172	\$ 6.32	0	\$ -	\$ -
	Fort Atkinson	\$ 873,959.00	126,480	\$ 6.90	723	\$ 4,988.70	\$ 3,492.09
	Palmyra	\$ 128,076.00	17,134	\$ 7.47	36	\$ 269.10	\$ 188.37
							Minus Whitewater \$ 29,852.02 \$ 3,680.46
Walworth						Walworth County	\$ 8,314.00
						Rock County Total	\$ 81,827.94

ARROWHEAD LIBRARY SYSTEM

Board Meeting

Via:

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or to join by phone, dial:

[+1 \(872\) 240-3311](tel:+18722403311) Access Code: 710-683-725

March 9, 2022

6:00 pm

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes
4. Approval of Expenditures
5. Citizen Participation, Communication and Announcements
 - a. Unfinished Business
 - b. Shared System – SHARE Update
 - c. 2021/22 Budget
 - d. Public Library System Redesign Project
 - d. Librarians’ Report – Sarah Strunz
 - e. ALS Covid-19 Update – Continue virtual meetings?
 - f. Merger exploration update
6. New Business
 - a. Approval of the 2021 ALS Annual report
 - b. ARPA update
 - c. 2022 ALS Board meeting dates

8. Communications

9. Adjourn

There may be a quorum of the Joint Merger Exploration Committee present, but no business will be conducted on behalf of the Committee.

The undersigned, as the designee of the presiding officer of the above governmental body, certify that I emailed a copy of this document to the Rock County Courthouse, Administration office for posting on the Rock County website@ www.co.rock.wi.us on 3/3/2022.

Anita Schultz – Arrowhead Library System

ARROWHEAD LIBRARY SYSTEM BOARD MEETING

Remote via GoToMeeting

February 9, 2022

ALS Board President Adam Dinnes called the meeting to order at 6:01 p.m.

Present were Bill Wilson, Annette Smith, Sherry Blakeley, Stephanie Aegerter, Eloise Eager, Sarah Strunz, Charles Teval and Steven Platteter. Also present was Clinton PL Director Joseph Langer.

The Agenda was moved approved by Eloise Eager. Bill Wilson seconded, and the motion carried unanimously.

The January 2022 minutes were moved approved by Sherry Blakeley. Bill Wilson seconded, and the motion carried unanimously.

Expenditures were approved on a motion by Annette Smith with Adam Dinnes seconding. The motion carried unanimously.

Citizen participation, communication, or announcements:

Unfinished Business

a. Shared System –SHARE Update:

b. 2021/22 Budget: Platteter discussed how the February Board meeting is where ALS spends most of its yearly budget.

c. Public Library System Redesign Project:

d. Librarians' Report:

e. ALS Covid-19: The Board will continue to meet virtually on a month-to-month basis.

f. Merger exploration update: Committee members Adam Dinnes and Bill Wilson discussed the 2nd meeting of the Joint Merger Exploration Committee which was held February 7th virtually.

New Business

a. 2021 Annual Report: Platteter reported that the library system reports will be due at the end of March, rather than the 1st of March.

b. Election of Officers: Eloise Eager was nominated for President and Annette Smith for Vice President by Adam Dinnes, seconded by Sherry Blakeley. The motion carried unanimously. The terms will start at the April meeting.

c. May 2022 ALS Board Meeting: The May 2022 meeting was moved to May 4th due to a conflict with the spring WAPL conference.

Communications:

Eloise Eager moved to adjourn. Stephanie Aegerter seconded, and the motion carried unanimously. The meeting ended at 6:50 p.m.

Respectfully submitted,
Steven Platteter, Acting Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Rock County - Production

Budget to Actual Figures

Fiscal Year: 2022

As of: 03/01/2022

Budget: RV

Org Key Title
515000000 Arrowhead Library System

Object	Description	Budget	Actual	Encumbrance	Balance
REVENUE					
42200	State Aid	540,857.00	405,643.00	0.00	(135,214.00)
44120	Miscellaneous Fees	3,438.00	3,434.75	0.00	(3.25)
45504	Intergov-Other Libraries	284,448.00	256,180.04	0.00	(28,267.96)
46000	Contributions	2,000.00	2,000.00	0.00	0.00
46400	Fund Balance	40,000.00	0.00	0.00	(40,000.00)
Total Revenue		870,743.00	667,257.79	0.00	(\$203,485.21)
EXPENSE					
61100	Regular Wages	189,492.00	18,092.28	0.00	171,399.72
61300	Per Diems	1,800.00	200.00	0.00	1,600.00
61400	FICA	14,496.00	1,348.39	0.00	13,147.61
61510	Retirement	10,514.00	972.20	0.00	9,541.80
61610	Health Insurance Premium	47,560.00	0.00	0.00	47,560.00
61620	Dental Insurance	1,334.00	499.20	0.00	834.80
61630	Life Insurance	180.00	35.49	0.00	144.51
62119	Other Contracted Services	269,076.00	163,833.99	0.00	105,242.01
62130	Audit Fees	2,000.00	0.00	0.00	2,000.00
62210	Telephone	2,000.00	144.27	0.00	1,855.73
62410	Repair & Maintenance-Vehicles	10,000.00	434.37	0.00	9,565.63
62420	Machinery/Equip R & M	100.00	0.00	0.00	100.00
63100	Office Supplies & Misc Expense	1,500.00	115.58	0.00	1,384.42
63101	Postage	1,000.00	46.56	0.00	953.44
63104	Printing & Duplicating	6,000.00	286.97	0.00	5,713.03
63108	Public Information	5,000.00	0.00	0.00	5,000.00
63200	Publications/Subscriptions/Due	1,300.00	243.00	0.00	1,057.00
63300	Travel	3,000.00	0.00	0.00	3,000.00
64200	Training Expense	4,000.00	230.00	0.00	3,770.00
64201	Convention Expense	4,000.00	50.00	0.00	3,950.00
64214	ILS Costs	197,891.00	189,649.79	0.00	8,241.21
64303	Extension Materials	4,000.00	323.20	0.00	3,676.80
64306	Resource Libraries	40,000.00	40,000.00	0.00	0.00
64307	Participating Libraries	1,238,125.00	1,238,124.98	0.00	0.02
64309	Intersystem Agreement	81,828.00	73,513.94	0.00	8,314.06
64904	Sundry Expense	1,000.00	0.00	0.00	1,000.00
64918	Marketing & Promotion	300.00	0.00	0.00	300.00
65101	Insurance on Buildings	6,000.00	5,962.00	0.00	38.00
65321	Building Lease	14,000.00	4,666.68	0.00	9,333.32
67199	Miscellaneous Equipment	35,000.00	0.00	0.00	35,000.00
Total Expense		2,192,496.00	1,738,772.89	0.00	453,723.11
County Share (Revenue - Expense)		(1,321,753.00)	(1,071,515.10)	0.00	(250,237.90)
<hr/>					
Grand Total Revenue		870,743.00	667,257.79	0.00	(203,485.21)

Rock County - Production

Budget to Actual Figures

Fiscal Year: 2022

As of: 03/01/2022

Budget: RV

Org Key Title
5150000000 Arrowhead Library System

Object	Description	Budget	Actual	Encumbrance	Balance
	Grand Total Expense	2,192,496.00	1,738,772.89	0.00	453,723.11
	Grand Totals County Share	(1,321,753.00)	(1,071,515.10)	0.00	(250,237.90)

Account Number	Account Name	Inv Date	Vendor Name	Inv/Enc Amt	
51-5000-0000-62119	Other Services	01/24/2022	LAKESHORES LIBRARY SYSTEM	16,523.16	
		01/31/2022	WILS	992.74	
		01/31/2022	KOENE COURIER SERVICE LLC	2,885.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	269,076.00	143,433.09	0.00	20,400.90	105,242.01
51-5000-0000-62410	R&M-Vehicles	01/03/2022	BURTNESS CHEVROLET INC	434.37	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	10,000.00	0.00	0.00	434.37	9,565.63
51-5000-0000-63101	Postage	02/02/2022	ARROWHEAD LIBRARY PETTY CASH	22.48	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	24.08	0.00	22.48	953.44
51-5000-0000-64200	Training	02/15/2022	WISCONSIN VALLEY LIBRARY SERVI	230.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	4,000.00	0.00	0.00	230.00	3,770.00
51-5000-0000-64214	ILS Costs	02/22/2022	BELOIT PUBLIC LIBRARY	733.56	
		02/22/2022	EDGERTON PUBLIC LIBRARY	8.18	
		02/22/2022	HEDBERG PUBLIC LIBRARY	199.93	
		01/24/2022	LAKESHORES LIBRARY SYSTEM	159,277.12	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	197,891.00	29,431.00	0.00	160,218.79	8,241.21
51-5000-0000-64306	Resource Libr	02/15/2022	HEDBERG PUBLIC LIBRARY	40,000.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	40,000.00	0.00	0.00	40,000.00	0.00
51-5000-0000-65321	Building Lease	04/01/2022	CITY OF MILTON	1,166.67	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,000.00	3,500.01	0.00	1,166.67	9,333.32
Arrowhead Library System PROG TOTAL				222,473.21	

Account Number	Account Name	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$222,473.21**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date:

Dept Head _____

Committee Chair _____

Account Number	Account Name	Inv Date	Vendor Name	Inv/Enc Amt
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REPORT COMPLETE!

For Job Numbers: 2297586



Wisconsin Department of Public Instruction
**2021 PUBLIC LIBRARY SYSTEM
 ANNUAL REPORT**
 PI-2404-A (Rev. 2-21)

INSTRUCTIONS: Complete and return a signed, scanned copy of the original board-approved system annual report by **MARCH 1, 2022**, to:
 LibraryReport@dpi.wi.gov

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

I. GENERAL INFORMATION					
1. System Name Arrowhead Library System		2. System Director Name Steven T. Platteter		3. Certification Grade Grade 1	4. Date Certification Expires 2022-06-30
5. Street Address 430 E. High St., Suite 200			6. Phone Area/No. (608) 868-2872	7. Fax Number Area/No. (608) 868-2875	
8. Mailing Address PO Box	9. System Website URL als.lib.wi.us		10. Director System Email Address platteter.steve@als.lib.wi.us		
11. City / Village / Town Milton		12. County Rock		13. ZIP Code 53563-1579	
14. Number of Public Libraries Participating in the System 7	15. Does System Operate a Books-by-Mail Program No	16. Number of Bookmobiles Owned 0	17. Estimated System Area Public Library Registered Borrowers 126,259	18. DUNS Number 078376758	

II. SYSTEM COLLECTION					
	No. Owned / Leased	Number Added		No. Owned / Leased	No. Owned / Leased
1. Books in Print	2,064	135	4. Electronic Collections <i>Number available to members</i>	7	7. Licensed Electronic Video Materials <i>Units (copies) available to members</i> 575
2. Audio Materials	0	0	5. Licensed E-books <i>Units (copies) available to members</i>	167,913	8. Subscriptions <i>Exclude those in electronic format</i> 4
3. Video Materials	25	0	6. Licensed Electronic Audio Materials <i>Units (copies) available to members</i>	64,827	

III. SYSTEM SERVICES			
Circulation Transactions <i>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.</i>		1. Total Circulation 0	2. Interlibrary Loans <i>System interlibrary loan transactions</i> a. Items Loaned 4 b. Items Received 0
3. System Electronic Resources Use <i>Number of uses of system licensed electronic resources</i>			
a. E-book 81,554	b. E-audio 94,132	c. E-video 4,530	d. Electronic Collection Retrievals 5,591

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 Code	Email Address
1. President Adam	Dinnes	1438 Lafayette St.	Janesville	53546	adamdinnes@gmail.com
2. Annette	Smith	1044 Sunset Drive	Milton	53563	arsmith14@gmail.com
3. William	Wilson	417 E. High Street	Milton	53563	william.wilson@co.rock.wi.us
4. Eloise	Eager	43 N Second St	Evansville	53536	eloiseeager@charter.net
5. Stephanie	Aegerter	526 Laurel Ave.	Janesville	53548	stephanie.Aegerter@co.rock.wi.us
6. Jose	Carrillo	125 Winesap Dr.	Janesville	53548	jojolatino@aol.com
7. Sherry	Blakeley	745 Milwaukee Rd #2	Beloit	53511	blakeleys@beloitwi.gov
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23.					

V. PUBLIC LIBRARY SYSTEM INCOME						
1. County Government						
a. System Member County Appropriations Received by Library System				b. Other County Payments Received		
County Name	Amount	County Name	Amount	County Name	Amount	
Rock	\$1,247,684			Walworth	\$21,966	
Subtotal 1a			\$1,247,684	Subtotal 1b		
				\$21,966		
2. State Aid to Public Library Systems					\$467,820	
3. Other State Funded Programs <i>List individually. Attach listing if necessary.</i>						
a.						
b.						
c.						
Subtotal 3						
4. Federal Aid <i>Program name and project number. List each program individually. Attach listing if necessary.</i>						
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. <i>List names individually. Attach listing if necessary.</i>						
a. Rock County Sheriff's Department		\$2,000	f.			
b. Affiliate members (Delivery)		\$2,841	g.			
c. Member Library Automation		\$260,892	h.			
d. LLS for SHARE Delivery		\$15,990	i.			
e.			j.			
Subtotal 5					\$281,723	
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
\$269,167	\$0	\$0	\$0	\$0	\$0	\$269,167
7. Total Income Add 1 through 6						\$2,288,360

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	\$182,876	\$0	\$0	\$182,876
2. Employee Benefits	\$73,674	\$0	\$0	\$73,674
3. System Collection Expenditures				
a. Printed Material	\$1,966	\$0	\$2,000	
b. Electronic Material	\$60,908	\$0	\$106,011	
c. Audiovisual Material	\$0	\$0	\$0	
d. All Other Material	\$0	\$0	\$0	
Subtotal Collection Expenditures	\$62,874	\$0	\$108,011	\$170,885
4. System Contract Expenditures <i>Attach a brief description of contracts; i.e., recipient, amount, and purpose.</i>	\$61,190	\$0	\$182,029	\$243,219
5. System Payments to Member Libraries <i>Attach lists of individual payments.</i>	\$2,444	\$0	\$1,162,844	\$1,165,288
6. All Other Operating Expenditures	\$72,211	\$0	\$71,713	\$143,924
7. Total Operating Expenditures	\$455,269	\$0	\$1,524,597	\$1,979,866
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 report 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	\$1,245,883	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 your system's compliance with each of the system requirements.

Wis. Stat. § 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 Wis. Stat. § 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

- ☒ **Wis. Stat. § 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.**

- | | |
|---|---|
| <input checked="" type="checkbox"/> Reimbursed member libraries for ILL | <input checked="" type="checkbox"/> Maintained a shared database of member library bibliographic records and holdings |
| <input checked="" type="checkbox"/> Maintained ILL Clearinghouse | <input checked="" type="checkbox"/> Utilized WISCAT to promote interlibrary loan |
| <input type="checkbox"/> Contracted for ILL Clearinghouse | <input checked="" type="checkbox"/> Maintained a system interlibrary loan plan |

Inservice Training

- ☒ **Wis. Stat. § 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.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Conducted workshops for member library staff and trustees | <input checked="" type="checkbox"/> Provided scholarships and grants for member library staffs |
| <input checked="" type="checkbox"/> Maintained a calendar of CE events | <input checked="" type="checkbox"/> Maintained a professional collection for system and member library staffs. |

- ☒ **Wis. Stat. § 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.

- | | | |
|--|---|--|
| <input checked="" type="checkbox"/> Public library administration and governance | <input checked="" type="checkbox"/> Technical services | <input checked="" type="checkbox"/> Legal issues |
| <input checked="" type="checkbox"/> Adult services | <input checked="" type="checkbox"/> Interlibrary loan and resource sharing | <input checked="" type="checkbox"/> Public relations |
| <input checked="" type="checkbox"/> Youth services | <input checked="" type="checkbox"/> Staff development (certification, CE, etc.) | <input checked="" type="checkbox"/> Reference and information services |
| <input checked="" type="checkbox"/> Library automation | <input checked="" type="checkbox"/> Planning and evaluation, standards | <input checked="" type="checkbox"/> Inclusive services |
| <input type="checkbox"/> Building and remodeling | <input checked="" type="checkbox"/> Collection development | |

Delivery and Communication

- ☒ **Wis. Stat. § 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.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Had regular courier or van delivery service | <input checked="" type="checkbox"/> Used fax for document delivery/communication |
| <input type="checkbox"/> Provided an 800 number, phone credit card, or accepted collect calls | <input type="checkbox"/> Used mail as primary delivery system |
| ILL transactions sent by: | |
| <input checked="" type="checkbox"/> Email | <input type="checkbox"/> OCLC |
| <input checked="" type="checkbox"/> Regional automated system | <input checked="" type="checkbox"/> WISCAT |
| | <input checked="" type="checkbox"/> Published a newsletter |

Service Agreements

- ☒ **Wis. Stat. § 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.

- | | | |
|---|---|--|
| <input checked="" type="checkbox"/> Reciprocal borrowing between systems | <input checked="" type="checkbox"/> Delivery | <input type="checkbox"/> Audiovisual services |
| <input checked="" type="checkbox"/> Cash payments in cross-system lending | <input checked="" type="checkbox"/> Newsletter exchange | <input checked="" type="checkbox"/> Cooperative purchasing |
| <input checked="" type="checkbox"/> Continuing education | <input checked="" type="checkbox"/> Cooperative planning/information exchange | |

Inclusive Services

- ☒ **Wis. Stat. § 43.24(2)(k) Promotion and facilitation of library service to users with special needs.**

The Division for Libraries and Technology 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 inclusive services initiatives carried out by your system 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. Starting in 2018 ALS provided a \$1000 match to the funds already provided by the Rock County Sheriff's Department. The additional funds are often used to purchase Alcoholics and Narcotics Anonymous materials for inmates. 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. This service was limited in both 2020 and 2022 due to COVID-19 lockdowns at the facilities. 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 hearing loop systems. Both hearing 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.)

Inclusive Services (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 inclusive library service efforts.

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 inclusive services continuing education programs in the report year, identify the topic(s) and speaker(s).

Other Types of Libraries

- ☒ **Wis. Stat. § 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 system services provided to other types of libraries in the report year.

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> Consultation | <input type="checkbox"/> Union list of serials | <input type="checkbox"/> Back-up reference services |
| <input checked="" type="checkbox"/> Continuing education / workshops | <input checked="" type="checkbox"/> Directory of libraries | <input checked="" type="checkbox"/> Newsletter |
| <input checked="" type="checkbox"/> ILL (Direct) | <input checked="" type="checkbox"/> Delivery services | <input type="checkbox"/> Technical services |

Library Technology and Resource Sharing Plan

- ☒ **Wis. Stat. § 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

- ☒ **Wis. Stat. § 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. This position provides service to all seven ALS member libraries and also included website design for five of the member libraries. In late 2020, ALS began talks with Lakeshores LS in regards to a collaborative PR/Marketing service with a signed agreement in March 2021.

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.

2021 marks the third 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 features approximately 1,875,245 items and provides improved functionality, for both patrons and library staff, over Arrowhead's previous ILS, RockCat. Joining SHARE also opened other collaborative possibilities, ILS support and Network/IT support agreements with the Lakeshores Library System (LLS) facilitates ILS and technology support and enables IT cooperative purchasing. Currently both ALS and LLS are on the same Wide Area Network (WAN) which is administered by LLS. Also, in 2021 Arrowhead and Lakeshores continued to collaborate with a RFID project. To facilitate SHARE delivery, the two systems are also sharing the cost of the delivery run between the ALS delivery hub in Milton to the LLS hub in Racine. In late 2020, the two systems began talks on a collaborative PR/Marketing Service which resulted in a signed agreement in March of 2021. Finally in 2021, ALS began what may become its greatest collaboration, by entering a merger exploration with LLS. The Arrowhead Library System is part of the WPLC E-Content 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 \$1,274,220 worth of new content in 2021. In regard to Continuing Education, Arrowhead LS had three collaborations. First ALS continued its contractual collaboration with the South Central Library System (SCLS). This was the last year of this contract as SCLS is no longer be able to offer its customized crisis prevention programing which was enabled by the contract. Second ALS continued its membership in the SEWI CE consortium. Finally, The Arrowhead LS remained a cosponsor for the Wild Wisconsin Winter Conference and Trustee Training Week. These collaborations make available to ALS member library directors and staff a wealth of CE opportunities. These opportunities include face to face programs and webinars.

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 Lakeshores Library System	60,000
3. RFID project with Lakeshores Library System	20,000
4. SHARE Delivery with LLS	15,990
5. WPLC/Econtent Buying Pool	1,244,460
6. Continuing Ed agreement with South Central Library System	1,000
7. SEWI CE Consortium	11,862
8. Wild Winter Web Conference/Trustee Week	4,500
9.	
10.	
Cost Benefit Total	1,407,812

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	21,621	0	0	21,621
2. SHARE ILS & Support	0	0	151,871	151,871
3. Resource Contract (minus Overdrive)	35,000	0	0	35,000
4.	0	0	0	0
5. Electronic Resources	60,908		106,011	166,919
Subprogram Total	117,529	0	257,882	375,411
Continuing Education and Consulting Service See note				
1. Continuing Education	18,562	0	0	18,562
2. Consulting Services	15,514	0	0	15,514
Subprogram Total	34,076	0	0	34,076
Delivery	77,317	0	18,831	96,148
Inclusive Services	17,322	0	2,000	19,322
Library Collection Development	15,672	0	0	15,672
Direct Payment to Members for Nonresident Access	15,514	0	1,162,844	1,178,358
Direct Nonresident Access Payments Across System Borders	15,514	0	83,040	98,554
Library Services to Youth	27,114	0	0	27,114
Public Information	93,884	0	0	93,884
Administration	41,327	0	0	41,327
Other System Programs				
1.				
2.				
3.				
4.				
Grand Totals	455,269	0	1,524,597	1,979,866
Estimated Expenditures for Technology-Related Services Provided by the System	82,529	0	257,882	340,411

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	<input checked="" type="checkbox"/>	\$65,923	40.00
		Shared System Administrator	<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		

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	\$49,243	40.00			
Office & ILL Manager	\$40,688	36.00			
Driver	\$9,813	15.00			
Driver	\$8,937	12.00			
Driver	\$8,271	12.00			

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

i. Master's Degree from an ALA Accredited Program FTE

1.00

ii. Other Persons Holding the Title of Librarian FTE

0.00

Subtotal

1.00

b. All Other Paid Staff FTE *incl. maintenance, plant operation, and security*

2.88

c. Total Library Staff Full Time Equivalents *Add Subtotal 2a and 2b*

3.88

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.

- ☒ The public library members are established under the provisions of Chapter 43 of the Wisconsin Statutes. [Wis. Stat. § 43.15(4)(c)1]
- ☒ The public library members are authorized by the municipal governing board to participate in the public library system. [Wis. Stat. § 43.15(4)(c)3]
- ☒ 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. [Wis. Stat. § 43.15(4)(c)4]
- ☒ 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. [Wis. Stat. § 43.15(4)(c)6 and Administrative Code Rules PI 6.03]
- ☒ All counties participating in the system have entered into written agreements with the system as required under [Wis. Stat. § 43.15(4)(b)3]
- ☒ All counties participating in the system have adopted and maintained the plan of library service submitted and approved under Wis. Stat. § 43.11(3) and Wis. Stat. § 43.13(1). [Wis. Stat. § 43.15(4)(b)1]. **On the attached membership listing, indicate the year of the last plan revision.**
- ☒ 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. [Wis. Stat. § 43.15(4)(c)7]
- ☒ Each public library member, beginning in 2008, annually spends at least \$2,500 on library materials. [Wis. Stat. § 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.

- ☒ Library system board is constituted and operated in compliance with Wis. Stat. § 43.17(1) and (2) and Wis. Stat. § 43.19(1)(a) and (b).
- ☒ Library system board has appointed a head librarian who is responsible for administration of the public library system. [Wis. Stat. § 43.17(4)]
- ☒ Library system is organized and operated in compliance with Wis. Stat. § 43.15 Standards for public library systems.

Wis. Stat. § 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.

- ☒ (a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)(4), with all member libraries.
- ☒ (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.
- ☒ (d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.
- ☒ (e) Inservice training for participating public library personnel and trustees.
- ☒ (fm) Electronic delivery of information and physical delivery of library materials to participating libraries.
- ☒ (g) Service agreements with all adjacent library systems.
- ☒ (h) Professional consultant services to participating public libraries.
- ☒ (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.
- ☒ (k) Promotion and facilitation of library service to users with special needs.
- ☒ (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.
- ☒ (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.
- ☒ (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 Steven T. Platteter	Date Signed
Signature of Public Library System Board President ➤	Name of Public Library System Board President Adam Dinnes	Date Signed

COMMENTS

1. Books in Print (end of year total)

Equal number of items weeded as added.--2022-02-17

3. Video Materials

No additions or deletions.--2022-02-17

1. Total Annual Circulation

The Arrowhead Library System book collection is mainly large print materials for nursing home outreach. While no items "circulated" in 2021, 875 items were loaned out, in bulk collections, to Rock County nursing homes. COVID lock downs at local nursing homes, during 2020 and 2021, has caused reduction of items being sent to those nursing homes.--2022-02-17

2a. Items Loaned (provided to)

Apart from its book and video collections, ALS loaned 78 stand-ups, 1 huge stuffed bear and 18 makerspace items to member libraries. ALS also handled 1526 clearinghouse requests; 1486 from member libraries, 1 from an affiliate member and 39 from non-ALS members.--2022-02-17

Name

ALS and LLS split the cost of the SHARE delivery run between Milton and Racine PL, ALS is the fiscal agent.--2022-02-17

System Collection - Print: System State Aid

Subscriptions, nursing home outreach, jail outreach.--2022-02-17

System Collection - Print: All Other

Funds from the Rock County Sheriff's Department for jail books.--2022-02-17

System Collection - Electronic: System State Aid

\$5,000 from Resource Contract to cover ALS Overdrive Advantage account. \$25,000 toward HOOPLA content. Also includes subscriptions to Gale Courses, LinkedIn Learning, CreativeBug and Transparent Languages.--2022-02-17

System Collection - Electronic: All Other

\$7,093.20 - ALS member libraries' contribution to BrainFuse. \$29,762 - ALS member libraries' contribution to Digital Buying pool. \$69,156.65 - ALS member libraries contribution for HOOPLA content, ALS provides an additional \$25,000.--2022-02-17

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. \$15,990 ALS share of Koene Courier Services - delivery run from ALS sorting hub to LLS sorting hub in Racine PL. \$200 to LLS for web hosting.--2022-02-17

System Contracts: All Other

Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County \$32,331, Green County \$25,458, Dane County \$20,074 and Walworth County \$5,176. \$83,000 to LLS for SHARE/IT support agreement from member libraries automation fees. \$15,990 from LLS for their share Koene Courier Service's delivery run from ALS sorting hub to Racine PL sorting hub.--2022-02-17

System Payments to Libraries: All Other

Rock County Payment to ALS member libraries for reimbursable township circulation.--2022-02-17

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.--2022-02-17

Program 3 System Aid

Resource Contract with Hedberg Public Library, \$40,000 minus \$5,000 reported in Electronic Resources: \$35,000.--2022-02-18

Program 5 System Aid

\$5,000 from Resource Library Contract with Hedberg Public Library for ALS Overdrive advantage program. \$25000 ALS contribution toward Hoopla content. Also includes subscriptions to Gale Courses, LinkedIn Learning, CreativeBug and Transparent Languages.--2022-02-18

Program 5 Other Income

\$29,761- ALS member libraries' contribution to Digital Buying pool. \$69,157 - ALS member libraries contribution for HOOPLA content, member libraries may have separately added additional Hoopla content through direct invoicing from Midwest Tape. \$7,093 - BrainFuse.--2022-02-18

Delivery Other Income

\$2,841 from affiliate members for delivery service. \$15,990 from LLS for SHARE delivery run by Koene Courier Services.--2022-02-18

Inclusive Services Other Income

The Rock County Sheriff's department provides \$2000 for books for the Rock County Jail.--2022-02-18

Direct Payment to Members for Nonresident Access Other Income

Beloit \$378,836. Clinton \$49,660. Edgerton \$82,247. Evansville \$62,372. Janesville \$465,221. Milton \$94,175. Orfordville \$30,333.--2022-02-18

Direct Nonresident Access Payments Across System Borders Other Income

Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County \$32,331, Green County \$25,458, Dane County \$20,074 and Walworth County \$5,176.--2022-02-18

2021 Public Library System Annual Report Addenda

Section VIII. Library System Evaluation and Certification of Compliance

System

Arrowhead Library System

Resource Library Agreement

Other agreements

Besides its Resource Library Agreement with Hedberg Public Library, Arrowhead has an agreement with the Beloit Public Library for Youth Services consulting.

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 increased considerably. While the COVID-19 Pandemic continues to negatively effect volume, circulation numbers have been rebounding over 2020.

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, Milton Schools, Parkview Schools and the WI Center for the Blind and Visually Impaired. ALS pays for state-wide delivery service. 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 at Racine PL. The Arrowhead Newsletter, now "The Monthly Memo", is highly regarded, both locally and statewide. Beside the newsletter, the ALS public information coordinator also newspaper and shopper news releases about programs in the member libraries, brochures, flyers, newsletters, and other promotional materials.

Service Agreements

Other service agreements

Collaborative PR/Marketing Service with Lakeshores Library System (LLS)

Comments

Collaborative PR/Marketing Service with Lakeshores Library System (LLS)

Inclusive Services

Summary of significant specific services or inclusive services initiatives

The system receives \$2000 from the Rock County Sheriff's department to purchase paperback books for the Rock County Jail. Starting in 2018 ALS provided a \$1000 match to the funds already provided by the Rock County Sheriff's Department. The additional funds are often used to purchase Alcoholics and Narcotics Anonymous materials for inmates. 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. This service was limited in both 2020 and 2022 due to COVID-19 lockdowns at the facilities. 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 hearing loop systems. Both hearing 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 inclusive services *Topics and speakers*

Comments

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. This position provides service to all seven ALS member libraries and also included website design for five of the member libraries. In late 2020, ALS began talks with Lakeshores LS in regards to a collaborative PR/Marketing service with a signed agreement in March 2021.

¹, Equal number of items weeded as added. (0-2022-02-17)

², No additions or deletions. (0-2022-02-17)

³, The Arrowhead Library System book collection is mainly large print materials for nursing home outreach. While no items "circulated" in 2021, 875 items were loaned out, in bulk collections, to Rock County nursing homes. COVID lock downs at local nursing homes, during 2020 and 2021, has caused reduction of items being sent to those nursing homes. (0-2022-02-17)

⁴, Apart from its book and video collections, ALS loaned 78 stand-ups, 1 huge stuffed bear and 18 makerspace items to member libraries. ALS also handled 1526 clearinghouse requests; 1486 from member libraries, 1 from an affiliate member and 39 from non-ALS members. (0-2022-02-17)

⁵, ALS and LLS split the cost of the SHARE delivery run between Milton and Racine PL, ALS is the fiscal agent. (0-2022-02-17)

⁶, Subscriptions, nursing home outreach, jail outreach. (0-2022-02-17)

⁷, Funds from the Rock County Sheriff's Department for jail books. (0-2022-02-17)

⁸, \$5,000 from Resource Contract to cover ALS Overdrive Advantage account. \$25,000 toward HOOPLA content. Also includes subscriptions to Gale Courses, LinkedIn Learning, CreativeBug and Transparent Languages. (0-2022-02-17)

⁹, \$7,093.20 -ALS member libraries' contribution to BrainFuse. \$29,762 - ALS member libraries' contribution to Digital Buying pool. \$69,156.65 - ALS member libraries contribution for HOOPLA content, ALS provides an additional \$25,000. (0-2022-02-17)

¹⁰, 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. \$15,990 ALS share of Koene Courier Services - delivery run from ALS sorting hub to LLS sorting hub in Racine PL. \$200 to LLS for web hosting. (0-2022-02-17)

¹¹, Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County \$32,331, Green County \$25,458, Dane County \$20,074 and Walworth County \$5,176. \$83,000 to LLS for SHARE/IT support agreement from member libraries automation fees. \$15,990 from LLS for their share Koene Courier Service's delivery run from ALS sorting hub to Racine PL sorting hub. (0-2022-02-17)

¹², Rock County Payment to ALS member libraries for reimbursable township circulation. (0-2022-02-17)

¹³, Funds from affiliate members for delivery related expenditures. Funds from non-collection/contract automation expenditures and Rock County funds for ALS Board per diems. (0-2022-02-17)

¹⁴, Resource Contract with Hedberg Public Library, \$40,000 minus \$5,000 reported in Electronic Resources: \$35,000. (0-2022-02-18)

¹⁵, \$5,000 from Resource Library Contract with Hedberg Public Library for ALS Overdrive advantage program. \$25000 ALS contribution toward Hoopla content. Also includes subscriptions to Gale Courses, Linkedin Learning, CreativeBug and Transparent Languages. (0-2022-02-18)

¹⁶, \$29,761- ALS member libraries' contribution to Digital Buying pool. \$69,157 - ALS member libraries contribution for HOOPLA content, member libraries may have separately added additional Hoopla content through direct invoicing from Midwest Tape. \$7,093 - BrainFuse. (0-2022-02-18)

¹⁷, \$2,841 from affiliate members for delivery service. \$15,990 from LLS for SHARE delivery run by Koene Courier Services. (0-2022-02-18)

¹⁸, The Rock County Sheriffs department provides \$2000 for books for the Rock County Jail. (0-2022-02-18)

¹⁹, Beloit \$378,836. Clinton \$49,660. Edgerton \$82,247. Evansville \$62,372. Janesville \$465,221. Milton \$94,175. Orfordville \$30,333. (0-2022-02-18)

²⁰, Intersystem agreement payments from Rock County to adjacent counties for nonresident use: Jefferson County \$32,331, Green County \$25,458, Dane County \$20,074 and Walworth County \$5,176. (0-2022-02-18)

ARROWHEAD LIBRARY SYSTEM
2022 Board Meeting Dates &
Dates Vouchers are due at Courthouse

Vouchers Due @ Courthouse by Noon	Location	Board Meeting Date
Tuesday, December 28	ALS or Remote	Wednesday, January 12
Tuesday, January 25	ALS or Remote	Wednesday, February 9
Tuesday, February 22	ALS or Remote	Wednesday, March 9
Tuesday, March 29	BPL or Remote	Wednesday, April 13
Tuesday, April 19	CPL or Remote	Wednesday, May 4
Tuesday, May 24	EPL or Remote	Wednesday, June 8
Tuesday, June 28	EFPL or Remote	Wednesday, July 13
Tuesday, July 26	HPL or Remote	Wednesday, August 10
Tuesday, August 30	MPL or Remote	Wednesday, September 14
Tuesday, September 27	OPL or Remote	Wednesday, October 12
Tuesday, October 25	ALS or Remote	Wednesday, November 9
Tuesday, November 29	ALS or Remote	Wednesday, December 14