

ARROWHEAD LIBRARY SYSTEM

Board Meeting

In Person: [ALS/Milton Public Library](#) - 430 E High Street, Milton

Or

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

or to join by phone, dial:

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

August 10, 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
6. Unfinished Business
 - a. Shared System – SHARE Update
 - b. 2022/2023 Budget
 - c. Public Library System Redesign Project
 - d. Librarians' Report – Sarah Strunz
 - e. ALS Covid-19 Update
 - f. Merger exploration update
7. New Business
 - a. [New Library System] Plan (possible action)
 - b. Merger transition strategy (possible action)
 - c. 2023 Staff Wages (possible action)
 - d. 2023 Intersystem agreement with funding memorandum with Lakeshores LS (possible action)
 - e. 2023 Rock County Funding.
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 8/4/2022.

Anita Schultz – Arrowhead Library System

ARROWHEAD LIBRARY SYSTEM BOARD MEETING

Milton Public Library

July 13th, 2022

ALS Board President Annette Smith called the meeting to order at 6:00 p.m. Present were Chris Cullen, Bill Wilson, Steve Platteter, Steve Ohs (Lakeshores Library System), Tovah Anderson (Arrowhead Library System), Annette Smith (GoToMeeting), Sherry Blakely (GoToMeeting), Jose Carrillo (GoToMeeting), Charles Teval (GoToMeeting), Stephan Brace, Sarah Strunz (GoToMeeting), Nick Dimassis

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

The June 2022 minutes were moved approved by Bill Wilson. Stephan Brace seconded, and the motion carried unanimously.

Expenditures were approved on a motion by Stephan Brace with Bill Wilson seconding. The motion carried unanimously.

Citizen participation, communication, or announcements:

Tovah Anderson expressed appreciation to WiLS for being outstanding facilitators of the committee and for the committee members for being very diligent in their fact finding and issue exploration.

Bill Wilson echoed praise for WiLS and commended Steve Platteter and Steve Ohs for their hard work finding the information the merger committee needed.

Eloise Eager contacted Steve Platteter and is in favor of the merger.

Unfinished Business

a. Shared System –SHARE Update: Platteter mentioned that the SHARE Anywhere App went live about a week ago. The second half of a major server updater went flawlessly and faster than scheduled.

b. 2022 /2023 Budget: Platteter mentioned that fuel costs for delivery exceeded estimates and that budget line will probably go over what was budgeted. Rock County is currently in the 2023 budget phase. Due to the potential merger, the

County isn't requiring a complete ALS budget, rather an abbreviated budget focusing on county reimbursements.

c. Public Library System Redesign Project: Platter shared DPI has received the final report from a Funding Formula Analysis it commissioned. Results were not what DPI expected and DPI is finding actionable takeaways to determine what data needs to be collected to proceed with adjusting with the funding formula.

d. Librarians' Report: EPL or had a hula hoop program and recommended the performer. OPL summer reading program is even better received than last year and will be installing automatic door openers.

e. ALS Covid-19: Rock County is still in the low transmission level.

f. Merger exploration update: The most up to date merger recommendation is available online

https://drive.google.com/file/d/1RrhuYTrx_T9p47u8em_95FI1SJdU5u94/view?usp=sharing changes involve the appendix and the removal of the Monarch merger documents for clarity. Link to document is included in its stead. June 27th merger committee meeting, the committee voted to accept the final report and to recommend a merger (7:1).

Committee Member Bill Wilson shared an update mentioning some of the reasoning behind the dissenting individual's vote. #1 argument for merger is monies levied by counties stay in counties. Library System dollars for the most part come from the state, and are better used in a merged system that has less overhead and less money spent duplicating administration.

Stephan Brace mentioned an increased leverage in negotiating vendor discounts based on a larger system.

Annette Smith shared that the merger committee discussed the merger as a way to solidify existing contracts between the two systems.

New Business

a. Approval of Library System Merger: Bill Wilson explained the county resolution and approval process. The county resolution will not need a super majority because it does not affect the budget, it should just need a majority vote of those present.

Stephan Brace commented, "If a stone was left unturned by the committee, it must be a very small pebble."

Approval to proceed with a library system merger with Lakeshores Library System moved by Stephan Brace with Chris Cullen seconding. A roll call vote was held. The motion carried unanimously. Bill Wilson, yes. Chris Cullen, yes. Sherry Blakeley, yes. Stephan Brace, yes. Eloise Eager, absent. Jose Carrillo, yes. Annette Smith, yes.

b. Merger transition strategy (possible action): The merger exploration committee did come to a unanimous agreement regarding a new system board size. Committee still working on its recommendation for a transition strategy.

c. 2023 staff wages: Only takes place if a merger does not happen. If a merger happens, the new library system board would determine wages. Finance committee recommends a 6% wage increase in recognition of inflation and ALS historically low wages.

d. Approval of 2023 Arrowhead LS Charter: Chris Cullen moved and Bill Wilson to approve the 2023 Arrowhead Library System Charter. The motion carried unanimously.

Communications:

Jose Carrillo moved to adjourn. Chris Cullen seconded, and the motion carried unanimously. The meeting ended at 6:56 p.m.

Respectfully submitted,
Tovah Anderson, Acting Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

Account Number	Account Name	Inv Date	Vendor Name	Inv/Enc Amt	
51-5000-0000-62119	Other Services	07/12/2022	WISNET	2,000.00	
		06/30/2022	BUE,RENE	1,265.84	
		06/30/2022	KOENE COURIER SERVICE LLC	2,885.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	269,076.00	180,751.74	0.00	6,150.84	82,173.42
51-5000-0000-63101	Postage	07/06/2022	ARROWHEAD LIBRARY PETTY CASH	40.25	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	105.60	0.00	40.25	854.15
51-5000-0000-63108	Public Inf	06/11/2022	ARROWHEAD LIBRARY PETTY CASH	4.20	
		06/11/2022	AMAZON.COM	214.59	
		07/01/2022	ROCK COUNTY SENIOR FAIR	15.00	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,000.00	1,162.91	0.00	233.79	3,603.30
51-5000-0000-64904	Sundry Expense	07/19/2022	ARROWHEAD LIBRARY PETTY CASH	32.22	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	1,000.00	0.00	0.00	32.22	967.78
51-5000-0000-65321	Building Lease	09/01/2022	CITY OF MILTON	1,166.67	
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	14,000.00	9,333.36	0.00	1,166.67	3,499.97
Arrowhead Library System PROG TOTAL				7,623.77	

I have examined the preceding bills and encumbrances in the total amount of **\$7,623.77**

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: 2364909

Rock County - Production

Budget to Actual Figures

Fiscal Year: 2022

As of: 08/01/2022

Budget: RV

Org Key Title
5150000000 Arrowhead Library System

Object	Description	Budget	Actual	Encumbrance	Balance
REVENUE					
42200	State Aid	540,857.00	540,857.00	0.00	0.00
44120	Miscellaneous Fees	3,438.00	3,434.75	0.00	(3.25)
45504	Intergov-Other Libraries	284,448.00	284,448.18	0.00	0.18
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	830,739.93	0.00	(\$40,003.07)
EXPENSE					
61100	Regular Wages	189,492.00	97,573.00	0.00	91,919.00
61300	Per Diems	1,800.00	700.00	0.00	1,100.00
61400	FICA	14,496.00	7,301.20	0.00	7,194.80
61510	Retirement	10,514.00	5,386.50	0.00	5,127.50
61610	Health Insurance Premium	47,560.00	47,560.00	0.00	0.00
61620	Dental Insurance	1,334.00	1,331.20	0.00	2.80
61630	Life Insurance	180.00	94.66	0.00	85.34
62119	Other Contracted Services	269,076.00	186,902.58	0.00	82,173.42
62130	Audit Fees	2,000.00	2,000.00	0.00	0.00
62210	Telephone	2,000.00	833.58	0.00	1,166.42
62410	Repair & Maintenance-Vehicles	10,000.00	6,002.53	0.00	3,997.47
62420	Machinery/Equip R & M	100.00	36.17	0.00	63.83
63100	Office Supplies & Misc Expense	1,500.00	491.03	0.00	1,008.97
63101	Postage	1,000.00	145.85	0.00	854.15
63104	Printing & Duplicating	6,000.00	1,895.17	0.00	4,104.83
63108	Public Information	5,000.00	1,396.70	0.00	3,603.30
63200	Publications/Subscriptions/Due	1,300.00	597.68	0.00	702.32
63300	Travel	3,000.00	134.53	0.00	2,865.47
64200	Training Expense	4,000.00	230.00	0.00	3,770.00
64201	Convention Expense	4,000.00	762.48	0.00	3,237.52
64214	ILS Costs	197,891.00	189,191.85	0.00	8,699.15
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	81,827.94	0.00	0.06
64904	Sundry Expense	1,000.00	32.22	0.00	967.78
64918	Marketing & Promotion	300.00	0.00	0.00	300.00
65101	Insurance on Buildings	6,000.00	5,776.00	0.00	224.00
65321	Building Lease	14,000.00	10,500.03	0.00	3,499.97
67199	Miscellaneous Equipment	35,000.00	0.00	0.00	35,000.00
Total Expense		2,192,496.00	1,927,151.08	0.00	265,344.92
County Share (Revenue - Expense)		(1,321,753.00)	(1,096,411.15)	0.00	(225,341.85)
<hr/>					
Grand Total Revenue		870,743.00	830,739.93	0.00	(40,003.07)

Rock County - Production
Budget to Actual Figures

Fiscal Year: 2022

As of: 08/01/2022

Budget: RV

Org Key Title
5150000000 Arrowhead Library System

Object	Description	Budget	Actual	Encumbrance	Balance
	Grand Total Expense	2,192,496.00	1,927,151.08	0.00	265,344.92
	Grand Totals County Share	(1,321,753.00)	(1,096,411.15)	0.00	(225,341.85)



Required by Wis. Stat. §§ 43.17(5) and 43.24(3)

GENERAL INFORMATION

Library System

[New Library System]

Describe significant needs and problems that influenced the development of this and other system plans.

New Library System Formed:

This library system plan addresses the creation of a new library system, via a merger of the Arrowhead and Lakeshores regional public library systems. The service area of the [New Library System] shall be the counties of Walworth, Racine, and Rock.

Resources Used to Develop this Plan:

This system plan was developed utilizing the findings of the [Joint Merger Exploration Committee's Final Recommendation Report](#), other working documents developed by that Committee, as well as the State Statutes and feedback from the DPI's Public Library Development Team.

Preceding Foundation for a Library System Merger:

The creation of public library systems fostered the establishment of a strong network of resource sharing and mutually beneficial interdependence. The actual creation and development of public library systems in Wisconsin was a voluntary and gradual process. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and more than 380 public libraries are library system members. Wisconsin's 16 public library systems developed in distinct ways in response to the needs of their member libraries and area residents.

According to the statutes, two library systems may merge if approved by the System Boards of Trustees and the County Boards of Supervisors of the participating counties.

Regional interest in exploring a library system merger began building in 2016 and has since increased steadily. Following a number of key strategic planning and member library surveys, the Boards of Trustees of the Arrowhead and Lakeshores library systems each voted to determine if the two library systems should merge, thus forming a new regional library system that would serve the counties of Racine, Rock, and Walworth. Acting jointly, the two library system boards appointed a committee to evaluate the merits of a system merger. The Joint Merger Exploration Committee consisted of two current system trustees and two current member library directors from each system, balanced as well as possible with respect to library size and county affiliation. This committee was given the task of producing a recommendation to the two respective library system boards regarding whether a system merger should proceed. The committee developed a final report during the spring/summer of 2022 and subsequently recommended that the merger should move forward on June 27th, 2022. Following the committee's recommendation, the Arrowhead Library System Board of Trustees voted unanimously in favor of the merger on July 13th, 2022. The Lakeshores Library System Board of Trustees also voted unanimously in favor of the merger on July 19th, 2022, with a further directive that a system plan be developed utilizing DPI's required format (PI-2446 Current Revision).

Member Libraries:

The following public libraries shall be considered members of the [New Library System]:

- Aram Public Library (Delavan -C, Walworth County)
 - Barrett Memorial Library (Williams Bay -V, Walworth County)
 - Beloit Public Library (Beloit -C, Rock County)
 - Brigham Memorial Library (Sharon -V, Walworth County)
 - Burlington Public Library (Burlington -C, Racine County)
 - Clinton Public Library (Clinton -V, Rock County)
 - Darien Public Library (Darien -V, Walworth County)
 - Eager Free Public Library (Evansville -C, Rock County)
 - East Troy Lions Public Library/Tri-Troy Joint Library (East Troy -V, Walworth County)
 - Edgerton Public Library (Edgerton -C, Rock County)
 - Fontana Public Library (Fontana-on-Geneva Lake -V, Walworth County)
 - Genoa City Public Library (Genoa City -V, Walworth County)
 - Graham Public Library (Union Grove -V, Racine County)
 - Hedberg Public Library (Janesville -C, Rock County)
 - Lake Geneva Public Library (Lake Geneva -C, Walworth County)
 - Matheson Memorial Library (Elkhorn -C, Walworth County)
 - Milton Public Library (Milton -C, Rock County)
 - Orfordville Public Library (Orfordville -V, Rock County)
 - Racine Public Library (Racine -C, Racine County)
 - Rochester Public Library (Rochester -V, Racine County)
 - Walworth Memorial Library (Walworth -V, Walworth County)
 - Waterford Public Library (Waterford -V, Racine County)
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GENERAL INFORMATION (cont'd.)

Multi-County Federated Public Library System:

According to Wis. Stat. 43.19(2)(a), the [New Library System] shall be a joint agency of the participating counties, and shall be a separate legal entity for the purposes of having the exclusive custody and control of all system funds, holding title to and disposing of property, constructing, enlarging and improving buildings, making contracts and suing and being sued.

County Plans of Library Service:

Member counties shall consider their pre-merger plans of library service as valid with respect to the newly-merged [New Library System]. [New Library System] staff shall provide assistance to each member county upon request to organize plan revisions that reflect the change in system territory.

County Budget Neutrality With Respect to Funding for Library Services:

Funding for the operations of public library systems in Wisconsin is provided by means of state aid appropriated by the legislature as a component of the biennial state budget. Such state aid is derived from the Wisconsin Universal Service fund, as opposed to general-purpose tax revenue. Any county funding that is appropriated for library service under Wis. Stat. 43.12 goes directly to individual libraries. Thus, a library system merger will not affect the budgets of participating counties.

Library System Governance:

The [New Library System] shall be governed by a fifteen (15) member Board of Trustees having the powers of a public library board under Wis. Stat. 43.58 with respect to system-wide functions and services (note: local library boards shall retain responsibility for their public libraries in all other areas).

Four (4) members of the system board shall be appointed by Walworth County, six (6) members of the system board shall be appointed by Racine County, and five (5) members of the system board shall be appointed by Rock County. Member apportionment, by county, shall be proportional to the total population of the system service area. Counties are encouraged to appoint up to one (1) supervisor to the system board. Regular board member terms shall be for a period of three (3) years commencing on January 1st. The following schedule of board member terms shall be utilized for the purpose of initial establishment:

County	Members	Board Members with Term Expiration of January 1st, 2024	Board Members with Term Expiration of January 1st, 2025	Board Members with Term Expiration of January 1st, 2026
Racine	6	2	2	2
Rock	5	2	1	2
Walworth	4	1	1	2
Total:	15			

The Immediate Approach of the New System with Respect to Services:

The [New Library System] shall meet all service requirements detailed in State Statutes. Further, [New Library System] shall provide the following services to member libraries on the same or better terms as in the year preceding the merger:

- Specialty consulting, including youth services and public information.
- Summer StoryWagon program series.
- Support for general resource-sharing infrastructure.
- Staffing and fiscal agency support for the SirsiDynix library automation consortium (SHARE).
- Daily delivery to support interlinked library collections.
- Local library IT services and consulting.
- Cooperative purchase support and fiscal agency for computer hardware and online resources for member libraries.
- Funding support for system-wide digital resources.

Strategic Planning as the Basis for Future Decision Making:

The [New Library System] will begin a multi-stakeholder strategic planning process in 2023. The purposes of strategic planning will be to identify the service priorities of the newly-combined system member libraries and to generate a five-year plan. The five-year plan will then be utilized to inform the decisions of the system's staff and board with respect to future budgets, staffing choices, policy work, and other general activities of the system in the wake of its formal establishment as a newly merged library system.

System Staff:

All staff members of Arrowhead Library System and Lakeshores Library System shall become a single staff employed by the [New Library System] beginning on or about January 1st, 2023. 2023 salary levels shall be those which have been set by the pre-merger system boards as of December 31, 2022. 2023 benefit and fringe benefit levels shall, as nearly as practicable, be set individually for year one according to what each employee was accustomed to before the merger. The [New Library System] Board of Trustees shall then devise and implement a plan to reconcile any benefit and fringe benefit policy differences as a part of the budgeting process for the 2024 fiscal year. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper F" on page 29 of the Final Report.

ASSURANCES (cont.)

Year One Organizational Chart

Position	FTE Percentage	Notes
Director	1	Filled by existing staff (S. Ohs)
Deputy Director	1	Filled by existing staff (S. Platteter)
Finance and Human Resources Lead	1	Initially filled by existing staff (J. Martin, retiring 2/10/23)
IT Manager	1	Filled by existing staff (J. Novy)
IT Senior Associate	1	Filled by existing staff (D. Dowling)
IT Technician	1	Filled by existing staff (B. Hudson)
Marketing and Public Relations Coordinator	1	Filled by existing staff (T. Anderson)
Office and Interlibrary Loan Associate	0.9	Filled by existing staff (A. Schultz)
Service Consultant (TBD)	1	Open (LLS ILL specialist retiring 12/31/22)
Driver 1	0.375	Filled by existing staff
Driver 2	0.375	Filled by existing staff
Driver 3	0.2	Filled by existing staff
Total FTEs:	9.85	

Did the library system consult member libraries in the development of this plan?

- ☐ No, the library system did not include member libraries in the development of this plan.
- ☒ Yes, the library system included member libraries in the development of this plan.

If yes, describe the planning environment and process for this system plan. Include how member libraries are involved in plan development and review:

The development of this library system plan was directly influenced by the Recommendation Report from the Joint Merger Exploration Committee. The Joint Merger Exploration Committee involved significant feedback from the member libraries of both systems in order to construct process goals, communicate progress, ensure transparency, and provide a venue for feedback. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper C" on page 18 of the Final Report.

Does the library system have a formally appointed advisory committee under Wis. Stat. § 43.17(2m)?

- ☐ No, the library system does not have a formally appointed advisory committee.
- ☒ Yes, the library system has a formally appointed advisory committee.

If the system appoints an advisory committee under Wis. Stat. § 43.17(2m), describe how the system makes appointments, posts meetings, and how the advisory committee reports to the library system board. Include a list of any additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the Division:

An Advisory Committee shall be appointed by the Board of [New Library System] beginning in January of 2023, and shall also be adopted into the Board's bylaws. The role of the Advisory Committee shall be to advise the Board with respect to the activities of the [New Library System]. The Advisory Committee shall be comprised of one member per library (library director or designated proxy), and one designated representative of the [New Library System] Board. Each library member shall have one vote. The Advisory Committee is encouraged to designate one member to attend Board meetings of the [New Library System] on a regular basis.

ASSURANCES

ASSURANCES (cont'd)

The following plan and compliance document provides assurance that your public library system intends to comply with all statutory requirements for public library systems for calendar year **2023**. Indicate, with a check, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

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

- ☒ Wis. Stat. § 43.24(2)(a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)4 with all member libraries.
- ☒ The system will provide a sample copy of the agreement with a list of all members signing and the dates signed to the Division by January 15. (The system does not need to file multiple copies of the same agreement; only a sample copy of each type of agreement is necessary.)

If the system is providing the sample copy and list of members signing through a publicly available webpage, provide the URL here:

Pre-merger, both Lakeshores and Arrowhead library systems maintain proper member library agreements. The [New Library System] shall prepare and distribute updated member library agreements that comply with Wis. Stat. § 43.15(4)(c)4 to member libraries on or about November 1st, 2022. Member library boards will be asked to approve and sign the agreements and remit them to the (pre-merger) Lakeshores Library System Office. Following the official commencement of [New Library System] on January 1st, 2023, the newly-appointed [New Library System] Board shall then approve, sign and file the agreements along with other high-priority items of business. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper D" on page 19 of the Final Report.

Resource Library Agreement

- ☒ Wis. Stat. § 43.24(2)(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.
- ☒ The system will provide a signed copy of the resource library agreement to the Division by January 15.

If the system is providing the resource library agreement through a publicly available webpage, provide the URL here:

Pre-merger, both Lakeshores and Arrowhead library systems maintain proper resource library agreements. The [New Library System] shall first offer the statutory role of system resource library to the Racine Public Library, and shall offer a supplementary resource library role to the Hedberg Public Library (Janesville). 2023 resource library agreements shall be prepared and distributed on or about November 1st, 2022. The boards of Racine Public Library and Hedberg Public Library will be asked to approve and sign the agreements and remit them to the (pre-merger) Lakeshores Library System Office. Following the official commencement of [New Library System] on January 1st, 2023, the newly-appointed [New Library System] Board shall then approve, sign and file the agreements along with other high-priority items of business. The terms of these resource library agreements shall, as closely as possible, replicate the resource library agreements in place prior to the merging of Lakeshores and Arrowhead library systems. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper D" on page 19 of the Final Report.

Reference Referral, Interlibrary Loan, and Technology

- ☒ 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.

List ongoing activities related to this requirement:

Pre-merger, the Lakeshores and Arrowhead library systems performed the following Reference Referral, Interlibrary Loan, and Technology activities for the benefit of member libraries:

Reference Referral

1. Maintenance of resource library agreements which include backup access to Master's Degree level reference librarians for libraries that may not have the means to provide such expertise locally.
2. System administration of Google App-based productivity tools (including email) to facilitate rapid communication.
3. System-based consulting availability for reference-related questions and policy development.

Interlibrary Loan

1. Access to experienced staff consultants in the area of interlibrary loan.
2. Integration of statewide union catalog (WISCAT) with the SHARE Consortium's instance of library management software.
3. System staff administered optimization of interlibrary loan requests with the delivery courier schedules of stops, to ensure the shortest possible wait times for library users.

Technology

1. System administration of a Wide Area Network that already covers the three-county service area.
 2. System administration of member library Local Area Networks through a local IT program.
 3. System administration of member library public access computers and peripheral hardware items through a local IT program.
 4. System administration and management of an instance of library management software (SHARE Consortium).
 5. IT helpdesk staffed by system personnel, including 24/7 support for mission-critical functions.
 6. Library management software and local IT support for member libraries of neighboring library systems on a contract basis.
 7. System administered storage servers, incremental and full data backups.
 8. General IT consulting on a range of issues including data security, custom scripting, and IT-related training for library staff.
-

ASSURANCES (cont'd)

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

The primary priority for this category of system activities in year one of the [New Library System] shall be to continue to provide the same (or better) level of access and quality of service. A secondary priority for year one shall be to utilize the findings of a strategic planning process toward improving the above services. These priorities are a direct outcome of the work of the Joint Merger Exploration Committee in the creation of their final report.

Inservice Training

- ☒ Wis. Stat. § 43.24(2)(e) Inservice training for participating public library personnel and trustees.

The Division interprets inservice training to incorporate a range of in-person and virtual continuing education opportunities.

List ongoing activities related to this requirement.

Pre-merger, the Lakeshores and Arrowhead library systems performed the following activities related to Inservice Training for member library staff:

1. Maintained point-persons on system staff to serve as primary contacts for member library questions related to continuing education.
2. Participated in the planning for and financial support of a regional continuing education partnership between six public library systems in the Southeastern region of Wisconsin, which provides an ongoing annual series of relevant continuing education programs (in-service training) to all member libraries of the participating systems.
3. Provided occasional supplementary in-service programs related to library system-specific initiatives or SHARE Consortium-related technical training.
4. Maintained a Continuing Education Validator role for the purpose of supporting Wisconsin's Public Librarian Certification program.

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

The primary priority for this category of system activities in year one of the [New Library System] shall be to continue to provide the same (or better) level of access and quality of service. The secondary priority for year one shall be to utilize the findings of a strategic planning process toward improving the above services. These priorities are a direct outcome of the work of the Joint Merger Exploration Committee in the creation of their final report.

Identify the names and email addresses of continuing education staff employed by the system for continuing education services:

Steven Platteter - Deputy Director - platteter.steve@als.lib.wi.us - Liaison to the Continuing Education Partnership of Southeastern Wisconsin (SEWI).

If the system contracts with another system or entity to plan and conduct continuing education services, list that system or entity and provide a link to, or copy of, the current agreement:

Participating library systems in the SEWI Continuing Education Partnership sign an annual agreement with the Bridges Library System, which serves as the fiscal and staffing agent for the program. An updated agreement or addenda to the separate pre-merger agreements will be sought, developed, and signed by the [New Library System] Board and filed within the first quarter of 2023. Meanwhile, system staff shall continue to provide occasional locally-focused continuing education opportunities in the same manner as before the system merger.

Delivery and Communication

- ☒ Wis. Stat. § 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

List ongoing activities related to this requirement. For physical delivery reference resources, personnel, and vendors.

The [New Library System] shall continue to offer the same Delivery and Communication activities for the benefit of member libraries as before the merger:

1. Maintenance of email and office productivity tools for member libraries.
2. Daily delivery service for materials being shared between member libraries.
3. Designated locations for central sorting of library materials in transit.
4. Access to a statewide delivery network for hard-to-find library materials located in greater Wisconsin or out-of-state.

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

The primary priority for this category of system activities in year one of the [New Library System] shall be to continue to provide the same (or better) level of access and quality of service. The existing framework of delivery infrastructure will be maintained throughout year one of [New Library System] to ensure maximum stability. Then, following a strategic planning process in 2023, the [New Library System] shall conduct a dedicated process in 2024 to evaluate options for consolidating the delivery service activities into a single-vendor, single-contract, in-house model, or other option. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper G: Parts 1 and 2" beginning on page 33 of the Final Report.

ASSURANCES (cont'd)

Service Agreements

- ☒ Wis. Stat. § 43.24(2)(g) Service agreements with all adjacent library systems.
- ☒ The system will provide a copy of the agreements to the Division by January 15. The agreements with adjacent systems – including consulting agreements, consortium agreements, etc. – must include a list of all systems signing the agreement.

If the system is providing the service agreements through a publicly available webpage, provide the URL here:

A publicly available webpage URL shall be provided to the Division upon establishing a functional website for the [New Library System], in accordance with process details appearing immediately below.

If the system is providing the service agreements through a publicly available webpage, provide a brief description of the types and number of agreements here:

The two resource library contracts that are currently in place for Lakeshores and Arrowhead library systems shall be revised for continuation within the [New Library System]. Updated service agreements with adjacent library systems (also referred to as "intersystem agreements") reflecting the newly-merged [New Library System] shall be prepared and distributed on or about November 1st, 2022. The boards of adjacent library systems will be asked to approve and sign the agreements and remit them to the (pre-merger) Lakeshores Library System Office. Following the official commencement of [New Library System] on January 1st, 2023, the newly-appointed [New Library System] Board shall then approve, sign and file the agreements along with other high-priority items of business. The terms of these intersystem agreements shall include the elements detailed in Wis. Stat. § 43.24(2)(g). The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper D" on page 19 of the Final Report.

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.
- ☒ The system will have 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. The system will provide a copy of the agreement with a list of all signing libraries to the Division by January 15.

If the system is providing the agreements with other types of libraries through a publicly available webpage, provide the URL here:

A publicly available web page URL shall be provided to the Division upon establishing a functional website for the [New Library System], in accordance with process details appearing immediately below.

If the system is providing the agreements with other types of libraries through a publicly available webpage, provide a brief description of the types and number of agreements here:

The [New Library System] shall continue the practice of maintaining agreements with other types of libraries and institutions, including the following:

- Racine Correctional Institution for access to system delivery (LLS)
- Waterford Union High School for access to system delivery (LLS)
- Blackhawk Technical College for access to system delivery (ALS)
- Beloit College for access to system delivery (ALS)
- Wisconsin Center for the Blind and Visually Impaired for access to system delivery (ALS)
- Beloit School District for access to system delivery (ALS)
- Milton School District for access to system delivery (ALS)
- Parkview School District for access to system delivery (ALS)

2023 service agreements with other types of libraries reflecting the newly-merged [New Library System] shall be prepared and distributed on or about November 1st, 2022. Terms of service for these updated agreements shall accord with the preceding year. The governing bodies or executive officers of these institutions will be asked to approve and sign the agreements and remit them to the (pre-merger) Lakeshores Library System Office. Following the official commencement of [New Library System] on January 1st, 2023, the newly-appointed [New Library System] Board shall then approve, sign and file the agreements along with other high-priority items of business. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper D" on page 19 of the Final Report.

ASSURANCES (cont'd)

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 fifth January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.
- ☒ The system will provide the current plan for library technology and resource sharing to the Division by January 1, 2023, if the system amended the plan since last submitting it to the Division or if the plan on file with the Division is no longer valid. See [the Library System Technology and Resource Sharing plan webpage](#) for the most current version of the system library technology and resource sharing plan.

If the system is providing the current technology and resource sharing plan through a publicly available webpage, provide the URL here:

Technology and resource-sharing plans for both pre-merger library systems are available at the following URL:

- Arrowhead Library System Technology and Resource-Sharing Plan: [ALS Plan at DPI Website](#)
- Lakeshores Library System Technology and Resource-Sharing Plan: [LLS Plan at DPI Website](#)

Is the plan current and comprehensive for the technology and resource sharing services the system provides?

- ☒ Yes, the library system technology and resource sharing plan is current and comprehensive for the technology and resource sharing services the system provides.
- ☐ No, the library system technology and resource sharing plan is not current or comprehensive for the technology and resource sharing services the system provides or will provide.

If no, describe what the system has added, changed, or eliminated from the plan in effect (and describe how the changes were reviewed with member libraries and approved by the system board):

Not applicable.

Indicate new or priority activities relating to this requirement for the plan year:

The Technology and Resource-Sharing Plans for Lakeshores and Arrowhead library systems currently on file with the DPI Division for Libraries are entwined due to the broad scope of existing integration between the two systems with respect to technology and resource-sharing. Once formally established as of January 1st, 2023, the [New Library System] shall continue to implement the technology and resource-sharing services detailed in the pre-merger plans, including IT administration and fiscal agency support for the SHARE Consortium, local library IT programs, and cooperative purchasing of electronic resources for the use of library patrons in the system area. The [New Library System] shall develop and submit an entirely new plan before the Division's next five-year plan increment required of all library systems (Due by January 1st, 2025).

Professional Consultation

- ☒ Wis. Stat. § 43.24(2)(h) Professional consultant services to participating public libraries.

Identify consultants, specific service areas, and related activities. If the consultant is employed by a member library, indicate the library and the consultant's title:

The [New Library System] shall maintain the following combined list of consulting portfolios according to pre-merger levels:

- Library administration/library law - LLS/ALS - S. Ohs, S. Platteter
- Information technology - LLS - J. Novy
- Interlibrary loan - LLS/ALS - V. Keith, A. Schultz
- Finance/bookkeeping/HR - LLS - J. Martin
- Public information/social media/marketing of library services - ALS - T. Anderson
- Youth services - LLS/ALS - Contract consultants
- Users with special needs/inclusive services - LLS/ALS - Contract consultant, S. Ohs

Other general unspecified consulting - LLS/ALS - All staff as qualified

Indicate new or priority activities relating to this requirement for the plan year (if no change from current year, indicate *None*):

Once formally established as of January 1st, 2023, the [New Library System] shall continue to provide the same set of consulting services on the same terms as the member libraries were accustomed to prior to the merger throughout year one (2023). Following completion of a strategic planning process, the system shall review process outcomes - with particular focus on member library needs - to determine if changes to the [New Library System]'s overall consulting portfolio are necessary prior to the development of a year two operating budget. The Joint Merger Exploration Committee's work on this topic can be found in ["Issue Paper F" on page 29 of the Final Report](#).

ASSURANCES (cont'd)

Inclusive Services

- ☒ Wis. Stat. § 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.

Indicate new or priority activities relating to this requirement for the plan year:

The [New Library System] shall promote and facilitate library services to users in the same manner as prior to the merger, in that a contract position will be maintained to provide these services to the entire membership.

Users with special needs is an especially broad category, but it includes:

- Sensory impaired individuals - vision, hearing, speech
- Persons with physical disabilities
- Homebound individuals (those who cannot leave their homes for medical or other reasons)
- Job seekers, homeschooling pupils, or other individuals with specific or goal-oriented informational needs
- Persons with developmental, behavioral, or emotional special needs

Once formally established as of January 1st, 2023, the [New Library System] shall provide a contract consultant to promote and facilitate library services to users with special needs for the member libraries during year one (2023). Once completed, the results of a strategic planning project during year one will be analyzed to determine member library needs in year two and beyond, along with the development of budgetary and/or staffing options to meet those needs. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper F" on page 29 of the Final Report.

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 system board after consultation with participating public libraries.

List each "other" service program individually with ongoing activities and new or priority activities for the plan year under each program. For instance, if the system provides a bookmobile service program, list ongoing activities and new or priority activities for the bookmobile program. (Do not lump miscellaneous activities under a single "other" program.)

System Support for the SHARE Consortium

The SHARE Consortium (or, simply, "SHARE") is an automation and resource-sharing partnership. Membership may include public libraries, individual K-12 schools, school districts, and other types of agencies. SHARE began in 2005 as a collaboration between Lakeshores Library System and Mid-Wisconsin Federated Library System (Dodge, Jefferson, Washington Counties). The Mid-Wisconsin Federated Library System withdrew from SHARE in 2013. Roughly one year later, the libraries of Kenosha County Library System joined SHARE. By 2017 the libraries of Arrowhead Library System (Rock County) had also joined. SHARE has become a critical component of library service in the region because it allows participating libraries to save money with respect to software costs and cooperative purchasing, and they can rely on skilled IT staff at the system level to support the software. The Joint Merger Exploration Committee's work on this topic can be found in "Issue Paper B" on page 14 of the Final Report.

The [New Library System] shall continue to provide the same services to its member libraries, and the member libraries of the Kenosha County Library System (via service agreement) as before the merger, including:

- IT support for the SHARE library automation software;
- One-on-one and group training for library staff with respect to the functions of the software;
- Administrative support for the policy development activities of the participating libraries, and;
- Fiscal agency services for cooperative purchasing ventures.

Public Information Coordination Program

The [New Library System] shall make public information-related services available to all member libraries, including:

- Consulting support for the development of library-specific community information programs;
 - Graphic design services;
 - Coordination with respect to community outreach using social media channels, print resources, and word of mouth marketing.
 - Supporting the regional goals of the library system in promoting library services to residents of the greater system area, in particular those residents who live in communities without libraries.
-

Administration

- ☒ The system will not expend more than 20 percent of state aid received in the plan year for administration.
- ☒ The system will submit the 2022 system audit to the Division no later than September 30, 2023.
-

ASSURANCES (cont'd)

Budget

- ☐ The system completed and included the budget by service program category and fund source for the plan year ([see guidelines](#)).
-

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 2023 resource library contract.*

The Arrowhead and Lakeshores library systems conducted most of their respective collaborative activities with each other during the 2022 calendar year. These collaborative activities, formerly conducted by contracts, will be made permanent and adopted into the DNA of the [New Library System].

New or ongoing collaborative activities that are external to the territory of the newly-formed [New Library System] are expected to include:

- Ongoing participation in the statewide OverDrive buying pool for ebooks and audiobooks;
- Ongoing contractual relationships with the Kenosha County Library System and Southwest Wisconsin Library System;
- Occasional Federal Grant partnerships with neighboring library systems for various purposes, and;
- Occasional partnerships with other types or units of government, including county health departments and workforce development agencies.

Due to the accelerated timeline in developing this plan, financial figures to estimate cost benefits are not yet available. However, it is expected that the [New Library System]'s annual report at the close of 2023, and subsequent system plan for 2024 will include greater detail following the insights gleaned from a full year of formal operation.

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

Activity	Amount
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
Cost Benefit Total	0\$0

CERTIFICATION

WE, THE UNDERSIGNED, CERTIFY that to the best of our knowledge, the information provided in this document and any attachments is true and correct, and that the system will be in full compliance with all applicable provisions of Chapter 43 of the Wisconsin Statutes for the year **2023**.

Name of System Director	Signature of System Director	Date Signed <i>Mo./Day/Yr.</i>
Name of System Board President	Signature of System Board President	Date Signed <i>Mo./Day/Yr.</i>

**FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL**

Pursuant to Wis. Statutes, the plan contained herein is:

☐ Approved

☐ Provisionally Approved *See Comments.*

☐ Not Approved *See Comments.*

Comments

DLT Assistant Superintendent Signature

Date Signed *Mo./Day/Yr.*

PUBLIC LIBRARY SYSTEM 2023 ANNUAL PROGRAM BUDGET					
Program	2023 Public Library System Aid	System Aid Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
Technology, Reference, and Interlibrary Loan*					
1.					
2.					
3.					
4.					
5. Electronic Resources					
Program Total	0\$0	0\$0	0\$0	0\$0	0\$0
Continuing Education and Consulting Service*					
1.					
2.					
Program Total	0\$0	0\$0	0\$0	0\$0	0\$0
Delivery Services					0\$0
Inclusive Services					0\$0
Library Collection Development					0\$0
Direct Payment to Members for Nonresident Access					0\$0
Direct Nonresident Access Payments Across System Borders					0\$0
Youth Services					0\$0
Public Information					0\$0
Administration					0\$0
Subtotal	0\$0	0\$0	0\$0	0\$0	\$0.00\$0
Other System Programs					
1.					0\$0
2.					0\$0
Program Total	0\$0	0\$0	0\$0	0\$0	\$0.00\$0

**PUBLIC LIBRARY SYSTEM 2023
ANNUAL PROGRAM BUDGET**

Grand Totals	0\$0	0\$0	0\$0	0\$0	\$0.00\$0
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* These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1.
Line 5 is reserved for the amounts budgeted for electronic resources ([see program budget guidelines](#)).

2023 salaries 0% FA

[illegible]

2023 salaries 3% \$15 Min FA

[illegible]

2023 salaries 4% - \$15 Min FA

[illegible]

2023 salaries 5% \$15 Min FA

[illegible]

2023 salaries 6% \$15 Min FA

[illegible]

2023 salaries 7% \$15 Min FA

[illegible]

2023 Wage increase percentage totals

	Wages	Increase over 0%
0%	\$ 189,483	\$ -
3% \$15 mir	\$ 195,885	\$ 6,402
4% \$15 mir	\$ 197,649	\$ 8,166
5% \$15 mir	\$ 199,459	\$ 9,976
6% \$15 mir	\$ 201,270	\$ 11,787
7% \$15 mir	\$ 203,080	\$ 13,597

2023 ALS ROCK COUNTY FUNDING REQUEST

	2022 Municipal		2021		2021 %		Participating Library Payment					
	Appropriation	Total	Circulation	Township	Circulation	Town. use				% cost of		
Libraries												
Beloit	\$ 1,780,877.00	166,053	41,532		25.01%	\$ 445,420.34	2023	2022				
Clinton	\$ 128,031.00	22,192	10,204		45.98%	\$ 58,869.34						
Edgerton	\$ 357,251.00	72,199	17,545		24.30%	\$ 86,815.17						
Evansville	\$ 298,524.00	42,287	10,335		24.44%	\$ 72,959.67						
Janesville	\$ 3,545,460.00	446,821	62,678		14.03%	\$ 497,340.86						
Milton	\$ 296,880.00	66,333	21,607		32.57%	\$ 96,704.30						
Orfordville	\$ 83,485.00	22,602	12,793		56.60%	\$ 48,262.93						
TOTAL	\$ 6,490,508.00	838,487	176,694		21%	1,306,372.61						

County	Library	Operating Expenditures	2021 Circulation	2021 cost/Circ	Rural Rock Circ	Cost of Rural Circ	70% Reimbursement
Dane							
	Dane County Library Service						
	Cambridge						
	DeForest						
	Fitchburg	\$ 1,880,382.00	235,724	\$ 7.97	35	\$ 279.20	\$ 195.44
	Madison	\$ 18,906,914.00	1,956,275	\$ 9.66	192	\$ 1,855.00	\$ 1,298.94
	MacFarland						
	Mazomanie						
	Middleton	\$ 2,127,133.00	457,490	\$ 4.64	37	\$ 172.03	\$ 120.42
	Monona	\$ 805,007.00	157,893	\$ 5.10	35	\$ 178.45	\$ 124.91
	Mount Horeb						
	Oregon	\$ 931,945.00	156,785	\$ 5.94	420	\$ 2,496.52	\$ 1,747.56
	Stoughton	\$ 908,733.00	133,552	\$ 6.80	2,896	\$ 19,705.36	\$ 13,793.75
	Sun Prairie						
	Verona	\$ 2,071,965.00	475,676	\$ 4.36	202	\$ 879.88	\$ 615.91
	Waunakee						
							\$ 17,896.93
Green							
	Brodhead	\$ 300,150.00	35,689	\$ 8.41	3,951	\$ 33,228.52	\$ 23,259.96
	Albany	\$ 102,787.00	11,616	\$ 8.85	221	\$ 1,955.57	\$ 1,368.90
	Monroe	\$ 1,109,572.00	83,998	\$ 13.21	75	\$ 990.71	\$ 693.50
	New Glarus	\$ -	0	\$ -	0	\$ -	\$ -
							Minus Brodhead
							\$ 25,322.36
							\$ 2,062.40
							\$ 2,062.40
Jefferson							
	Whitewater	\$ 806,354.00	75,817	\$ 10.64	6,379	\$ 67,844.05	\$ 47,490.83
	Jefferson	\$ 544,777.00	86,172	\$ 6.32	0	\$ -	\$ -
	Fort Atkinson	\$ 853,956.00	154,104	\$ 5.54	1,122	\$ 6,217.48	\$ 4,352.24
	Palmyra	\$ 128,076.00	17,134	\$ 7.47	0	\$ -	\$ -
							Minus Whitewater
							\$ 51,843.07
							\$ 4,352.24
							\$ 4,352.24
Walworth						Walworth County	\$ 7,693.00
						Rock County Total	\$ 102,755.36

2023 INTERSYSTEM AGREEMENT and COUNTY FUNDING MEMORANDUM
Arrowhead Library System and Lakeshores Library System

This Intersystem Agreement is by and between Lakeshores Library System (LLS), and Arrowhead Library System (ALS). The purpose of the agreement is to provide a system of mutual use of library facilities and services for all residents of Racine, Walworth and Rock Counties. Therefore, ALS and LLS agree to the following:

1. The ALS and LLS member libraries will provide library services to any validly registered borrower of any other participating library in Rock, Racine, and Walworth Counties on the same basis as they are available to residents of the member library's municipality, except as noted below. These services shall include, but not be limited to checkout of books, audio and video recordings. Lending of special collections such as electronic equipment shall be at the discretion of individual member libraries. The services shall also include availability of storytimes and other public programs and use of public computers. Non-residents will be subject to the same restrictions, fines and charges which the library imposes on its own community's residents, except as noted in number 2 below.
2. Borrowers may return materials checked out from libraries to any library in either system, except for special equipment or items clearly marked to return to the library from which they were borrowed. Availability of Interlibrary Loan Services and activity room sign-up to these borrowers shall be at the discretion of individual member libraries.
3. If materials borrowed under this agreement are lost or not returned, the borrower's library system shall assist the lending library in recovering the materials.
4. The systems will maintain records of usage depending on the capabilities of each library's circulation systems. The records will, at minimum, detail use by each town, village and city in the other system. Both systems agree to provide the resulting data if requested.
5. This agreement supersedes any and all previous agreements.

Arrowhead Library System Board

Signature of Chairperson

Date

Lakeshores Library System Board

Robert N. Miller

Signature of Chairperson

7/19/2022

Date

2023 COUNTY FUNDING MEMORANDUMFor Cross-County Borrowing Between Rock and Walworth Counties

Walworth County Payments to Libraries in Rock County

Terms defined by: Walworth County Plan of Library Service (Current)

Terms used: 70% of costs for users without a home library

Name of Library	Municipality	Total Expend.	Expend. from Federal Sources	Total Annual Loans	Service Unit Cost	Reimbursable Loans Made	Total Service Cost	Payment Due
Beloit Public Library	Beloit	\$2,273,303	\$0	166,053	\$13.69	236	\$3,230.89	\$2,262
Clinton Public Library	Clinton	\$164,181		22,192	\$7.40	42	\$310.72	\$218
Eager Free Public Library	Evansville	\$373,644	\$0	42,287	\$8.84	26	\$229.73	\$161
Edgerton Public Library	Edgerton	\$382,233	\$0	72,199	\$5.29	3	\$15.88	\$11
Hedberg Public Library	Janesville	\$3,965,993	\$20,659	446,821	\$8.83	2,627	\$23,195.85	\$16,237
Milton Public Library	Milton	\$377,254		66,333	\$5.69	148	\$841.72	\$589
Orfordville Public Library	Orfordville	\$121,812	\$0	22,602	\$5.39		\$0.00	\$0
							Total:	\$19,477

*Lump-sum to be transferred by Lakeshores Library System to Arrowhead Library System in two equal payments on or before April 30 and September 30: **\$19,477***

Rock County Payments to Libraries in Walworth County

Terms defined by: Reciprocity

Terms used: 70% of costs for users without a home library

Name of Library	Municipality	Total Expend.	Expend. from Federal Sources	Total Annual Loans	Service Unit Cost	Reimbursable Loans Made	Total Service Cost	Payment Due
Aram Public Library	Delavan	\$414,952	\$0	76,748	\$5.41	1,096	\$5,925.72	\$4,148
Barrett Memorial Library	Williams Bay	\$367,571	\$3,000	48,580	\$7.50	23	\$172.60	\$121
Brigham Memorial Library	Sharon	\$93,600	\$0	8,733	\$10.72		\$0.00	\$0
Darien Public Library	Darien	\$142,482	\$0	9,128	\$15.61	164	\$2,559.93	\$1,792
East Troy Lions Public Library	East Troy	\$253,212	\$0	24,971	\$10.14		\$0.00	\$0
Fontana Public Library	Fontana	\$330,787	\$0	17,262	\$19.16	17	\$325.77	\$228
Genoa City Public Library	Genoa City	\$174,609	\$0	30,062	\$5.81		\$0.00	\$0
Lake Geneva Public Library	Lake Geneva	\$786,053	\$2,000	91,310	\$8.59	1	\$8.59	\$6
Matheson Memorial Library	Elkhorn	\$898,779	\$0	176,068	\$5.10	155	\$791.23	\$554
Walworth Memorial Library	Walworth	\$269,730	\$0	33,083	\$8.15	148	\$1,206.66	\$845
							Total:	\$7,693

*Lump-sum to be transferred by Arrowhead Library System to Lakeshores Library System in two equal payments on or before April 30 and September 30: **\$7,693***