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DRAFT REVISION

WALWORTH COUNTY PLAN OF LIBRARY SERVICE

Created Spring 2018 (For Plan Years 2019-2021)

Revised Spring 2021

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I. Mission statement:

To make quality library service available to all Walworth County residents of all ages, and to provide equitable funding for that service.

II. Background

- A. Requirements are maintained for county library planning & funding of library services in Chapter 43 of the Wisconsin State Statutes (Wis. Stat. § 43.11 and Wis. Stat. § 43.12 are included as **Attachment A**).

- B. The Lakeshores Library System (LLS) is a federated public library system established in January 1983 by Racine and Walworth Counties according to Wis. Stat. § 43. LLS are governed by a fifteen member board of trustees. Racine County appoints nine trustees and Walworth County appoints six trustees. One aspect of LLS’ mission is to assist autonomous member libraries in making locally determined materials and services available to all residents of the system area. This requires the provision of methods for materials sharing, technologies for library services, and delivery services for materials for library users in the system. The system seeks at all times to collect and distribute the financial resources at its disposal as fairly and effectively as possible for libraries, taxpayers, and library users in the entire system area. The Walworth County Board of Supervisors appointed a Walworth County Library Planning Committee in August of 1999 to develop, oversee, and recommend a plan for library service in Walworth County (current members of the Walworth County Planning Committee are detailed in **Attachment B**). The role of the committee is to maintain an adequate Plan of Library Service.

III. Current library services to county residents

- 73 A. Libraries within the LLS area currently offer a variety of services to residents
74 throughout the system. Services to children and adults range from the traditional
75 fiction, nonfiction, and reference to a wide variety of other services including but
76 not limited to: DVDs, music and audio CD's, large print, Internet services, as well
77 as electronic content (a complete listing of LLS services is included as
78 **Attachment C**).
- 79
- 80 B. Appointments to the library boards are made by the mayor or village president of
81 the individual communities and confirmed by the council and/or village boards. If
82 a board member on a municipal board represents the county (Wis. Stat. §
83 43.60(3)) that individual will be appointed by the chair of the county board and
84 confirmed by the county board. Pursuant to Wis. Stat. § 43.60(3), Walworth
85 County may in some cases appoint additional trustees to municipal library boards.
86 **Attachment D** details any such additional trustees that Walworth County may
87 appoint. Lakeshores Library System has fifteen member libraries within the two
88 counties. All fifteen of the libraries are municipal libraries.
- 89
- 90 C. Each year public libraries in the state of Wisconsin are required to file a Public
91 Library Annual Report with their system and the Division for Libraries Technology
92 and Community Learning (a copy of a submitted report is included as
93 **Attachment E**). Annual reports are completed online, and are freely available to
94 the public via the website of the Department of Public Instruction Public Library
95 Development Team. In addition to budget and circulation information that the
96 DLTCL requires, LLS requests each library to provide us with their circulation to
97 each municipality within Lakeshores Library System. This is done for each
98 community within Lakeshores and circulation to adjacent systems (copies of
99 agreements with adjacent public library systems are included as **Attachments F,**
100 **G, H**). The annual reports submitted by Walworth County libraries are reviewed
101 each year by the Walworth County Library Planning Committee.
- 102
- 103 D. Current residents within Lakeshores Library System use libraries in three other
104 systems in the area. Lakeshores Library System has agreements with these
105 adjacent library systems (Arrowhead, Bridges, and Kenosha County). For 2017, the
106 following circulation by residents of Walworth County, by adjacent system, was
107 reported to us by:
- 108
- 109 ○ Kenosha County Library System (3,087 Non-Library Residents)
 - 110 ○ Kenosha County Library System (978 With-Library Residents)
 - 111 ○ Arrowhead Library System (7,470 Non-Library Residents)

- Waukesha County - Bridges Library System (31,162 Non-Library Residents)
- Jefferson County - Bridges Library System (26,552 Non-Library Residents)

IV. Current funding of library services to county residents

For calendar year 2017, the Lakeshores Library System received direct or indirect funding for library services from the following sources and in the amounts given:

- State Aid to Lakeshores Library System for Services to Member Libraries (\$637,716)
- Walworth County Reimbursement to Libraries (\$1,628,230)
- Racine County Reimbursement to Libraries (\$2,244,121)
- Other Adjacent County Reimbursement to Libraries (\$95,882)

The total amount of funding devoted to direct or indirect support of library services in the Lakeshores Library Service area in 2017 was \$4,605,949 .

Annual reimbursement levels are set for each library by multiplying the three-year rolling average number of circulations to county residents without libraries by a set reimbursement rate.

To determine the reimbursement rate, funding amounts for each library are calculated according to Wis. Stat. § 43.12(b), then added together. That number is then divided by the three year average of circulations to Walworth County residents without libraries to produce the normalized cost per circulation (reimbursement rate).

For the 2021 funding year only, the following modification to library payments shall be made:

- A. Any county-formula-based library payments in excess of 100% of the calculation in § 43.12(b) shall be reduced. The amount of reduction shall be half of the difference between the § 43.12(b) 100% and the county-formula-based amount.**
- B. The combined amount of any payment reductions shall then be proportionally redistributed among any library payments that are less than 100% of the calculation in § 43.12(b).**
- C. If, after application of the modification, any library payments fall below the required 70% level of the calculation in § 43.12(b), the requested payment for the associated library shall be corrected to a level of 70%.**

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The total Walworth County funding request consists of the sum of annual reimbursement levels for qualifying libraries, plus access payment amounts required by intersystem agreements.

V. Goals and Actions

A. Goal: To provide for open access and equitable funding for library services provided to all county residents. County library plans must provide for this funding, per Wisconsin Statutes s.43.11 (3)(c). ~~Walworth County will reimburse each eligible public library 100 percent of the cost of library service provided to county residents who live in municipalities that do not maintain public libraries.~~

B. Walworth County will reimburse each eligible public library 100 percent of the cost of library service provided to county residents who live in municipalities that do not maintain public libraries.

~~Action: the standards used will be the latest edition of the Wisconsin Public Library Standards, as provided by the Division for Libraries, Technology, and Community Learning in addition to the service population figures that are available on January 1st of the plans year.~~

~~C. Action: libraries are required to meet the following Tier 1 standards by the December 31st prior to each funding year (example: a library must meet the standards by December 31, 2018 in order to receive funding for the 2019 funding year). Failure to meet the required standards will result in reimbursement levels at 70 percent of the cost of library service provided to county residents that do not live in a community that maintains a public library. (Attachment I, Appendix B of Wisconsin Public Library Standards)~~

- ~~a. Public use internet access devices per 1000 service population¹~~
- ~~b. Hours open to the public~~
- ~~c. Materials expenditures per capita²~~

¹ "Internet Access Devices" may include 1) public access computers, laptops or tablets, 2) wireless access points installed in the library and, 3) mobile wireless hotspots circulated by the library. Libraries must provide Lakeshores Library System with a list of these devices each year.

² "Materials expenditures per capita" may, for the purposes of this plan, include (but not be limited to) expenditures on electronic resources such as downloadable ebooks, audiobooks, and electronic databases.

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VI. Issues related to direct library services provided to county residents by the system or a county library service

Lakeshores Library System does not provide direct services to county residents at this time.

VII. Implementation

A. Libraries within Walworth County will be provided with a checklist of Division for Libraries, Technology, and Community Learning (DLTCL) basic recommended standards. ~~LLS will recommend that this checklist be included when filing a DPI Annual Report. Copies of the checklist will be provided to the members of the Walworth County Library Planning Committee.~~

~~B. If any libraries are not meeting the agreed upon standards, the Walworth County Library Planning Committee will meet to review the progress of libraries within the county. This committee will report to the county the extent to which libraries are meeting the standards set forth in this County Library Plan.~~

VIII. Future plans

A. The Walworth County Library Planning Committee shall submit a new proposed Library Plan to Walworth County no later than ~~June 4~~ August 1, 2021.

~~B. The Walworth County Library Planning Committee recommends a mechanism be developed to improve the amount of notice that the libraries in Walworth County have to adequately budget the resources necessary to appropriately meet the required standards.~~

219 **Attachment A**
220 **Text of Wisconsin Statutes § 43.11 and § 43.12**

221
222

223 **43.11 County library planning committees.**

224 **(1) CREATION.**

225 Any county board may appoint a county library planning committee under this section. If a
226 county board, in a county where all public library service is administered or coordinated by an
227 existing county library board or where there is a single-county public library system board,
228 determines to appoint a committee under this section, the existing library board may serve as
229 the county library planning committee. The county board shall notify the division immediately
230 upon appointment of the committee.

231 **(3) DUTIES AND POWERS.**

232 (a) The committee may prepare a new plan for the organization of a county or multicounty
233 system, revise an existing plan or change the boundaries of a public library system. It shall
234 conduct public hearings concerning these plans, revisions and changes to which representatives
235 of all libraries in the county shall be invited.

236 (b) The committee's final report, including a new plan, revisions to an existing plan or changes to
237 the boundaries of a public library system and copies of any written agreements necessary to
238 implement the proposal, shall be filed with the county board and submitted to the division. Plans
239 for multicounty systems shall include a method for allocating system board membership among
240 the member counties.

241 (c) The plan of library service for a county, whether for a single county or a multicounty system,
242 shall provide for library services to residents of those municipalities in the county not maintaining
243 a public library under this chapter. The services shall include full access to public libraries
244 participating in the public library system and the plan shall provide for reimbursement for that
245 access. Services may include books-by-mail service, bookmobile service, the establishment of
246 additional libraries or other services deemed appropriate by the committee. Services may be
247 provided by contracting with existing public libraries in the county or in adjacent counties or with
248 the public library system or by creating a county library organization under this chapter. The plan
249 of library service for a county may provide for improving public library service countywide and in
250 municipalities that have libraries. The plan shall specify the method and level of funding to be
251 provided by the county to implement the services described in the plan, including the
252 reimbursement of public libraries for access by residents of those municipalities in the county not
253 maintaining a public library.

254 (d) The plan of library services for a county may include minimum standards of operation for
255 public libraries in the county. The county shall hold a public hearing on any standards proposed

256 under this paragraph. The standards shall take effect if they are approved by the county and the
257 public library boards of at least 50 percent of the participating municipalities in the county that
258 contain, according to the most recent estimate prepared under s. [16.96](#), at least 80 percent of
259 the population of participating municipalities in the county.

260 (e) The plan of library services for a county may require that a municipality located in whole or in
261 part within the county that operates a public library compensate another municipality located in
262 whole or in part within the county that operates a public library whenever the latter public library
263 provides library services to residents of the municipality that operates the former public library.
264 The plan's compensation for each loan may not exceed the actual cost of the loan, as defined by
265 the department by rule.

266
267 **History:** [1971 c. 152](#); [1981 c. 20](#); [1985 a. 29, 177](#); [1993 a. 184](#); [1997 a. 150](#); [2005 a. 420](#).

268

269 **43.12 County payment for library services.**

270 (1) (a) By March 1 of each year, each of the following payments of not less than the minimum
271 amount calculated under par. (b) shall be made:

272 1. Except as provided in subd. [2.](#), by a county that does not maintain a consolidated public
273 library for the county under s. [43.57](#) and that contains residents who are not residents of a
274 municipality that maintains a public library under s. [43.52](#) or [43.53](#), to each public library in the
275 county and to each public library in an adjacent county, other than a county with a population of
276 at least 750,000 or a county that maintains a consolidated public library for the county.

277 2. If the adjacent county maintains a consolidated public library and provides the notice under
278 sub. [\(1m\)](#), by a county that does not maintain a consolidated public library for the county under
279 s. [43.57](#) and that contains residents who are not residents of a municipality that maintains a
280 public library under s. [43.52](#) or [43.53](#), to the consolidated public library for the adjacent county
281 providing the notice under sub. [\(1m\)](#).

282 3. If a county maintains a consolidated public library and provides a notice under sub. [\(1m\)](#), by
283 that county to each public library in an adjacent county, other than a county with a population of
284 at least 750,000, that provides a statement to the county under sub. [\(2\)](#).

285 (b) The minimum amount under par. (a) shall be calculated to equal 70 percent of the amount
286 computed by multiplying the number of loans of material made by the library during the prior
287 calendar year, for par. [\(a\) 1.](#) or [3.](#), to residents of the county who are not residents of a
288 municipality that maintains a public library under s. [43.52](#) or [43.53](#), or, for par. [\(a\) 2.](#), to residents
289 of the county who are not residents of a municipality that contains a branch of the consolidated
290 library, as reported under sub. [\(2\)](#), by the amount that results from dividing the total operational
291 expenditures of the library during the calendar year for which the number of loans are reported,

292 not including capital expenditures or expenditures of federal funds, by the total number of loans
293 of material made by the public library during the calendar year for which the loans are reported.
294 (c) The library board of the public library entitled to a payment under this subsection may direct
295 the county to credit all or a portion of the payment to a county library service or library system
296 for shared services.

297 **(1m)** If a county maintains a consolidated public library, the library shall provide a notice not
298 later than April 1 to any public library from which it requests payment under sub. [\(1\)](#).

299 **(2)** By July 1 of each year, each public library lying in whole or in part in a county shall provide a
300 statement to the county clerk of that county and to the county clerk of each adjacent county,
301 other than a county with a population of at least 750,000, that reports all of the following:

302 (a) The number of loans of material made by that library during the prior calendar year to
303 residents of the county, or adjacent county, who are not residents of a municipality that
304 maintains a public library under s. [43.52](#) or [43.53](#).

305 (b) If the library is in a county that is adjacent to a county with a consolidated library system, the
306 number of loans of material made by that library during the prior calendar year to residents of
307 the adjacent county who are not residents of a municipality that contains a branch of the
308 consolidated library.

309 (c) The total number of loans of material made by that library during the previous calendar year.

310 **(3)** A county may enter into an agreement with its participating municipalities or with a public
311 library system to pay no less than the amounts determined under sub. [\(1\)](#) to the public library
312 system for distribution to the public libraries that participate in that system.

313 **(4)** Upon request of a county clerk, a public library shall provide access to all books and records
314 used to determine the amount computed under sub. [\(2\)](#).

315 **(5m)** Nothing in this section prohibits a county from providing funding for capital expenditures.

316 **(6)** The county library board or, if no county library board exists, the county itself, shall either
317 distribute the aid provided by the county to the public libraries, as provided in the plan prepared
318 under s. [43.11](#), or shall transfer the aid for distribution to the public library system in which it
319 participates.

320 **(7)** This section does not apply to a county having a population of 750,000 or more.

321 **(8)** For the purposes of this section, a county that provides library service solely under s. [43.57](#)
322 [\(2m\)](#) is a county that maintains a consolidated public library, and a tribal college-county joint
323 library under s. [43.57 \(2m\)](#) is a branch of the consolidated library.

324

325 **History:** [1997 a. 150](#); [2005 a. 226, 420](#); [2007 a. 97](#); [2013 a. 157](#); [2015 a. 306](#); [2017 a. 207](#), s. [5](#).

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328 **Attachment B**
329 **List of Walworth County Library Planning Committee Members**

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- 332 ● Brian Broga - Elkhorn
- 333 ● Signe Emmerich - East Troy
- 334 ● Laurie Kant-Hull - Delavan
- 335 ● Susan Metzner - Elkhorn
- 336 ● ~~Edgar "Skip" Mosshamer - Williams Bay~~
- 337 ● Jill Rodriguez - Lake Geneva
- 338 ● Vacant (as of spring 2018)

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340 **All of the current members of the Walworth County Library Planning Committee are also
341 currently members of the Lakeshores Library System Board of Trustees.

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344 **Attachment C**

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346 **Non-Exhaustive List of Library Services Offered Throughout Racine**
347 **and Walworth Counties**

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Circulation of Physical Library Materials

- Books
- Magazines & Newspapers
- DVDs
- Blu-Ray Discs
- Microfilm & Microfiche
- Children’s Board Books
- Video Games
- Non-traditional materials such as tools, fishing rods, cameras and kayaks

Circulation of Electronic Library Materials

- eBooks
- Downloadable Audiobooks
- Downloadable Magazines
- Tablets & eReaders available for checkout
- Self-contained audiobooks available for checkout

Electronic Resources & Databases

- Online language instruction software
- Ancestry.com
- Heritagequest.com
- ReferenceUSA
- Wisconsin Housing Search
- EBSCO Host Database
- Online Auto Repair Reference Center
- Consumer Reports
- Numerous online archives
- Business Source Premier
- Morningstar Research

Free Entertainment, Events, Meetings, Etc.

- Local movie nights
- Summer Story Wagon
- Summer Reading Program
- Storytimes
- History lectures
- Author visits & book signings
- Meeting rooms available for public/municipal/county use
- After-school events (math clubs, etc.)
- Book clubs
- Craft nights

Other Services

- Wireless Internet Access Devices
- In-person, telephone or email/chat based reference librarian service
- High Speed WiFi
- Public Computers
- Photocopiers
- Microfilm Readers
- 3d Printers
- VHS to DVD Conversion
- Tax help workshops
- School visits & collaboration with school media programs
- 1,000 Books Before Kindergarten program (free smartphone app)
- Curated resource lists for small business development

Employment, Job Skills & Workforce Development Services

- Resume Help
- Basic Computing Instruction
- Gale Courses (300+ online courses)
- Job Boards

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350 **Attachment D**

351 **Table of Libraries That May Receive Additional County Board**

352 **Appointments**

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Name of Library	Municipal Appropriation	County Appropriation	Max # County Appointments to Library Board
Aram Public Library	\$310,000	\$168,054	3
Barrett Memorial Library	\$144,721	\$125,502	4
Brigham Memorial Library	\$73,732	\$12,887	1
Burlington Public Library	\$405,500	\$103,081	1
Darien Public Library	\$75,000	\$25,713	2
East Troy Lions Public Library	\$144,150	\$96,301	4
Fontana Public Library	\$230,814	\$33,711	0
Genoa City Public Library	\$79,186	\$65,951	4
Lake Geneva Public Library	\$441,800	\$250,366	3
Matheson Memorial Library	\$395,247	\$374,203	4

Walworth Memorial Library	\$160,562	\$57,642	2
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359 **Attachment E**
360 **Example of a Wisconsin Public Library Annual Report (First and Last**
361 **Pages)**



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 1-18)

S. 43.05(4) & 43.58(6)

FOR THE YEAR 2017

INSTRUCTIONS: Complete and return two (2) original signed copies of the form and attachments to your system headquarters.

Board-approved, signed annual reports for 2017 are due to the DPI Division for Libraries and Technology no later than March 1, 2018.

I. GENERAL INFORMATION					
1. Name of Library Walworth Memorial Library			2. Public Library System Lakeshores Library System		
3a. Head Librarian First Name Bobbi	3b. Head Librarian Last Name Sorrentino	4a. Certification Grade Gr 2	4b. Certification Type Regular	5. Certification Expiration Date 09/30/2019	
6a. Street Address 525 Kenosha St., Ste. L	6b. Mailing Address or PO Box PO Box 280	7. City / Village / Town Walworth	8a. ZIP 53184	8b. ZIP4 0280	9. County Walworth
10. Library Phone Number (262)275-6322	11. Fax Number (262)275-5315	12. Library E-mail Address of Director sorrenti@walworth.lib.wi.us			
13. Library Website URL www.walworth.lib.wi.us		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? Yes	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
19a. Winter Hours Open per Week 48	19b. Number of Winter Weeks 26	19c. Summer Hours Open per Week 48	19d. Number of Summer Weeks 26		
20. Square Footage of Public Library 10,000	21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year? No		22. DUNS Number <i>Nine digits</i> 159321207		
II. LIBRARY COLLECTION					
		a. Number Owned / Leased		b. Number Added	
1. Books in Print <i>Non-periodical printed publications</i>		30,155		1,229	
2. Electronic Books <i>E-books</i>		192,019			
3. Audio Materials		1,108		43	
4. Electronic Audio Materials <i>Downloadable</i>		54,143			
5. Video Materials		2,705		248	
6. Electronic Video Materials <i>Downloadable</i>		1,077			
7. Other Materials Owned <i>Describe</i> Puppets		74			
8. Electronic Collections <i>Locally Owned or Leased</i>		3			
9. Total Electronic Collections <i>Local, regional, and state</i>		53			
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>		58			

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats. A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and county library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your public library system [s. 43.15(4)(c)3].
- The library has 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 its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature ➤ Catherine Schwenn	Name of President <i>Print or type</i> Catherine Schwenn	Date Signed 2-19-2018
Library Director / Head Librarian Signature ➤ Bobbi Sorrentino	Name of Director / Head Librarian <i>Print or type</i> Bobbi Sorrentino	Date Signed 2-19-18

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.*

County
Walworth

The Walworth Memorial Library Board of Trustees hereby states that in 2017, the
Name of Public Library

Lakeshores Library System
Name of Public Library System / Service

Indicate with an X one of the following two statements.

- Did** provide effective leadership and adequately meet the needs of the library.
- Did not** provide effective leadership and adequately meet the needs of the library.

Explanation of library board's response. *Attach additional sheets if necessary.*

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Attachment F

2018 INTERSYSTEM AGREEMENT
between
Bridges Library System – Waukesha County
and
Lakeshores Library System – Walworth County

Whereas, it is to the advantage of the people of the Bridges Library System and the Lakeshores Library System, *Walworth County* libraries, that library materials be accessible to them; and

Whereas, library systems have been developed to promote access to materials available in organized collections in locally supported public libraries;

Therefore, the parties to this agreement, in order to fulfill their obligations and purposes in accordance with Sec. 43.17(6) and Sec. 43.24 of the Wisconsin Statutes,

Hereby, do agree on behalf of the people in their areas and the public libraries that constitute their systems to allow any person holding a valid borrower's card from any library belonging to either system to have access to all of the libraries belonging to either system. This arrangement, generally referred to as reciprocal borrowing, will be subject to the following conditions:

1. Patrons who borrow materials under this agreement are required to:
 - a) conform to the rules and regulations of the library from which they borrow;
 - b) present a valid borrower's card issued by their local library or by their library system as evidence of their eligibility for this service;
 - c) pay promptly all delinquency charges which may accrue against them.
2. The systems agree to assist each other, if necessary and upon request, in recovering materials.
3. Participating libraries may limit reciprocal borrowing to specific classes of materials at their discretion, but are encouraged to provide unlimited access to materials that are available locally.
4. The systems agree to replace materials which are borrowed by their participating member libraries and are lost or destroyed as a result of intersystem borrowing in accordance with this agreement. They further agree that reasonable efforts will be made to reclaim such material or its value from the patron or library responsible for such loss or destruction.
5. Materials may be returned to any member library of either system; it will be the system's responsibility to return the materials to the originating library.
6. Should the circulation of materials from any member library to residents of the other system exceed five hundred (500), the member library may request remuneration according to Wisconsin Statutes 43.17(11), and may refuse to honor valid borrowers' cards if the request is denied by the other system.
7. Beginning in 2009, reimbursement to libraries for use of those libraries by residents of counties residing in areas not served by a public library will be increased or decreased by 5 percentage points per year until the 70% reimbursement level is met. The library systems involved will extend their financial services to disburse funds as provided for with local formulas.

This agreement shall become effective January 1, 2018, and remain in force until the end of the calendar year. This agreement shall be subject to such modification as may be mutually agreeable. Should either party wish to terminate this agreement, notice must be received by August 1.

C:\Users\janice\Documents\Janice\Contracts\Bridges Intersystem Agreement - WalCo 18.docx

- MEMORANDUM OF AGREEMENT -

**2018 Bridges/Lakeshores Library System Intersystem Agreement
(Walworth County Libraries)**

70% state average unit cost - previous year					\$	4.36
times Walworth Co circulation to Bridges-Waukesha Co residents without libraries						483
					\$	2,106
				70%	\$	1,474
Bridges formula payment to LLS for Walworth County Libraries						\$ 1,474
70% state average unit cost - previous year					\$	4.36
times Bridges-Waukesha Co circulation to Walworth Co residents without libraries						30,904
					\$	134,741
				70%	\$	94,319
LLS formula payment to Bridges-Waukesha Co for Walworth County Libraries						\$ 94,319

*Bridges Library System agrees to pay Lakeshores Library System in two equal payments on or before April 30 and September 31: **\$1,474***

*Lakeshores Library System agrees to pay Bridges Library System in two equal payments on or before April 30 and September 31: **\$94,319***

Bridges Library System

Robert N. Miller
Board President

Connie Meyer
System Administrator

7/18/17
Date

7-18-17
Date

Lakeshores Library System Board

Robert N. Miller
Board President

Stephen O.
System Administrator

9.19.2017
Date

9.22.17
Date

6/15/2017 - C:\Users\janice\Documents\Janice\Contracts\Bridges Intersystem Agreement - WalCo 18.docx

400 Attachment G
401 Intersystem Agreement - Kenosha County Library System
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2018 INTERSYSTEM AGREEMENT
between
Kenosha County Library System
and
Lakeshores Library System – Walworth County

1. This agreement is by and between Lakeshores Library System, *Walworth County* libraries, hereinafter called LLS, and Kenosha County Library System, hereinafter called KCLS. 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 Kenosha Counties. Therefore, KCLS and LLS agree to the following: The KCLS and LLS member libraries will provide library services to any validly registered borrower of any other participating library in Kenosha, 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, check out of books, films, records, audiocassettes, compact disks and videocassettes. The services shall also include availability of storytimes and other public programs and use of microcomputers. 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 other 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. As made necessary by the provisions of Ss. 43.17(11), the systems will annually obtain agreements from their member libraries to allow them to negotiate an agreement on their behalf and agree to the terms and conditions thereof
5. The systems will conduct at least semi-annual surveys of circulation, or daily counts depending on the capabilities of each library's circulation systems. The surveys will detail use by each town, village and city in the other system. The surveys will take place by April 30 and October 30 of each year. Both systems agree to provide the resulting data, whether from surveys or daily counts, to one another within 30 days of collection, if requested.
6. The systems agree to provide total town, village and city circulation, at one another's systems annually by April 30 of the succeeding year, if requested.
7. Both systems recognize that changes in Wisconsin Statute 43.17(11) and changes in traffic patterns required changes in long standing practices funding agreements, and consequently agree to the distributions noted in the attached Memorandum of Agreement for 2018. For 2018 and thereafter, the systems agree that: on or before August 1, the parties shall enter into good faith negotiations for the calculation of circulation data, discount rates, the setting of formula assumptions, and the renewal of the agreement.
8. This agreement is effective from the date of its signing by both parties. It shall be automatically renewed on January 1st of every subsequent year unless one of the parties gives notice of its intent to terminate the contract no less than ninety (90) calendar days prior to January 1st of the next year.
9. Subject to the terms and conditions of the agreement between the Lakeshores Library System and Kenosha County Library System, the systems agree to the following payments for the calendar year beginning January 1, 2018, and ending December 31, 2018.
10. Amendments for calendar year (if any):
11. This agreement supersedes any and all previous agreements.

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**- MEMORANDUM OF AGREEMENT -
Kenosha/Lakeshores Library System - Walworth County
2018 Intersystem Agreement**

25% state average unit cost - previous year	\$ 4.36
times Walworth Co. circulation to Kenosha Co. residents with libraries	<u>1,345</u>
	\$ 5,864
	25% \$ 1,466
70% state average unit cost - previous year	\$ 4.36
times Walworth Co. circulation to Kenosha Co. residents without libraries	<u>7,571</u>
	\$ 33,010
	70% \$ 23,107
Kenosha Co. formula payment to LLS for Walworth County Libraries	\$ 24,573
25% state average unit cost - previous year	\$ 4.36
times Kenosha Co. circulation to Walworth Co. residents with libraries	<u>1,945</u>
	\$ 8,480
	25% \$ 2,120
70% state average unit cost - previous year	\$ 4.36
times Kenosha Co. circulation to Walworth Co. residents without libraries	<u>2,079</u>
	\$ 9,064
	70% \$ 6,345
LLS formula payment to Kenosha Co. for Walworth County residents	\$ 8,465

For Circulation to Kenosha County Residents, Kenosha County Library System agrees to pay Lakeshores Library System in two equal payments on or before April 30 and September 30: \$24,573

For Circulation to Walworth County residents, Lakeshores Library System agrees to pay Kenosha County Library System in two equal payments on or before April 30 and September 30: \$8,465

Kenosha County Library System Board

Noel Miller
Chairperson

Barbara Bruttner
System Administrator

7/10/17
Date

7-10-17
Date

Lakeshores Library System Board

Robert N. Miller
Chairperson

Stephen O...
System Administrator

9.19.2017
Date

9-22-17
Date

408 Attachment H
409 Intersystem Agreement - Arrowhead Library System
410

**2018 INTERSYSTEM AGREEMENT
between
Arrowhead Library System
and
Lakeshores Library System**

Whereas, it is to the advantage of the people of the Arrowhead Library System and the Lakeshores Library System that library materials be accessible to them; and

Whereas, library systems have been developed to promote access to materials available in organized collections in locally supported public libraries;

Therefore, the parties to this agreement, in order to fulfill their obligations and purposes in accordance with Sec. 43.17(6) and Sec. 43.24 of the Wisconsin Statutes,

Hereby, do agree on behalf of the people in their areas and the public libraries that constitute their systems to allow any person holding a valid borrower's card from any library belonging to either system to have access to all of the libraries belonging to either system. This arrangement, generally referred to as reciprocal borrowing, will be subject to the following conditions:

1. Patrons who borrow materials under this agreement are required to:
 - a) conform to the rules and regulations of the library from which they borrow;
 - b) present a valid borrower's card issued by their local library or by their library system as evidence of their eligibility for this service;
 - c) pay promptly all delinquency charges which may accrue against them.
2. The systems agree to assist each other, if necessary and upon request, in recovering materials.
3. Participating libraries may limit reciprocal borrowing to specific classes of materials at their discretion, but are encouraged to provide unlimited access to materials that are available locally.
4. The systems agree to replace materials which are borrowed by their participating member libraries and are lost or destroyed as a result of intersystem borrowing in accordance with this agreement. They further agree that reasonable efforts will be made to reclaim such material or its value from the patron or library responsible for such loss or destruction.
5. Materials may be returned to any member library of either system; it will be the system's responsibility to return the materials to the originating library.
6. Should the circulation of materials from any member library to residents of the other system exceed five hundred (500), the member library may request remuneration according to Wisconsin Statutes 43.17(11), and may refuse to honor valid borrowers' cards if the request is denied by the other system.
7. Beginning in 2009, reimbursement to libraries for use of those libraries by residents of counties residing in areas not served by a public library will be increased or decreased by 5 percentage points per year until the 70% reimbursement level is met. The library systems involved will extend their financial services to disburse funds as provided for with local formulas.

This agreement shall become effective January 1, 2018, and remain in force until the end of the calendar year. This agreement shall be subject to such modification as may be mutually agreeable. Should either party wish to terminate this agreement, notice must be received by August 1.

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- MEMORANDUM OF AGREEMENT -

**Arrowhead/Lakeshores Library System
2018 Intersystem Agreement**

70% state average unit cost - previous year	\$ 4.36
times Walworth Co. circulation to ALS residents without libraries	<u>1,351</u>
	\$ 5,890
	70% \$ 4,123
 ALS formula payment to LLS for Walworth County Libraries	 \$ 4,123
 70% state average unit cost - previous year	 \$ 4.36
times ALS circulation to Walworth Co. residents without libraries	 <u>7,948</u>
	\$ 34,653
	70% \$ 24,257
 LLS formula payment to ALS for Walworth County Libraries	 \$ 24,257

Arrowhead Library System agrees to pay Lakeshores Library System in two equal payments on or before April 30 and September 30: \$4,123.

Lakeshores Library System agrees to pay Arrowhead Library System in two equal payments on or before April 30 and September 30: \$24,257.

Arrowhead Library System Board

Lakeshores Library System Board

 7/12/17
Board President Date

 9.19.2017
Board President Date

 7/12/17
System Administrator Date

 9.22.17
System Administrator Date

417 Attachment I
 418 Quantitative Standards by Service Population

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Quantitative Standards by Service Population

Based on 2016 public library annual report data

**To calculate Service Population, see Appendix C*

Hours Open

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	25	30	37	40	46	50	53	58	60	63	66	67
Tier 2	29	35	40	45	50	54	58	60	63	65	67	69
Tier 3	36	42	47	52	56	58	62	65	67	69	70	71

Volumes Held per Capita (Print)

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	8.0	6.6	5.5	5.0	4.0	3.5	3.2	2.7	2.5	2.4	2.2	2.0
Tier 2	10.7	9.0	7.4	6.2	5.1	4.2	3.6	3.2	2.8	2.6	2.4	2.2
Tier 3	15.0	12.3	10.5	8.8	7.2	6.0	5.0	4.2	3.7	3.2	2.8	2.7

FTE Staff per 1,000 Service Population

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	1.0	0.8	0.6	0.6	0.5	0.6	0.5	0.5	0.5	0.4	0.4	0.4
Tier 2	1.3	1.0	0.8	0.7	0.6	0.6	0.5	0.5	0.5	0.5	0.5	0.5
Tier 3	1.9	1.6	1.3	1.1	1.0	0.8	0.8	0.7	0.7	0.6	0.6	0.6

Materials Expenditures per Capita

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	\$6.56	\$5.50	\$4.75	\$4.25	\$4.00	\$3.80	\$3.75	\$3.68	\$3.56	\$3.32	\$3.28	\$3.18
Tier 2	\$9.50	\$7.62	\$6.43	\$5.84	\$5.50	\$5.12	\$4.88	\$4.85	\$4.76	\$4.52	\$4.25	\$3.72
Tier 3	\$15.00	\$12.00	\$10.00	\$8.68	\$7.76	\$7.37	\$7.00	\$6.78	\$6.41	\$6.00	\$5.41	\$4.63

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Collection Size (Print, Audio and Video) per Capita

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	11.8	8.5	6.7	5.6	4.4	3.9	3.8	4.0	3.8	3.3	3.1	2.3
Tier 2	18.4	13.0	9.3	6.8	5.8	4.7	4.4	4.3	4.3	3.7	3.4	2.8
Tier 3	20.5	15.6	12.1	9.9	8.3	7.3	6.2	5.9	5.2	4.3	3.7	3.2

Periodical Subscriptions Held per 1,000 Population (Print)

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	15.8	14.6	13.5	12.1	10.9	9.3	8.0	6.8	5.7	4.6	3.8	3.5
Tier 2	29.6	24.0	20.0	16.2	13.2	10.9	9.2	7.8	6.7	5.7	4.7	3.7
Tier 3	43.9	36.4	28.2	23.3	18.6	15.3	12.3	10.1	8.9	7.2	5.7	4.5

Audio Recordings Held per Capita

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	0.44	0.32	0.30	0.27	0.23	0.22	0.21	0.20	0.20	0.19	0.17	0.15
Tier 2	0.78	0.52	0.50	0.41	0.37	0.35	0.32	0.30	0.29	0.28	0.27	0.23
Tier 3	0.92	0.83	0.68	0.59	0.52	0.50	0.47	0.41	0.35	0.31	0.28	0.25

Video Recordings Held per Capita

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	1.28	0.93	0.77	0.64	0.52	0.48	0.40	0.31	0.28	0.23	0.21	0.17
Tier 2	2.39	1.33	0.93	0.71	0.58	0.50	0.42	0.36	0.34	0.33	0.31	0.26
Tier 3	2.93	2.15	1.58	1.19	0.89	0.74	0.63	0.61	0.52	0.42	0.36	0.34

Public Use Internet Computers per 1,000 Population

	999 and under	1,000 to 1,999	2,000 to 2,999	3,000 to 4,999	5,000 to 6,499	6,500 to 8,999	9,000 to 12,999	13,000 to 18,999	19,000 to 34,999	35,000 to 69,999	70,000 to 99,999	100,000 and over
Tier 1	6.61	3.20	2.30	1.56	1.34	1.13	0.93	0.88	0.78	0.77	0.75	0.73
Tier 2	8.36	4.56	2.92	2.07	1.64	1.42	1.25	1.10	1.02	0.97	0.78	0.74
Tier 3	10.80	5.68	3.82	2.92	2.37	2.00	1.68	1.54	1.39	1.24	1.02	0.84

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