

MARQUETTE COUNTY

LIBRARY SERVICE PLAN

2011

AGREEMENT

THIS AGREEMENT is by and between **Marquette County**, a State of Wisconsin Municipal Corporation, hereinafter called "COUNTY," and the Winnefox Library System, a public library system organized in accordance with Chapter 43 of the Wisconsin Statutes, hereinafter called "WINNEFOX."

WITNESSETH

WHEREAS, in accordance with Wisconsin Statutes, Section 43.15(4)(b), the County may participate in a federated public library system if it does all of the following:

1. Adopts and maintains the plan of library service submitted and approved under Section 43.11(3) and 43.13(1).
2. Provides the financial support for library services required under sub. (2). [43.15(2)]
3. Enters into a written agreement with the public library system board to participate in the system and its activities and to furnish library services to residents of those municipalities in the county not maintaining a public library, and

WHEREAS, the plan of library service for a county... (43.11 [3] [c]) shall provide for library services to residents of those municipalities in the county not maintaining a public library under Chapter 43. The services shall include full access to public libraries in the county participating in the public library system. The plan shall specify the method and level of funding to be provided by the county to implement the services described in the plan and shall describe the services to be provided by the public library system and the allocation of state and county aid to fund those services, and

WHEREAS, Winnefox has been organized and operates as a federated public library system within the meaning of Section 43.19 Wisconsin Statutes, and

WHEREAS, Winnefox, must, in order to qualify for and maintain its eligibility for state aid provide all services outlined in Section 43.24(2) of the Wisconsin Statutes; and

WHEREAS, it is in the best interest of Marquette County to contract with Winnefox to provide for the extension and development of library services described in the Long-Range Plan of Library Service, hereinafter called the Plan, a copy of which is attached hereto.

NOW IT IS HEREBY AGREED as follows:

1. The Marquette County Board of Supervisors authorizes the Winnefox Library System to negotiate and execute such Agreements as are necessary to implement the Plan attached hereto for the calendar year 2007 And each subsequent year for

the life of the plan.

2. The County agrees to participate in the Winnefox Library System and its activities.
3. The County agrees that all of the public libraries in Marquette County should be *compensated* for serving Marquette County residents living outside of municipalities that maintain libraries. Accordingly, the Marquette County Library Advisory Committee, composed of the Directors of the libraries located within Marquette County, shall present an annual funding request formulated according to the following methodology:
 - a. As of each June 30, the Endeavor, Montello, Neshkoro, Oxford, Packwaukee and Westfield public libraries each shall determine their operational budgets for the last fiscal year. The operational budget shall include funds raised from city or village, town and county funds only, and shall exclude funds generated from fines, fees, grants, donations or the like. (The County therefore will not be charged a percentage of grant, fine or similar types of revenue.)
 - b. Winnefox will use the latest population estimates available from the Wisconsin Department of Administration to determine the percentage of county population residing outside of municipalities that maintain a library.
 - c. The percentage of county residents living outside of municipalities that maintain libraries shall be multiplied by each library's operational budget *less utilities*. The resulting amount (operating budget x percentage of non-resident population) equals the maximum amount requested from Marquette County by libraries within the county including funding for WCTS.
4. The methodology for determining the *allocations* from Marquette County to the participating libraries shall be as follows:
 - a. A base payment equal to 70% of the actual cost of serving county residents as determined from data reported on the latest State Annual Reports submitted by the libraries. (The methodology of determining cost" is outlined in Wis. Stat. 43.12(1).)
 - b. \$2.50 for each hour open during the last fiscal year.
 - c. Any funds remaining after credit for the number of hours open will be equally divided between the county libraries.
5. Funding allocated to The Winnefox Cooperative Technical Services (WCTS) is based on the projected cost of serving libraries in Marquette County for the year of the agreement. If the cost of services exceeds funding, libraries may be expected to pay for some service from other funds. If funding exceeds the cost of services provided, the excess will be equally divided between the county libraries.
6. Nothing in the funding formula shall preclude the libraries from requesting grant funds, or special project funds, for a specific purpose. Approval of such a request shall be at the discretion of the County.

7. The County shall be entitled to membership on the library boards of the participating libraries as provided in sec. 43.60(3), Wis. Stats. Appointment of County members of the library boards shall be made by the Marquette County Board Chairman, subject to confirmation by the Marquette County Board of Supervisors.
8. The County designates the Rural Planning Committee and the Marquette County Librarians Advisory Committee as the Marquette County Library Planning Committee.
9. The borrower registration records of participating libraries may be audited by an official of Marquette County appointed by the Chairman or County Board for the purpose of ascertaining that registration procedures for borrowers are applied equally to both city and county residents and that borrower percentage figures described in the Plan are accurate. In no manner can an audit violate provisions of sec. 43.30, Wis. Stats. which relates to confidentiality of library records, or library policy.
10. The parties further agree to work cooperatively to further improve public library service to County residents.
11. Winnefox agrees to provide such financial or operational reports of its activities, as the County deems appropriate and desirable.
12. Winnefox will present a request for a County library appropriation in accordance with the County's budgeting procedures and will distribute any such funds to the participating libraries on the basis of Member Library Agreements and the Plan.
13. This Agreement shall become effective January 1, 2007 and will remain in effect through December 31, 2011, the life of the attached long-range plan. This Agreement may be amended at anytime by mutual agreement of both parties. The parties may abrogate it only by following procedures outlined in Wisconsin Statute 43.18.

APPENDIX A: Long-Range Plan of Library Service - Marquette County 2007 - 2011

ATTACHMENT: Funding request for 2011

IN THE PRESENCE OF:

MARQUETTE COUNTY, a State of
Wisconsin Municipal Corporation,
("COUNTY)

By: Howard Zellmer, Chairman

Donna Seddon, County Clerk

Dated: _____

IN THE PRESENCE OF:

WINNEFOX LIBRARY SYSTEM
(WINNEFOX)

By: Paul Wade, WLS Board President

Jeff Gilderson-Duwe, Director

Dated _____

Marquette County Long Range Plan of Library Service 2007 – 2011

Statement of Principles:

1. The people of Marquette County should have convenient access to all library services being provided by all county municipal libraries within the county on the same terms as local municipal residents supporting such libraries. The people should be free to use any or all libraries at their discretion.
2. Nothing in the county plan of service or the formula for reimbursement should inhibit the ability of the libraries to aggressively promote the use of libraries by all county residents.
3. The participating libraries recognize a responsibility to provide library services in the most cost effective manner. Each library will initiate or continue a planning process, including shared automation projects and cooperative reference access, in order to provide the most needed services in the most cost-effective way.
4. The participating libraries recognize that there is an illiteracy problem in the county, and the libraries have a responsibility and an important role to play in community efforts to combat illiteracy.
5. The participating libraries recognize that lifelong learning is an important part of civic life and that the libraries have a responsibility and an important role to play in insuring that all residents have access to informational and educational resources.
6. Residents of those municipalities with libraries should be assured access to the other libraries in Marquette County. No compensation will be necessary when respective use is determined to be *reciprocal*.
7. Residents of Marquette County should have access to the resources of other libraries within the Winnefox Library System. It is the responsibility of the County to reimburse libraries for that service. (Wis. Stat. 43.11(3)(c)) in accordance with the Plan. No compensation shall be necessary when respective use between the counties is *reciprocal*.
 - a. Marquette County shall provide reimbursement to Winnefox member libraries serving Marquette County residents living outside of municipalities with libraries at the same level of reimbursement (excluding grants and support for shared services) as is paid to Marquette County libraries.
 - b. Winnefox Library System member libraries located outside Marquette County electing to request payment must submit a bill for service provided in the preceding calendar year to the County Library Services Committee by August

1 of each year so that an amount may be budgeted for the following fiscal year.

8 Residents of the Winnefox Library System should have access to the resources of other libraries outside of the Winnefox Library System. No compensation will be necessary when respective use between systems is determined to be *reciprocal*.

Library Service Priorities 2007 through 2011:

Residents of Marquette County enjoy the opportunity of receiving service from six unique libraries located within the county. The priorities and activities listed below are examples of priorities found in individual plans and policies and will be undertaken by one or more libraries.

Priority I: All libraries in Marquette County recognize the value of establishing reading skills in youth as a basis for lifelong learning and will continue to consider services to children and families to be of primary importance.

Activities:

1. The libraries will utilize the services of the Winnefox Marketing Consultant to extend services to non-users through a library card sign-up campaign and other means.
2. Recruit new preschoolers for weekly story hours by contacting and inviting local day care centers.
3. Correlate library story hours with preschool curriculum
4. Implement after school programs.
5. Continue to offer summer reading programs and attempt to get more involvement, perhaps by starting a teenage or adult summer reading programs.

Priority II: The libraries in Marquette County will continue as centers of community life for all residents of Marquette County.

Activities:

1. Support community events by providing resources such as meeting space, publicity, or cosponsoring activities with other county organizations.
2. Become the primary resource for community information for all county residents by collecting and disseminating brochures, maintaining bulletin boards, disseminating tourist information, etc.
3. Provide a local history/genealogy section recognizing the contributions of veterans and other citizens to Marquette County.
4. Provide a comfortable atmosphere within libraries for visiting and meeting with neighbors.
5. Examine community need and change hours as needed to reflect community preferences.

6. Provide a variety of support services to the greater Marquette County community that may not be readily available elsewhere such as tax forms, a copy machine, fax machine, public access computers, etc.
7. Provide lectures, classes, etc. of interest to adult library users.

Priority III: Marquette County Libraries will play a lead role in providing access to information technology to all citizens of the county, and they will take a lead role in promoting information literacy in the county.

Activities:

1. Provide public access to the Internet as well as one-on-one training for those that need it.
2. Increase the number of personal computers available for public use, especially those connected to the Internet.
3. Make available to the public at least one computer with word processing software for creating resumes, letters, or any other personal need.
4. Work with the library system to increase the number of licensed databases available to the public through library web pages.
5. Provide classes to the public in using information technology such as how to use Ebay, assistance with distance education, etc.
6. Make sure that all computers within each library are updated frequently enough that the public service is not limited by equipment obsolescence. (Replace all computers on an average of every 5 years.)

Priority IV: Marquette County libraries will work closely with local schools and families that home school their children as partners in the educational process.

Activities:

1. Consult with school staff to obtain information on curriculum needs to provide better resources for students' homework needs.
2. Provide book talks and other programs in classrooms to encourage students to visit the library.
3. Encourage class visits to the library including visits from Headstart and preschools.
4. Sponsor displays on behalf of the schools such as student art works.
5. Consult with local and statewide organizations to ascertain material needs of home school families.

Priority V: County libraries recognize the need to serve all citizens of the county, including those with disabilities and other special needs.

Activities:

1. Form partnerships with both public and private sector service providers to both assess the needs of disabled individuals in the county and reach those in need of library services.
2. Continue to offer adaptive technology to make sure that all facilities and technology is user friendly to all including those with disabilities.
3. Increase the availability of home delivery of material utilizing volunteers.

4. Offer materials in large print, Spanish, and other alternative formats.

Priority VI: County libraries will be proactive in meeting changing needs within the county.

Activities:

1. Work with groups representing new immigrants, Headstart, family first, etc., to support mutual efforts to teach English.
2. Work with the Literacy Volunteers of Marquette County to provide learning material for adult new readers in the county.
3. County libraries will provide alternative information formats, such as audiobooks, and adult easy readers for those with low reading/literacy skills.
4. Library directors will continue to attend Library Advisory Committee meetings and meetings of other community organizations to discuss mutual concerns.
5. Continually evaluate usage patterns within the libraries, discontinuing services that are no longer relevant while seeking out new services to meet emerging needs.
6. Continue to provide services to summer residents, tourists, and other visitors to Marquette County.
7. Revisit and update the long-range plan on a regular basis.
8. Stay in touch with governmental officials soliciting their opinions regarding community needs.

Priority VII: Libraries within Marquette County will facilitate lifelong learning for all residents of the county.

Activities:

1. Consider adult learning needs to be a collection development priority.
2. Provide quiet areas for study as well as access to the latest in distance learning technology.
3. Increase programming for adults.
4. Develop and expand online reference capabilities with the assistance of the Winnefox Library System.
5. Continue to expand the resources of the library beyond the walls using ILL and electronic resources.

Evaluation

Each year, prior to annual funding requests, County Libraries will present a report to the Marquette County Rural Planning Committee and County Board detailing progress on service priorities listed above. The committee will be provided with appropriate statistics, and other information, to assess the effectiveness of county libraries.

Attachment:

Marquette County Library Funding Request 2011

The Winnefox Library System, on behalf of public libraries in the county, submits the following request for funding library services during 2011 according to the formula outlined in the Marquette County membership agreement with the Winnefox Library System.

\$110,044 Reimbursement to Marquette County libraries for service provided to county residents living outside municipalities with libraries:

Endeavor Public Library	10,117
Montello Public Library	33,102
Neshkoro Public Library	9,869
Oxford Public Library	6,207
Packwaukee Public Library	3,351
Ethel Everhard Memorial Library, Westfield	47,397

\$42,514 Winnefox Cooperative Technical Services (WCTS):

\$ 152,557 County Library Funding 2011