

MARQUETTE COUNTY

LIBRARY SERVICE PLAN

2016

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 2012 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. 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 Executive and Finance 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, 2012 and will remain in effect through December 31, 2016, 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 2012 – 2016**

**ATTACHMENT: Funding request for 2016**

IN THE PRESENCE OF:

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

\_\_\_\_\_

By: Bob Miller, Chairman

\_\_\_\_\_

Gary Sorensen, County Clerk

Dated: \_\_\_\_\_

IN THE PRESENCE OF:

WINNEFOX LIBRARY SYSTEM  
(WINNEFOX)

\_\_\_\_\_

By: Barbara Asmus, WLS Board President

\_\_\_\_\_

Jeff Gilderson-Duwe, Director

Dated \_\_\_\_\_

## **Marquette County Long Range Plan of Library Service 2012 – 2016**

### **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. In accordance with Sec 43.12 of Wisconsin Statutes, Marquette County shall provide reimbursement to Winnefox member libraries serving Marquette County residents living outside of municipalities with libraries.
8. Residents of the Winnefox Library System should have access to the resources of other libraries outside of the Winnefox Library System. In accordance with Sec 43.12 of Wisconsin Statutes, Marquette County shall provide reimbursement to Winnefox member libraries serving Marquette County residents living outside of municipalities with libraries.

## **Library Service Priorities 2012 through 2016:**

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.

- Continue developing special “well-marked’ collections for beginning, struggling, and reluctant readers. Aggressively promote these collections to parents, caregivers, educators, and agencies who serve families.
- Continue to offer summer library programs for children, which emphasize reading practice.
- Sponsor a READ program (Reading Education Assistance Dogs)
- Offer family literacy programs such as preschool story time, which incorporate reading readiness elements.

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

- Offer equitable meeting space to community groups
- Provide volunteer opportunities that give residents meaningful ways to help their community.
- Provide a community bulletin board for groups to post meetings, events, etc. in the area

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.

- Provide equitable access to the Internet, including individual assistance to beginning computer users.
- Provide commonly used software such as: word processing, spread sheets, presentation software, etc.
- Ensure that public PC’s are operating adequately for general use.
- Provide wireless access to the public
- Each library will maintain a website with general information about library services, access to the Winnefox catalog, and system-sponsored databases

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

- Encourage school classrooms to visit the library.
- Encourage school book clubs to order multiple titles through the Winnefox system
- Offer teacher cards

- Host displays at the library that feature children’s artwork, poetry, etc. from their classes.
- Allow computer time extensions and some free printing for school-related projects and homework.
- Meet with school representatives to discover how best to support curriculum needs.

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

- Ensure that doorways, aisles, and restrooms meet ADA accessibility requirements
- Provide accessible computer stations
- Offer materials that are relevant to disabled community members such as: large print, audio books, closed caption videos and DVD’s, materials for learning disabled people

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

Offer resources that respond to current needs such as Employment assistance, financial education, renewable energy.

- Offer workshops that focus on employment seeking skills
- Offer workshops in partnership with other agencies and organizations
- All libraries’ websites link to the Winnefox “Employment Search” resource page
- Target subjects in print collection that need updating. These include: Employment guides, Financial guides, small business guides, renewable energy, health and wellness

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

- Offer a diverse collection of materials that reflect a wide range of interests.
- Support formal education by offering current study guides for tests such as: GED, SAT, ASVB, etc.
- Work with literacy organizations to promote literacy for adult learners
- Provide space for tutoring
- Provide proctoring services



Attachment:

## **Marquette County Library Funding Request 2016**

The Winnefox Library System, on behalf of public libraries in the county, submits the following request for funding library services during 2016 according to the formula outlined in the Marquette County membership agreement with the Winnefox Library System.

\$129,816      Reimbursement to Marquette County libraries for service provided to county residents living outside municipalities with libraries:

Endeavor	12,213
Montello	42,793
Neshkoro	13,079
Oxford	9,948
Packwaukee	6,897
Westfield	44,886

\$44,000      Winnefox Cooperative Technical Services (WCTS):

**\$173,816      Marquette County Library Funding 2016**

\$64,828      Reimbursements to libraries in adjacent counties

**\$238,644      Total Library Funding 2016**