

NOTICE OF MEETING

JOINT COUNTY LIBRARY PLANNING COMMITTEE

August 11, 2014

5:00 P.M.

W.J. Niederkorn Library
315 West Grand Avenue
Port Washington, WI

AGENDA

- 1) Call to Order
Certification of Compliance with Open Meeting Law
- 2) Correspondence – Email from Oscar Grady Librarian regarding the Bookmobile
- 3) Public Input and Comments on Agenda Items/Non-Agenda Items
- 4) Approval of the Minutes of the July 14, 2014 Joint County Library Planning Committee Meeting
- 5) Presentation on County Taxing Responsibility
- 6) Elements of County Library Service Plan
 - 6.1) Other Library Services for Non-librarians Residents
 - Bookmobile Service
 - Proposal for Reimbursing Bookmobile for Service to Librarian Residents
 - 6.2) Other Elements
- 7) Technology Initiative Plan
- 8) Status of Engaging Consultant for the purpose of helping the Committee reach its goals in a timely, efficient and accurate manner, and requesting funds from member counties for such purpose
- 9) Next Meeting's Agenda
- 10) Adjournment

POSTED
08.06.14
9:30 AM

Prepared by: Kay Lorenz, Recording Secretary

Approved By:
Steve Ruggieri
Committee Chairman

NOTE: The committee welcomes all visitors to listen and observe, but only committee members and those invited to speak will be permitted to speak. Persons with disabilities needing assistance to attend or participate are asked to notify the County Board Chairman/Administrator's Office at 920-459-3103 prior to the meeting so that accommodations may be arranged.

NOTE: A majority of the members of the County Board of Supervisors or of any of its committees may be present at this meeting to listen, observe and participate. If a majority of any such body is present, their presence constitutes a "meeting" under the Open Meeting Law as interpreted in *State ex rel. Badke v. Greendale Village Board*, 173 Wis. 2d 553 (1993), even though the visiting body will take no action at this meeting.

NOTE: Members of the public are invited to offer comments on topics which may or may not appear on the Agenda, and Committee members may discuss such matters, but no action may be taken by the Committee on non-Agenda topics. Individual speakers may be limited to no more than five minutes.

Kay B. Lorenz

From: Amy Birtell <amy.birtell@esls.lib.wi.us>
Sent: Monday, July 28, 2014 1:53 PM
To: Kay B. Lorenz
Subject: FW: Bookmobile

Amy B. Birtell

Director

Eastern Shores Library System

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Sheboygan, Wisconsin 53081

920.208.4900

amy.birtell@esls.lib.wi.us

From: Jen Gerber

Sent: Wednesday, July 16, 2014 1:21 PM

To: 'Betsy Vogel'; 'Brian Hoffmann'; 'Dan Becker'; 'Don Dohrwardt'; 'Elizabeth McCartney'; 'Garrett Erickson'; Jen Gerber; 'Joseph Rintelman'; 'Lee Schlenvogt - Ozaukee County Board Chairman'; 'Nancy Szatkowski'; 'Nanette Bulebosh'; 'Steve Ruggieri'; 'Thomas Wegner'; 'Tom Meaux'; 'William Goehring'; Jason Dzwinel; Amy Birtell

Subject: Bookmobile

Hello Planning Committee,

Just before the committee meeting ended on Monday night, Nancy suggested that if we would be willing to share our thoughts on the Bookmobile then it might help the group understand the varying opinions regarding continuation and funding; the meeting ran short on time and we weren't fully able to respond to Nancy's request. I appreciated the request Nancy had made, I would very much like to know the opinions of others on the committee and I would like to share my own opinion as well.

The current county plan has a strong emphasis on funding for the Bookmobile and, in my opinion, overpowers the individual libraries' contribution to county services.

The twelve public libraries in the two counties serve a very large number of county residents who reside in what are considered "non-librariated areas". These existing libraries provide services such as WiFi, public internet access, community room meeting space, story times and early literacy programs, adult book discussions, community initiated interest groups such as recipe clubs, knitting groups, and teen card clubs; children's performers, summer reading programs, online instruction and computer help; resume building and job search; federal and state government program assistance; workforce development programs; homebound delivery service; delivery to senior care centers, church groups and childcare facilities; notary services; all of this in addition to access to physical materials, books, electronic resources, and media.

I would like to see county representatives recognize the services being provided by the library facilities and work with the public libraries and the System to expand those services to county residents rather than focusing their efforts on a Bookmobile; they can provide more extensive services to residents by enhancing and promoting the public libraries within their county. I would argue against the statement that the Bookmobile funding would be eliminated if the service discontinued; I believe that particular funding source could be re-allocated to emphasize library services provided by our public libraries to the non-librariated areas in the county, maybe even expand upon those services and enhance them for county residents.

The current county plan, a twenty-two page document, mentions the Bookmobile 57 times; in contrast the services provided specifically to county residents by the public libraries are only briefly mentioned and none of the above services are mentioned at all. I do not believe the document truly reflects the full-range of services the county offers its residents through the public libraries. Do the county representatives really know all of the services being offered by their public libraries? Should it be better defined in the county plan? Couldn't county representatives promote these services to the residents they represent as gems within their county?

Public libraries have expanded into community centers, serving as unique gathering spaces within the county; they offer events and services beyond just physical checkouts; they serve a wide variety of needs and continue to experiment with innovation and technology to meet new demand. The Bookmobile, although a unique treasure in itself, is not able to meet the expansive demand of an evolving community and the next generation.

-Jen.

Jen Gerber
Library Director
Oscar Grady Public Library
151 South Main Street Saukville, WI 53080
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JOINT COUNTY LIBRARY PLANNING COMMITTEE MINUTES

F.L. Weyenberg Library of Mequon-Thiensville
Mequon, WI

July 14, 2014

Called to Order: 5:00 P.M.

Adjourned: 7:06 P.M.

MEMBERS PRESENT: William Goehring, Thomas Wegner, Brian Hoffmann, Betsy Vogel, Garrett Erickson, Elizabeth McCartney, Nanette Bulebosh, Nancy Szatkowski, Don Dohrwardt, Joe Rintelman Jen Gerber, Steve Ruggieri, Terry Anewenter

MEMBERS ABSENT: Dan Becker

ALSO PRESENT: David Weinhold, Kay Lorenz, Amy Birtell, Linda Bendix, Alison Ross, David Nimmer, Sue Potter, Mimi Rosing, Harold Nonken

Chairman Ruggieri called the meeting to order. Kay Lorenz verified the agenda was posted on July 7, 2014 at 12:00 P.M. in compliance with the open meeting law. Committee members introduced themselves to Amy Birtell, ESLS Director.

Correspondence –

- Chairman Ruggieri briefly discussed the letters from the Oscar Grady Library dated May 16, 2014 and F.L. Weyenberg Library dated June 11, 2014 to the ESLS Board.

Terry Anewenter commented on the motion made at the last meeting regarding working toward reimbursement at 100% for non-librariated communities.

Bill Goehring made a motion to approve the minutes of the June 9, 2014 Joint County Library Planning Committee meeting. Motion seconded by Nancy Szatkowski. Motion carried.

Chairman Ruggieri briefly reported on the meeting with the Wisconsin Department of Public Instruction's Public Library Development Team Director regarding investigation of the Waukesha Public Library System by some Ozaukee County libraries. Chairman Ruggieri would prefer this topic be included under correspondence or public comment as it does not relate to this Committee's charge. Amy Birtell recommended the Eastern Shores Library System Board (ESLS) address this topic going forward. **There was consensus amongst the Committee members to refer this matter to the ESLS Board.**

David Weinhold discussed two proposals for reimbursement of public libraries for serving non-librariated residents.

- *Proposal for 100% reimbursement level* – to accomplish this goal, David Weinhold recommends the committee consider each county increasing their reimbursement level by 1% per year for the duration of this county library service plan. The rationale is that this continues the previous committee's recommendation to phase in the reimbursement goal over a period of years. In Sheboygan County, the reimbursement level would increase from 94% in 2016 to 98% in 2020. In Ozaukee County, the reimbursement level would increase from 86% in 2016 to 90% in 2020. **Nancy Szatkowski made a motion to accept the recommendation and rationale. Motion seconded by Tom Wegner. Motion carried with Joe Rintelman, Brian Hoffmann, and Terry Anewenter voting no.**

Copies of information provided to the previous committee by David Nimmer was distributed per the request of Nancy Szatkowski. There was consensus amongst the Committee members to review the information before discussing further.

- *Proposal for reimbursement of electronic content use by non-librarians* – responses for request for information from other library systems about including e-content in reimbursement for serving non-librarian residents were discussed. It is recommended that the Committee defer consideration of this proposal to a future agenda when county-wide technology initiatives are discussed. The rationale is that, at this time, use of e-content is not recognized as circulation at the national or state level. Other factors impact the overall use of e-content: availability of broadband system-wide; addition of product to library's services requires little additional expense; Wisconsin Digital Library (provided by Overdrive) is a state-wide consortium (Wisconsin Public Library Consortium) and not completely a local expense. **Don Dohrwardt made a motion to defer e-content discussion to a future meeting. Motion seconded by Nancy Szatkowski. Motion carried unanimously.**

Amy Birtell provided a short presentation on the Bookmobile Service and answered questions along with Sue Potter, Bookmobile Librarian. The Bookmobile serves a large non-librarian area of both counties and makes nine stops in Ozaukee County and 14 stops in Sheboygan County. Stops include neighborhoods, churches, schools, assisted living facilities, one nursing home and day cares—places where people gather. Discussion ensued. **There was consensus amongst the Committee members to defer further discussion on this topic to the next meeting.**

Chairman Ruggieri briefly discussed the possibility of engaging a consultant for the purpose of assisting this committee reach its goals in a timely, efficient and accurate manner. Amy Birtell indicated she feels confident she can lead the group as long as she has the ability to utilize a consultant as need for not more than 2-5 hours/month to assist with preparing committee agendas and materials. Committee members weighed in with different perspectives. The ESLS Board will discuss this at their next meeting and will determine whether they would approve ESLS funding for a consultant. In addition, each County has a specific budget for this Committee. **There was consensus amongst the group to defer further discussion on this topic until the next meeting – only if further discussion is still necessary.**

The next meeting is scheduled for Monday, August 11th from 5 - 7 p.m. at the W.J. Niederkorn Library in Port Washington.

Tom Wegner made a motion to adjourn. Motion seconded by Nancy Szatkowski. Motion carried.

Thomas Wegner, Secretary

Kay Lorenz, Recording Secretary

2016-2020 Recommendations for Other Library Services for Non-librariied Residents

Affirm 2011-2015 Recommendation to continue bookmobile service to non-librariied municipalities in Ozaukee and Sheboygan Counties.

Affirm 2011-2015 Recommendation on method of funding the Bookmobile Service proportionately between Ozaukee and Sheboygan County, the method of funding a new bookmobile stop, and the method of funding a new vehicle.

Rationale

The Bookmobile serves a large non-librariied area of both Counties. The service visits nine places in the northern towns and villages of Ozaukee County, with multiple stops in the Villages of Fredonia and Belgium. The service visits 23 places in the non-librariied towns and villages of Sheboygan County, with multiple stops in the Village of Howards Grove and Cascade. These stops include neighborhoods, schools, assisted living facilities, and day cares. The bookmobile provides library services to the Rocky Knoll Health Care Center in rural Sheboygan County.

The November 2008 referendum on continuing to provide bookmobile service through the counties' property taxes was approved by 60% of the voters in the non-librariied municipalities. The referendum results showed that the voters valued the service even though they may not use the service.

The Bookmobile is a participating member of EasiCat and contributes to the fees assessed by ESLS Shared Library Automation Committee for the operation of EasiCat. Its customers place reserves on EasiCat and then pick up those materials at the bookmobile stop.

The investment by both counties in the collection and vehicle for bookmobile service contributes to its success in both counties. It is a visible presence of county library service in non-librariied municipalities. Its unit cost for loans compares favorably with the other libraries in the System.

Currently, adding new stops is difficult and this provides a method by which each county can expand the service if necessary.

The bookmobile vehicle is 24 years old, is fully depreciated, but in good mechanical condition and well maintained. However, both counties have set aside funds for the eventual replacement of the bookmobile vehicle and are funding a bookmobile vehicle reserve fund. The Library System is working on a proposal to replace the vehicle and anticipate sending the bid documents out before the end of 2014. The recommendation to continue the current method of funding a new vehicle would allow for the Library System to borrow the funds from the BCPL State Trust Fund Loan Program for the new vehicle and pay off the loan over the next 5 years.

Joint Committee on Library Planning
August 11, 2014

#7 - Technology Initiative Plan

The Committee shall study and make recommendations on countywide Technology Initiatives. These initiatives would provide technology training to residents of both counties so residents are able to use not only electronic library resources but also electronic resources provided by the county, state, and federal government, and the counties' businesses.

The initiatives would also improve the EasiCat library service by providing a searching tool that would return results from the EasiCat catalog, the local library electronic information resources, the Wisconsin Digital Library, Badger Link electronic resources, and other searchable materials available to ESLs libraries. They would also provide funding for additional electronic materials at member libraries.

PLAC recommendations on County Technology Initiatives

- 1. Provide technology training so residents are able to use not only electronic library resources but also electronic resources provided by the county, state, and federal government, and the counties' businesses.**

Recommendation: Consensus among the PLAC representatives was that the libraries will coordinate this activity among themselves and with the Resource Library and the System Office.

Rationale: Currently, all libraries are providing technology training to residents. The current need is to advance the skills of library staff in assisting and training residents in their use of electronic resources. Continuing education for library staff can be fulfilled by the Resource Library, ESLS Office and on-going webinars and continuing education opportunities. Coordination of worksheets, webinars and other learning tools will be provided by the libraries.

- 2. The initiatives would also improve the EasiCat library service by providing a searching tool that would return results from the EasiCat catalog, the local library electronic information resources, the Wisconsin Digital Library, BadgerLink electronic resources and other searchable materials available to ESLS libraries.**

Recommendation: PLAC recommends that the counties assist in the purchase and sustained funding of the software needed to offer enhanced county-wide services through EasiCat. These enhanced services include federated searching on EasiCat (see Waukesha's CAFÉ MUSEglobal) and outreach services (for example LEAP). Integration of the Wisconsin Digital Library into EasiCat was accomplished this summer.

Grant money through the LSTA (Library Science and Technology Act) would be applied to purchase mobile library computer stations to use out in the communities and non-librariated area.

The libraries would provide funding for equipment for updates at the following amount over the next three years. Data is still being collected for this project.

- 3. They would also provide funding for additional electronic materials at member libraries.**

Recommendation: PLAC recommends that the purchase of e-content materials be fulfilled through the Resource Library contract.

Rationale: Currently the Resource Library spends much of the money it receives from ESLS on non-fiction materials. The needs of the residents of Sheboygan and Ozaukee have shifted and the purchase of advantage materials would be a better use of that money. This material would be available to all residents of Sheboygan and Ozaukee Counties.