



Wisconsin Department of Public Instruction  
**2017 PUBLIC LIBRARY SYSTEM**  
**ANNUAL REPORT**  
 PI-2404-A (Rev. 1-18)

Required by § 43.05(4) and 43.58(6) Wis. Stats.

**INSTRUCTIONS:** Complete and return the original board-approved, signed annual report and one copy by **MARCH 1, 2018**, to:

**WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION**  
**ATTN: MARIA INGRAHAM**  
**DIVISION FOR LIBRARIES AND TECHNOLOGY**  
**P.O. BOX 7841**  
**MADISON, WI 53707-7841**

I. GENERAL INFORMATION					
1. System Name Wisconsin Valley Library Service		2. System Director Name Marla Sepnafski		3. Certification Grade Gr 1	4. Date Certification Expires 11302022
5. Street Address 300 N. First St.			6. Phone Area/No. (715) 261-7250		7. Fax Number Area/No. (715) 261-7259
8. Mailing Address PO Box		9. System Website URL wvls.org		10. Director System Email Address msepnafs@wvls.org	
11. City / Village / Town Wausau			12. County Marathon		13. ZIP Code 54403-5405
14. Number of Public Libraries Participating in the System 25	15. Does System Operate a Books-By Mail Program No	16. Number of Book-mobiles Owned 0	17. Estimated System Area Public Library Registered Borrowers 165,481	18. DUNS Number <i>Nine digits</i> 177871365	
II. SYSTEM COLLECTION					
	No. Owned / Leased	Number Added		No. Owned / Leased	No. Owned / Leased
1. Books in Print	245	5	4. Electronic Collections <i>Number available to members</i>	8	7. Licensed Electronic Video Materials <i>Units (copies) available to members</i> 1,058
2. Audio Materials	0	0	5. Licensed E-books <i>Units (copies) available to members</i>	163,246	8. Subscriptions <i>Exclude those in electronic format</i> 22
3. Video Materials	0	0	6. Licensed Electronic Audio Materials <i>Units (copies) available to members</i>	47,302	
III. SYSTEM SERVICES					
Circulation Transactions <i>Circulation includes items checked out by the system directly to the users. Count one for each item loaned directly to users from the system or any program administered by the system; e.g., bookmobiles, books-by-mail, etc. Do not count direct circulation from the system resource library or system member libraries.</i>			1. Total Circulation 362	2. Interlibrary Loans <i>System interlibrary loan transactions</i>	
				a. Items Loaned 37	b. Items Received 291
3. System Electronic Resources Use <i>Number of uses of system licensed electronic resources</i>					
a. E-book <i>NetLibrary/OverDrive</i> 128,323		b. E-audio 78,860		c. E-video 639	d. Electronic Collection Retrievals 1,093,191

#### IV. SYSTEM BOARD AND ORGANIZATION

List the members of the system board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting changes, indicate departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
1. President Tom	Bobrofsky	107 S West St	Loyal	54446	tom.bobrofsky@wvls.lib.wi.us
2. Douglas	Lay	2363 Woodington Way	Suamico	54173	doug.lay@wvls.lib.wi.us
3. Michael	Otten	2504 Teal Ave	Wausau	54401	michael.otten@wvls.lib.wi.us
4. Louise	Olszewski	N15987 County Road T	Withee	54498	louise.olszewski@wvls.lib.wi.us
5. Christy	Janczewski	1179 Highway 8	Armstrong Creek	54103	hristy.janczewski@wvls.lib.wi.us
6. Peg	Jopek	622 1st Ave.	Antigo	54409	peg.jopek@wvls.lib.wi.us
7. Pat	Pechura	6519 E. Manhardt Dr.	Tripoli	54564	pat.pechura @wvls.lib.wi.us
8. Paul	Knuth	1975 Larsen Dr.	Rhineland	54501	paul.knuth@wvls.lib.wi.us
9. Eileen	Grunseth	PO Box 133	Gilman	54433	eileen.grunseth@wvls.lib.wi.us
10. Sonja	Ackerman	830 Fulton Street	Wausau	54403	sonja.ackerman@wvls.lib.wi.us
11. Jim	Backus	R12600 Oak Dr.	Ringle	54471	james.backus@wvls.lib.wi.us
12. Elaine	Younger	6405 Richards Avenue	Schofield	54476	elaine.younger@wvls.lib.wi.us
13. Marilyn	Sauer	W2405 County Rd J	Gleason	54435	marilyn.sauer@wvls.lib.wi.us
14. Tyson	Cain	5206 Riverfront Place	Weston	54476	tyson.cain@wvls.lib.wi.us
15. Katie	Rosenberg	1706 Emerson St	Wausau	54403	katie.rosenberg@wvls.lib.wi.us
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					

**V. PUBLIC LIBRARY SYSTEM INCOME**

1. County Government

a. System Member County Appropriations Received by Library System				b. Other County Payments Received	
County Name	Amount	County Name	Amount	County Name	Amount
Clark	\$3,888	Oneida	\$7,807		
Forest	\$1,381	Taylor	\$2,468		
Langlade	\$2,737				
Lincoln	\$4,177				
Marathon	\$18,727				
Subtotal 1a			\$41,185	Subtotal 1b	

2. State Aid to Public Library Systems \$851,944

3. Other State Funded Programs *List individually. Attach listing if necessary.*

a.		
b.		
c.		
Subtotal 3		

4. Federal Aid *Program name and, if LSTA, project number. List each program individually. Attach listing if necessary.*

a. 16-165 Technology Grant	\$17,354	f.	
b. 16-211 Cyber Sneakers Grant	\$3,000	g.	
c.		h.	
d.		i.	
e.		j.	
Subtotal 4			\$20,354

5. Contract Income from Other Governmental Units, Libraries, Library Agencies, Library Systems, etc. *List names individually. Attach listing if necessary.*

a. V-Cat Annual Maintenance Fee	\$189,191	f.	
b. Indianhead Federated Library System	\$9,500	g.	
c. WVLS Member Library Receipts	\$178,890	h.	
d.		i.	
e.		j.	
Subtotal 5			\$377,581

6. Other Income

Unexpended State Aid from Previous Year(s)	Interest Earned from State Aid Funds Investments	All Other Unexpended Funds from Previous Year(s)	Interest Earned from Other Fund Investments	Gifts and Endowments to the System	All Other Sources	Subtotal 6
\$122,922	\$787	\$1,013,407	\$787	\$1,000	\$25,204	\$1,164,107

7. **Total Income** *Add 1 through 6* **\$2,455,171**

**VI. PUBLIC LIBRARY SYSTEM EXPENDITURES**  
Report system expenditures from all sources.

	System State Aid**	Other State and Federal Aid*	All Other***	Annual Total
1. Salaries and Wages	\$400,000	\$0	\$52,838	\$452,838
2. Employee Benefits	\$200,482	\$0	\$27,517	\$227,999
3. System Collection Expenditures				
a. Printed Material	\$1,125	\$0	\$1,735	
b. Electronic Material	\$26,211	\$0	\$24,907	
c. Audiovisual Material	\$0	\$0	\$0	
d. All Other Material	\$0	\$0	\$0	
Subtotal Collection Expenditures	\$27,336	\$0	\$26,642	\$53,978
4. System Contract Expenditures Attach a brief description of contracts; i.e., recipient, amount, and purpose.	\$149,551	\$0	\$192,774	\$342,325
5. System Payments to Member Libraries Attach lists of individual payments.	\$78,391	\$1,500	\$1,598	\$81,489
6. All Other Operating Expenditures	\$73,105	\$15,565	\$119,481	\$208,151
7. Total Operating Expenditures	\$928,865	\$17,065	\$420,850	\$1,366,780
8. System Capital Expenditures	\$0	\$17,818	\$20,380	\$38,198

\* Report expenditures from federal grant funds and state funded programs other than state aid to public library systems.

\*\* Report expenditures from 2017 public library system state aid, state aid funds carried forward to 2017, and any interest earned from those funds.

\*\*\* Report expenditures from county appropriations, contract income, gifts and endowments, and any carryover from those sources. Also include expenditures from interest earned from those sources.

**VII. SYSTEM MEMBER COUNTY APPROPRIATIONS FOR LIBRARY SERVICE**

Report the total amount appropriated for public library service for each county in your system. Include all funding, including those paid to a library system or another county's public libraries. Report the amounts for 2017. Attach the page(s) of each county budget that show the amounts below.

County Name	2017 Amount	County Name	2017 Amount	County Name	2017 Amount
1. Clark	\$436,036	5. Marathon	\$3,988,195	8.	
2. Forest	\$102,594	6. Oneida	\$418,338	9.	
3. Langlade	\$318,880	7. Taylor	\$348,371	10.	
4. Lincoln	\$644,397				

**VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE**

The following statement certifies that your public library system complied with all statutory requirements for public library systems for calendar year 2017. Indicate, with a check, your system's compliance with each of the system requirements.

**S.43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided:**

Membership Agreements

(a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.

Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Resource Library Agreement

(b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.

Signed copies of the 2017 and 2018 resource library agreements have been filed with the division.

## VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.)

## Reference Referral and Interlibrary Loan

 **S. 43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.**

- |                                                                  |                                                                                                                       |
|------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Reimbursed member libraries for ILL     | <input checked="" type="checkbox"/> Maintained a shared database of member library bibliographic records and holdings |
| <input checked="" type="checkbox"/> Maintained ILL Clearinghouse | <input checked="" type="checkbox"/> Utilized WISCAT to promote interlibrary loan                                      |
| <input type="checkbox"/> Contracted for ILL Clearinghouse        | <input type="checkbox"/> Maintained a system interlibrary loan plan                                                   |

## Inservice Training

 **S. 43.24(2)(e) Inservice training for participating public library personnel and trustees.**

Indicate with a check those services carried out by your system in 2017 in conjunction with this service requirement.

- |                                                                                               |                                                                                                                |
|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Conducted workshops for member library staff and trustees | <input checked="" type="checkbox"/> Provided scholarships and grants for member library staffs                 |
| <input checked="" type="checkbox"/> Maintained a calendar of CE events                        | <input checked="" type="checkbox"/> Maintained a professional collection for system and member library staffs. |

 **S. 43.24(2)(h) Professional consultant services to participating public libraries.**

Indicate with a check those services carried out by your system in 2017 in conjunction with this service requirement.

- |                                                                                  |                                                                                 |                                                                        |
|----------------------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Public library administration and governance | <input checked="" type="checkbox"/> Technical services                          | <input checked="" type="checkbox"/> Legal issues                       |
| <input checked="" type="checkbox"/> Adult services                               | <input checked="" type="checkbox"/> Interlibrary loan and resource sharing      | <input checked="" type="checkbox"/> Public relations                   |
| <input checked="" type="checkbox"/> Youth services                               | <input checked="" type="checkbox"/> Staff development (certification, CE, etc.) | <input checked="" type="checkbox"/> Reference and information services |
| <input checked="" type="checkbox"/> Library automation                           | <input checked="" type="checkbox"/> Planning and evaluation, standards          | <input checked="" type="checkbox"/> Special needs                      |
| <input checked="" type="checkbox"/> Building and remodeling                      | <input checked="" type="checkbox"/> Collection development                      |                                                                        |

## Delivery and Communication

 **S. 43.24(2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.**

Indicate with a check those services carried out by your system in 2017 in conjunction with this service requirement.

- |                                                                                                          |                                                                                  |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Had regular courier or van delivery service                          | <input checked="" type="checkbox"/> Used fax for document delivery/communication |
| <input checked="" type="checkbox"/> Provided an 800 number, phone credit card, or accepted collect calls | <input type="checkbox"/> Used mail as primary delivery system                    |
| ILL transactions sent by:                                                                                | <input checked="" type="checkbox"/> Published a newsletter                       |
| <input checked="" type="checkbox"/> Email                                                                | <input type="checkbox"/> OCLC                                                    |
| <input checked="" type="checkbox"/> Regional automated system                                            | <input checked="" type="checkbox"/> WISCAT                                       |

## Service Agreements

 **S. 43.24(2)(g) Service agreements with all adjacent library systems.** Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Indicate with a check those services provided for in the adjacent library system agreements for 2017.

- |                                                                          |                                                                               |                                                            |
|--------------------------------------------------------------------------|-------------------------------------------------------------------------------|------------------------------------------------------------|
| <input checked="" type="checkbox"/> Reciprocal borrowing between systems | <input type="checkbox"/> Delivery                                             | <input type="checkbox"/> Audiovisual services              |
| <input type="checkbox"/> Cash payments in cross-system lending           | <input type="checkbox"/> Newsletter exchange                                  | <input checked="" type="checkbox"/> Cooperative purchasing |
| <input checked="" type="checkbox"/> Continuing education                 | <input checked="" type="checkbox"/> Cooperative planning/information exchange |                                                            |

## Services to Users with Special Needs

 **S. 43.24(2)(k) Promotion and facilitation of library service to users with special needs.**

The division interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

Briefly summarize the most significant specific services or initiatives carried out by your system in a special needs area in 2017. Describe the system effort in terms of the way in which the initiative is conducted by the system. Some systems provide direct services, others provide services to support library efforts.

**VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.)**

Services to Users with Special Needs (cont'd.)

Identify the agency(ies) with which the system had the most contact in terms of a planning effort or project collaboration, or with which member libraries worked. Indicate system services or types of materials involved with, or purchased for, the project. Were any accessibility issues involved? Identify any significant marketing done by the system to support library efforts in serving special needs populations. Please refer to pages 20-22 in the attached WVLS Staff Report for a summary of Inclusive Services activities.

If the system provided any continuing education programs in 2017 on special needs topics, identify the topic(s) and speaker(s) Digital Citizenship and Cyber Security for Teens and Tweens grant and training begun with a 2016 LSTA Grant was in partnership with NWLS. Activities and projects associated with this "youth at risk" grant and hosted by libraries in both systems, carried over into 2017. The annual December WVLS Youth Services Workshop featured presentation and discussion by DPI Public Library Youth and Inclusive Services Consultant Tessa Michaelson Schmidt on the new DLT inclusive services statement.

Other Types of Libraries

- S. 43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.**
  - An advisory committee or planning group including representatives from other types of libraries met and established objectives relating to this requirement for the plan year.
  - The system has agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. Copies of the most recent agreements have been filed with the Division for Libraries and Technology.
- Indicate with a check system services provided to other types of libraries in 2017.
- |                                                                      |                                                       |                                                                |
|----------------------------------------------------------------------|-------------------------------------------------------|----------------------------------------------------------------|
| <input checked="" type="checkbox"/> Consultation                     | <input type="checkbox"/> Union list of serials        | <input checked="" type="checkbox"/> Back-up reference services |
| <input checked="" type="checkbox"/> Continuing education / workshops | <input type="checkbox"/> Directory of libraries       | <input checked="" type="checkbox"/> Newsletter                 |
| <input type="checkbox"/> ILL (Direct)                                | <input checked="" type="checkbox"/> Delivery services | <input checked="" type="checkbox"/> Technical services         |

Library Technology and Resource Sharing Plan

- S. 43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every 5th January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.**
- Member public libraries and other types of libraries in the system area had an opportunity to review and comment on the plan.
- The public library system's current technology and resource sharing plan has been filed with the Division for Libraries and Technology.

Other Service Programs

- S. 43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library board after consultation with participating public libraries.**
- List and evaluate each service program carried out under this statute in 2017. Do not lump miscellaneous activities under a single "other" program.
- Please refer to pages 11-20 in the attached 2017 WVLS Staff Report for activities in the areas of Collection Development, Advocacy and Awareness and Youth Services.

Administration

- The system did not expend more than 20 percent of the state aid received in 2017 for administration.

**IX. COLLABORATIVE ACTIVITIES**

Summary of Activities *Briefly describe collaborative activities with other libraries, public library systems, and other organizations. Exclude services and activities listed in the system's 2017 resource library contract.*

See 2017 Collaborative Activities Summary in attached Report.

<i>Cost Benefit. For each activity above, list the activity name and estimated cost benefit realized.</i>	
Activity	Amount
1. Technology: LEAN WI Technology Services Partnership	14,620,100
2. Technology: Advanced Networking	107,540
3. WPLC Collaboration	1,115,571
4. WVLS Databases/Professional Collection	282,500
5. V-CAT/ILS Administration	622,254
6. Continuing Education	64,250
7. Courier	82,500
8. 1,000 Books Before Kindergarten App	5,000
9.	
10.	
<b>Cost Benefit Total</b>	<b>16,899,715</b>

**X. PUBLIC LIBRARY SYSTEM ANNUAL PROGRAM EXPENDITURES—2017**
**Program Expenditures**

Provide a summary of your public library system expenditures by system service program and fund source for 2017.

Program	System Aid, Carryover, and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
<b>Technology, Reference and Interlibrary Loan</b> <i>See note</i>				
1. ILS (V-Cat)	113,352	0	123,533	236,885
2. ILL	56,506	0	22,552	79,058
3. Technology (IT)	154,404	31,883	126,429	312,716
4. Electronic Resources	13,038	0	55,674	68,712
<b>Subprogram Total</b>	337,300	31,883	328,188	697,371
<b>Continuing Education and Consulting Service</b> <i>See note</i>				
1. Continuing Education	83,157	0	18,965	102,122
2. Consulting	130,444	0	16,846	147,290
<b>Subprogram Total</b>	213,601	0	35,811	249,412
Delivery	159,695	0	22,280	181,975
Library Services to Special Users	22,352	0	2,527	24,879
Library Collection Development	73,379	0	31,695	105,074
Direct Payment to Members for Nonresident Access	0	0	0	0
Direct Nonresident Access Payments Across System Borders	0	0	0	0
Library Services to Youth	33,635	3,000	4,441	41,076
Public Information	1,661	0	0	1,661
Administration	87,242	0	16,288	103,530
<b>Other System Programs</b>				
1.	0	0	0	0
2.	0	0	0	0
3.	0	0	0	0
4.	0	0	0	0
<b>Grand Totals</b>	928,865	34,883	441,230	1,404,978
<b>Estimated Expenditures for Technology-Related Services Provided by the System</b>	365,000	0	335,000	700,000

NOTE: Technology, Reference and Interlibrary Loan, and Continuing Education and Consulting Service Program areas may be divided into subprograms at the discretion of the system.



**XI. SYSTEM STAFF**

1. Personnel Listing

a. Employees Holding the Title of Librarian as of December 31, 2017 *Include vacancies if they will be filled within one year*

First Name	Last Name	Position	MLS (ALA)	Annual Salary	Hrs. Worked per Week
Marla	Sepnafski	Director	<input checked="" type="checkbox"/>	\$79,310	40.00
Inese	Christman	Assistant Director/ILS Administrator	<input checked="" type="checkbox"/>	\$64,152	40.00
Kris	Adams Wendt	Public Library Consultant	<input checked="" type="checkbox"/>	\$62,331	40.00
Anne	Hamland	Public Library Services Consult.	<input checked="" type="checkbox"/>	\$45,163	40.00
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		

b. Other Paid Staff *Include plant operation, maintenance, and security.*

Position	Total Annual Wages	Hrs. Worked per Week	Position	Total Annual Wages	Hrs. Worked per Week
IT Director	\$62,158	40.00			
IT Support	\$40,276	40.00			
Business Manager	\$38,287	32.00			
Administrative Assistant	\$16,100	15.00			
Data Tech Support/ILS Support	\$45,061	40.00			

2. System Staff Full-Time Equivalents (FTEs) *Divide the total hours worked per week for each category by 40 to determine full-time equivalents.*

a. Persons Holding the Title of Librarian

i. Master's Degree from an ALA Accredited Program FTE  
4.00

ii. Other Persons Holding the Title of Librarian FTE  
0.00

Subtotal  
4.00

b. All Other Paid Staff FTE *incl. maintenance, plant operation, and security*  
4.18

c. Total Library Staff Full Time Equivalents *Add Subtotal 2a and 2b*  
8.18

**XII. SYSTEM MEMBERSHIP**

*Attach a listing of all current public library and county members of the system.*

Indicate whether your public library system members have indicated compliance with the following membership requirements. If any of these conditions have not been met, attach a written explanation of the circumstances resulting in noncompliance and a description of actions to be taken to achieve compliance (include timelines). A check indicates that all members have indicated compliance with the requirement.

- The public library members are established under the provisions of Chapter 43 of the Wisconsin Statutes. [s. 43.15(4)(c)1]
- The public library members are authorized by the municipal governing board to participate in the public library system. [s. 43.15(4)(c)3]
- The public library members have 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 residents. [s. 43.15(4)(c)4]
- The member public library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction and is present in the library for at least 10 hours of each week that the library is open, less leave time. [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03]
- All counties participating in the system have entered into written agreements with the system as required under [s. 43.15(4)(b)3]
- All counties participating in the system have adopted and maintained the plan of library service submitted and approved under s. 43.11(3) and s. 43.13(1). [s. 43.15(4)(b)1]. **On the membership listing to be attached to this report, indicate the year of the last plan revision.**
- Each public library member, beginning in 2008, 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]
- Each public library member, beginning in 2008, annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8]

**XIII. CERTIFICATION OF STATUTORY COMPLIANCE**

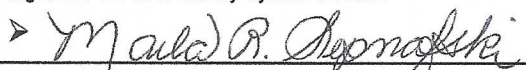
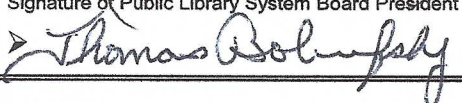
As of the date of this report, indicate whether the following statutory requirements are being met by the system. If any of these requirements were not met, attach a written explanation of the circumstances resulting in noncompliance and a description of the actions to be taken to achieve compliance (include timelines). Any current written contracts or agreements not previously filed with the division providing evidence of compliance must be enclosed with this report. This report is for compliance as of the date of this report. If compliance is later not maintained in any area reported as being in compliance, notify the Division for Libraries and Technology.

Indicate compliance with the requirements below with a checkmark. Unchecked statutes indicate noncompliance.

- Library system board is constituted and operated in compliance with s. 43.17(1) and (2) and s. 43.19(1)(a) and (b).
  - Library system board has appointed a head librarian who is responsible for administration of the public library system. [s. 43.17(4)]
  - Library system is organized and operated in compliance with Wis. Stat. s. 43.15 Standards for public library systems.
- S. 43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided.
- (a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.
  - (b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.
  - (d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.
  - (e) Inservice training for participating public library personnel and trustees.
  - (fm) Electronic delivery of information and physical delivery of library materials to participating libraries.
  - (g) Service agreements with all adjacent library systems.
  - (h) Professional consultant services to participating public libraries.
  - (i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.
  - (k) Promotion and facilitation of library service to users with special needs.
  - (L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.
  - (m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to the library technology and the sharing of resources. By January 1, 2000, and every 5<sup>th</sup> January thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.
  - (n) That, if the system reimburses a participating public library for the costs of providing interlibrary borrowing services to an individual who holds a valid borrower's card of another participating public library, the reimbursement shall not exceed the actual costs incurred by the public library in providing such services. The department shall promulgate rules defining "actual costs" for the purposes of this paragraph.

**CERTIFICATION**

I CERTIFY that to the best of my knowledge the information provided in this annual report and any attachments are true and accurate.

Signature of Public Library System Director	Name of Public Library System Director	Date Signed
	Marla Sepnafski	2.22.18
Signature of Public Library System Board President	Name of Public Library System Board President	Date Signed
	Tom Bobrofsky	Feb. 22, 2018