

AMENDMENT: In the 4th paragraph, amend date to the 7th day of June, 2018

Docket No. 2018-2-27

RESOLUTION NO. 8

**A RESOLUTION FOR APPROVAL OF THE LIBRARY PLAN FOR TAYLOR COUNTY (2017 REVISION).**

WHEREAS, pursuant to Section 43.11(3), Wisconsin State Statutes, requires that each county develop and maintain a plan for library service for the county; and,

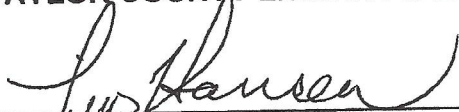
WHEREAS, the adopted Library Plan for Taylor County requires that the plan for library operations be reviewed and, if necessary, revised each time a new library board is appointed or reappointed, or when governing statutes are amended which require revision of the plan; and,

WHEREAS, the County Library Board has revised the Library Plan for Taylor County so as to be in compliance with applicable Wisconsin State Statutes.

NOW THEREFORE, BE IT RESOLVED, that this Taylor County Board of Supervisors, duly assembled on this 17<sup>th</sup> day of April, 2018, does hereby approve the 2017 revised Library Plan for Taylor County (attached to this resolution); and,

BE IT FURTHER RESOLVED that a copy of the approved Library Plan for Taylor County be filed with the Taylor County Clerk, the Taylor County Library Board, each public library in Taylor County, the Wisconsin Valley Library Service (WVLS) and the Wisconsin Department of Public Instruction, Division of Libraries and Community Learning.

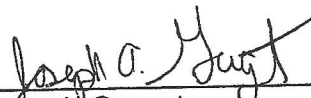
**TAYLOR COUNTY LIBRARY BOARD:**


  
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Tim Hansen

  
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Margo Swedlund

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Lori Hanson

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Melissa Zak

  
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Joseph Greget

  
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Karen Rusch

  
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Eileen Grunseth

**TAYLOR COUNTY LIBRARY BOARD**

**PLAN  
FOR LIBRARY SERVICE  
TAYLOR COUNTY**

**2017  
REVISION**

**Approved by County Library Board – April 30, 2018**

**Adopted by Taylor County Board of Supervisors – June 7, 2018**

# **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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## **I. Mission Statement:**

To provide high quality, equitable and uniform library service to all residents of Taylor County regardless of age, place of residence or economic status and to provide adequate and equitable funding of that service.

## **II. Background:**

A. There are five (5) municipal public libraries in Taylor County organized under the provisions of Section 43.52, Wisconsin State Statutes:

- Frances L. Simek Memorial Library – City of Medford
- Jean M. Thomsen Memorial Library – Village of Stetsonville
- Rib Lake Public Library – Village of Rib Lake
- Western Taylor County Public Library – Village of Gilman
- Westboro Public Library – Town of Westboro

B. The Taylor County Board of Supervisors, at each reorganization of the board, shall appoint a County Library Board to provide oversight of public library service in the county. The Library Board membership shall be comprised of seven (7) members; one (1) County Board Supervisor and six (6) lay persons whose representation shall include one (1) school district representative of a school district located in whole or in part in the county, one (1) member representing each of the five (5) municipal library boards in the county and persons residing in municipalities not maintaining a library. A member may represent more than one of the designated interests. The County Board Supervisor shall preside as chairman of the Library Board. The County Library Board shall also constitute the County Library Planning Committee as provided for under the provisions of Section 43.11(1), Wisconsin State Statutes, and Chapter 2.08(10)(c), Taylor County Code. Specific duties and responsibilities of the County Library Board are:

- Development and maintenance of a plan for library services within the county.
- Oversight of library services within the county.
- Working with the County Board of Supervisors and the county's librarians to develop and maintain adequate county funding for established public libraries.
- Ensuring that county libraries provide adequate and equitable library service to residents of the county who reside in areas of the county which do not maintain a public library.
- Administer and disburse such funds as the County Board appropriates for public library purposes and insuring that such funds are expended for the purposes intended by the Board.
- Determining the purpose and distribution of any funds or other benefits which may come from the county or to the county from Wisconsin Valley



## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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Library Service (WVLS) or other funding sources for the purpose of improving and extending library services within the county.

- Working with the County Board of Supervisors, librarians from within the county and the WVLS staff and board of trustees to help this county's libraries achieve and maintain compliance with statutory and system requirements.

C. Taylor County shall be affiliated with the Wisconsin Valley Library Service (WVLS), a federated library system operating under Section 43.19, Wisconsin State Statutes. This county shall be represented on the WVLS Board of Trustees by one (1) individual selected by the County Board Chairman under the provisions of Section 43.19(1)(b)(1), Wisconsin State Statutes, and Chapter 2.08(10), Taylor County Code.

### **III. Current library services to county residents:**

A. An inventory of basic information about public library service in this county, including collection sizes, circulation, finances and staffing shall be provided by each public library in the county via the state-mandated annual report. A copy of this annual report shall be filed at each public library, with each library's sponsoring municipality, with the County Library Board, with WVLS and with the Wisconsin Department of Public Instruction, Division of Libraries and Community Learning.

B. Each public library in this county is an autonomous municipal public library. The boards of trustees for these libraries shall be appointed under the provisions of Section 43.54, Wisconsin State Statutes.

C. Each public library in this county shall provide library services to all residents of this county, residents of all WVLS counties and residents of all Wisconsin counties (except Milwaukee County) by means of the inter-system agreements WVLS has with other Wisconsin library systems.

D. By agreement of the Taylor County Library Board, the Taylor County Board of Supervisors, and the boards of each public library in this county, a non-resident circulation is eligible for county level reimbursement under the provisions of Section 43.12, Wisconsin State Statutes, if it meets the following criteria:

- is an item from a public library's collection checked out to a walk-in patron from an area of the county which does not directly support a public library (items used in the library do not count as eligible circulations);
- is an inter-loan item received from another library which is checked out to an in-county, non-resident patron;
- and that eligible in-county and cross-country non-resident circulations will be collected and reported on actual daily/monthly/annual basis as required by county resolution.

## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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### **IV. Current funding of library services to county residents.**

#### **A. Each public library in this county is supported by funds from:**

1. The municipality in which the library is located (and that municipality shall abide by the statutory requirement to maintain that library as required under the provisions of Section 43.52, Wisconsin State Statutes.)
2. Taylor County shall provide funding for its public libraries by reimbursing each library for the cost of providing circulation to residents of this county which maintains a public library at 100% of the cost of providing the documented non-resident circulations described in Paragraph III (C) above, or at the amount provided the previous year, whichever is greater (subject to Finance Committee approval), unless the population served and/or circulations are significantly reduced from the prior year, or for other valid and cogent reason. Reimbursements shall be based on most recent validated circulation costs. In the event the county appropriation for library services exceeds the amount needed to provide the minimal reimbursements specified above, the excess amount shall be divided proportionately between the individual libraries using service population from the most recent WVLS statistical report as a basis.
3. Adjacent counties that are provided non-resident loans (circulations) by Taylor County municipal libraries. Reimbursement for library services rendered under authority of this paragraph shall be as provided under Section 43.12, Wisconsin State Statutes, and shall be no less than 70% of the circulation costs calculated for the calendar year in which the loans (circulations) are reported.

**NOTE:** Operational expenditures used to determine circulation costs shall be as prescribed in Section 43.12, Wisconsin State Statutes, and current Wisconsin Department of Public Instruction guidelines covering preparation of the Wisconsin Public Library Annual Report.

4. Other WVLS counties as reimbursement for services provided by public libraries in this county to patrons from those counties who do not live in municipalities which support public libraries.
5. Library aid funds from federal, state, system, or other sources.
6. Gifts and donations.



## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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B. The municipalities in Taylor County which support public libraries may elect to exempt themselves from the county library tax levy under the provisions of Section 43.64(2)(b), Wisconsin State Statutes. They are eligible for this exemption if local tax support for their public library is at an equal or higher level than the support provided by the county. These municipalities recognize that they forfeit their eligibility for exemption from the county library tax if they fail to meet minimum levels of support as specified above.

C. Funding for public libraries in Taylor County shall be considered a priority issue, consistent with the need to provide premium educational opportunities to the public.

V. **Goals and Objectives:**

**GOAL #1: TO PROVIDE ALL COUNTY RESIDENTS WITH EQUITABLE HIGH QUALITY AND UNIFORM LIBRARY SERVICES AS REQUIRED UNDER SECTION 43.15(4)(b), WISCONSIN STATE STATUTES.**

*County Board Responsibilities:*

1. Appoint a County Library Board to oversee library operations in the county.
2. Adopt and maintain a county plan of library operations which will be reviewed and, if necessary, revised by each newly appointed county library board.
3. Provide financial support to the county library systems at a level equal to, or in excess of, that required under Sections 43.12 and 43.15, Wisconsin State Statutes, and Chapter IV (A)(2) of this plan.
4. Maintain membership in Wisconsin Valley Library Service (WVLS) in compliance with the current statutory requirements. Appoint qualified individual(s) to represent the county on the WVLS Board of Trustees.
5. Abide by agreement with WVLS, especially the provision which requires that public libraries in the county provide equitable library service to all residents of the county.
6. Enter into an agreement with individual municipal libraries requiring that they provide fair and equitable library service to all residents of the county.
7. By March 1 of each year shall pay to each public library in adjacent counties for non-resident library service provided to Taylor County residents who are not residents of a municipality that maintains a public library. Such payments shall be made in accordance with the provisions of Section 43.12(1), Wisconsin State Statutes.

## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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### *County Library Board Responsibilities:*

1. Maintain current the county plan of library operations and review and, if necessary, revise said plan each time a new county library board is appointed (normally every two (2) years).
2. Oversee library operations within the county ensuring that all such services are provided in accordance with current Wisconsin State Statutes and this Library Plan.
3. Conduct meetings of the board quarterly, or as often as deemed necessary, and invite directors and/or trustees from all public libraries in the county to attend and participate in deciding issues which are relevant to the provision of library services in the county.
4. Cooperate with the County Board of Supervisors, its Budget Review Committee, and individual librarians to develop and maintain an adequate level of county financial support for public libraries in this and other WVLS counties which serve residents of this county who live in areas of the county which do not maintain a public library.
5. Establish the purpose and distribution of any funds or other assets which may be provided to the county for the improvement or extension of library services.
6. Cooperate with the County Board of Supervisor, municipal librarians and library boards, and the WVLS staff and Board of Trustees in assisting the county's libraries in achieving and maintaining compliance with statutory and system requirements.
7. Assist the municipal librarians and library boards, where possible, to increase the level and quality of service being provided to library patrons.

### *Municipal Library Responsibilities:*

1. Appoint a library board to oversee operations of local municipal public library in accordance with current Wisconsin State Statutes and other applicable directives from proper authorities.
2. Maintain membership in WVLS by complying with statutory requirements for municipal library membership in a library system under the provisions of Section 43.52, Wisconsin State Statutes.
3. Enter into agreement with WVLS and abide by its provisions, especially those which require that the library serve all residents of the WVLS area in the same manner as it serves residents of the local municipality.



## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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4. Enter into agreement with Taylor County and abide by all provisions of the agreement, especially as they pertain to the fair and equitable provision of library services to all patrons.
5. By July 1 of each year, directors of each municipal public library in Taylor County shall provide statistics to the County Clerk which will be used to determine Taylor County's financial responsibility to support public libraries in this, adjacent counties, and other WVLS counties for service to residents of Taylor County who live in municipalities which do not support a public library in accordance with Section 43.12(2), Wisconsin State Statutes, and Attachment 4 to this Plan.
6. Directors of municipal public libraries in Taylor County will regularly attend meetings of the Taylor County Library Board to advise and assist the board in administering the county library services in the county.
7. Directors of municipal libraries shall annually submit a report to the Wisconsin Department of Public Instruction in compliance with Section 43.58(6), Wisconsin State Statutes. Copies of these reports shall be provided to the sponsoring municipality, the Taylor County Library Board, Wisconsin Valley Library Service (WVLS), and a copy shall be kept on file in the reporting municipal library.
8. Directors of municipal libraries shall report to the Taylor County Library Board any proposed improvements in their libraries which are intended for the purpose of better serving their patrons. Such report shall include an estimate of additional cost for budgeting purposes.

### **GOAL #2: PROVIDE FAIR AND EQUITABLE FUNDING FOR LIBRARY SERVICES PROVIDED TO ALL COUNTY RESIDENTS**

#### *County Board Responsibilities:*

1. Establish procedures to be followed by individual public libraries to qualify for county financial support.
2. Provide financial support at least at the levels required under the provisions of Section 43.12, Wisconsin State Statutes, and Chapter IV(A)(2) of this Plan.
3. Provide additional financial support to those individual public libraries which make proper application for and are found to qualify for additional funding to improve services through automation or other means.

#### *County Library Board Responsibilities:*

1. Develop formula for distribution of any federal, state, WVLS or other funding and/or county financial support.



## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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2. Assist county library directors in developing annual budgets for individual public libraries.
3. Conduct periodic meetings to keep county library directors and the public informed concerning public library funding.

### *Municipal Library Responsibilities:*

1. Directors of municipal public libraries shall annually provide to the Taylor County Clerk those statistics required under the provisions of Section 43.12(2), Wisconsin State Statutes.
2. On request of the County Clerk, directors of municipal public libraries shall provide access to all books and records used to support the statistics provided under Subparagraph 1 above.
3. Directors of municipal public libraries shall regularly attend and participate in meetings of the Taylor County Library Board.

### **GOAL #3: IMPROVE LIAISON WITH WISCONSIN LEGISLATURE SO AS TO PROVIDE SUPPORT FOR OR OPPOSITION TO PROPOSED LEGISLATION REGARDING PUBLIC LIBRARY SERVICES AND/OR FUNDING**

### *County Board Responsibilities:*

1. Assist the County Library Board in identifying legislation affecting public library services and/or funding.
2. Adopt resolutions supporting or opposing proposed legislation regarding public library services.
3. Provide individual or collective support or opposition to proposed legislation through personal, written, electronic or other means of communication with legislative representatives.

### *County Library Board Responsibilities:*

1. Appoint a Legislative Liaison Committee.
2. Assist the Legislative Liaison Committee in identifying legislation concerning public library services and/or funding, and identifying legislators who support or oppose such legislation.
3. Provide guidance to the Legislative Liaison Committee as to whether individual legislative efforts should be supported or opposed.
4. Provide information and guidance to municipal libraries concerning pending legislation which may affect library services and/or funding.

## **LIBRARY PLAN FOR TAYLOR COUNTY (2017 Revision)**

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5. Draft and adopt resolutions in support of or opposition to proposed legislation for submission to the County Board of Supervisors.
6. Individually or collectively support the efforts of the Legislative Liaison Committee through communication with legislators.

### *Municipal Library Responsibilities:*

1. City, village and town officials assist in identifying legislation which may be beneficial to/or adversely affect public library services and/or funding.
2. City, village and town officials, through their various associations, support or oppose legislation affecting library services.
3. City, village and town officials assist directors of municipal libraries in their efforts to support or oppose proposed legislation regarding public libraries.
4. Directors of municipal libraries and municipal library boards cooperate with and assist the Legislative Liaison Committee and the County Library Board in supporting or opposing legislation concerning library services through individual or collective communication with legislators.

### **VI. Future Plans:**

In accordance with Section V, Goal #1, above, the County Library Plan shall be reviewed and, if necessary, revised each time a new County Library Board is appointed or reappointed (normally every two (2) years), or when statutes are amended which make changes to the plan mandatory.

Copies of the County Library Plan and revisions shall be filed with:

- County Board of Supervisors
- County Library Board
- Each Public Library in the County
- Wisconsin Valley Library Service (WVLS)
- Wisconsin Department of Public Instruction, Division of Libraries and Community Learning