



1538 Truax Blvd, Eau Claire, WI 54703-1569  
 715-839-5082 or 800-321-5427 • fax: 715-839-5151  
[tellus@ifls.lib.wi.us](mailto:tellus@ifls.lib.wi.us) • [IFLSweb.org](http://IFLSweb.org)

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### Memorandum of Understanding

IFLS Library System, Northern Waters Library Service, and Wisconsin Valley Library Service

### Purpose

This Memorandum of Understanding (MOU) defines the parameters and costs of sharing the LEAN WI Technology Support Consultant between the IFLS Library System (IFLS), Northern Waters Library Service (NWLS), and Wisconsin Valley Library Service (WVLS) as part of the LEAN WI partnership.

### Contacts

Communication regarding this MOU should be directed to:

IFLS	NWLS	WVLS
John Thompson	Sherry Machones	Marla Sepnafski
(715) 839-5082 ext. 116	(715) 682-2365 ext. 1	(715) 261-7251
<a href="mailto:thompson@ifls.lib.wi.us">thompson@ifls.lib.wi.us</a>	<a href="mailto:smachones@northernwaters.org">smachones@northernwaters.org</a>	<a href="mailto:msepnafs@wvls.org">msepnafs@wvls.org</a>

### Service Expectations

The shared position will provide website assistance and training, digitization support, and data consultation as outlined in the position description. The individual for payroll purposes will be an employee of the IFLS Library System and, as such, abide by the terms and conditions of employment prescribed in the IFLS Library System Employee Handbook.

### Cost Allocation

The 40-hour per week position will be allocated on a percentage basis of 2024 state aid. The cost will be based on yearly salary, actual insurance costs, Wisconsin retirement, and any other benefit related costs. Mileage expenditures and computer software/hardware will be funded by the LEAN WI budget.

Projected 2024 Costs per System (Not to exceed cost/actual cost to be determined at time of hiring)

IFLS	NWLS	WVLS
\$ 39,333	\$ 18,356	\$ 29,718

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 with the tools to serve, empower and lead their communities.



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### Duration of the Agreement

IFLS, NWLS, WVLS agree to fund this position for 2024 and 2025 under these terms. Future agreements will be determined based on future state aid payments.

### Alteration or Termination

During the agreement, the contracting parties have the right by mutual agreement to terminate this agreement.

Agreed to and accepted by:

IFLS

John Thompson  
Signature

John Thompson  
Name

8/29/2023  
Date

NWLS

Sherry Machones  
Signature

Sherry Machones  
Name

8/29/2023  
Date

WVLS

Marla Sepnafski  
Signature

Marla Sepnafski  
Name

8/29/2023  
Date

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