

Clark County Plan of Library Service 2017

(Revised from 1999, 2005 plan)

I. Mission Statement

To make quality library service available to Clark County residents of all ages and to provide for equitable funding of that service.

II. Background

A. There are ten (10) public libraries in Clark County:

Abbotsford Public	Colby Community	Dorchester Public
Granton Community	Greenwood Public	Loyal Public
Neillsville Public	Owen Public	Thorp Public
Withee Public		

B. Since 1973, the Clark County Board of Supervisors has annually appointed a county library board to provide general oversight of public library service to Clark County. The current agreement between Clark County and the Wisconsin Valley Library Service (WVLS), states the purposes of the county library board as:

1. Maintaining a current plan of library services within Clark County
2. Overseeing library services within Clark County
3. Working with the County Board of Supervisors and the county's librarians to develop and maintain adequate county funding for established public libraries which serve residents of Clark County who live in areas of the county which do not maintain a public library
4. Determining the purpose and distribution of any funds or other benefits which may come to the county to improve and extend library services from WVLS or other funding sources
5. Working with the County Board of Supervisors, librarians from within the county and the WVLS staff and Board of Trustees to help Clark County's libraries to achieve and maintain compliance with statutory and system requirements

C. The Clark County Library Board recognized its duties and responsibilities under the WI.STATS., especially 43.11(3)(a-d).

D. In 1961 Clark County began its affiliation with the Wisconsin Valley Library Service (WVLS), a federated library system operating under Chapter 43 of the WIS. STATS. Clark County is represented on the WVLS Board of Trustees by two (2) people as required by WIS.STATS. 43.19(1)(b)

III. Current Library Services to County Residents

A. An inventory of basic information about public library service in Clark County including collection size, circulation, finances, and staffing is provided by each public library in Clark County via the state required annual report. A copy of that report is filed at each public library; with each library's municipality; with the Clark County Library Board; with WVLS; and with the Wisconsin Department of Public Instruction, Division for Libraries and Technology (DLT)

- B. Each public library in Clark County is an autonomous municipal library. The board of trustees for these libraries are properly appointed as per WIS. STATS. 43.54.
- C. Each public library in Clark County provides library services to all residents of Clark County, residents of all WVLS counties, and residents of all Wisconsin counties (except Milwaukee County) by means of the intersystem agreement WVLS has with other Wisconsin library systems. By agreement of the Clark County Library Board, the Board of Supervisors and the board of each public library in Clark County, an in-county non-resident circulation (for purposes of county reimbursement under WIS. STATS. 43.12) is defined as:
 - 1. 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.
 - 2. An interloan item received from another library which is checked out to an in-county non-resident patron.To make quality library service available to Clark County residents of all ages and to provide for equitable funding of that service.

IV. Funding of Library Services to Clark County Residents

- A. Each public library in Clark County is supported by funds from:
 - 1. Clark County reimburses at least at the 70% level as per the requirement and formula set forth in WIS. STATS. 43.11(3)c and 43.12(1) its public libraries for the cost of providing circulation to residents of the county who are not residents of a municipality in Clark County which supports a public library. (recommend 75%)
 - 2. Occasional grant money from federal, system, or other sources
 - 3. Gifts and donations
 - 4. Other WVLS counties, as reimbursement for service given by public libraries in Clark County to people from those counties who do not live in municipalities which support public libraries (not including consolidated counties)
- B. The municipalities in Clark County which support public libraries have elected to exempt themselves from the county tax levy. They are eligible for this exemption because local tax support for their public library is at an equal or higher level than the support provided by the county.
- C. The following method will be used to comply with the WIS. STATS. 43.11(3)c: If a public library in another WLVS county requests reimbursement for on-site circulation service which it provides to residents of Clark County who do not reside in a municipality in Clark County which directly supports a public library, it shall request reimbursement via the following actions:
 - 1. The Board of Trustees of the public library requesting reimbursement for circulations given to Clark County residents who do not live in a municipality which directly supports a public library

in Clark County shall, by July 1st of any year, provide written notification of such request to the chair of the Clark County Board of Supervisors.

2. This notification must include statistics indicating:
 - a) The number of on-site circulations for which reimbursement is being requested (the number of circulations given in the year previous to the request to residents of this county who do not reside in a municipality which directly supports a public library)
 - b) The requesting library's total operating expenditures (minus capital and federal expenditures) in the year previous to the request
 - c) The requesting library's total circulation in the year previous to the request
 - d) A description of the method/s used by the requesting library to determine the residence of patrons from Clark County
 3. Based on the written request for reimbursement and the submission of the statistics as requested above, Clark County will provide reimbursement according to the following formula:
 - a) Following the written request for reimbursement, Clark County will reimburse the requesting library at 70% of its actual cost per circulation
 - b) Payments will be made by Clark County directly to the requesting library by at least March 1st of any eligible year.
- D. It is the plan to review/update the Clark County Library Plan at least every three years.

V. Goals and Objectives of this Plan:

- A. Goal 1: To provide all county residents with open access to all library services provided by all WVLS member libraries as per WIS. STATS. 43.11(3)c.
 1. County Level Objective 1: *(Carried out by County Board of Supervisors)*
 - a) Maintain membership in WVLS by complying with statutory requirements for county membership in a library system. WIS. STATS. 43.15(4)(b)
 - b) Appoint representatives to represent Clark County on the WVLS Board of Trustees
 - c) Provide financial support at least at statutory levels per WIS. STATS. 43.15(4)(b)2 and 43.12
 - d) Abide by agreement with WVLS which, among other things, states that libraries in Clark County provide library service to all residents of Clark County
 - e) Appoint a county library board to oversee library activity in Clark County

- f) Adopt and maintain a county service plan which will be reviewed/revise at least every three years
 - 2. County Level Objective 2: *(Carried out by the County Library Board)*
 - a) Maintain plan of library service within Clark County and review/revise that plan at least every three years
 - b) Hold meetings at least semi-annually and invite directors and a trustee representative from all public libraries in Clark County to attend and participate in discussions of issues being considered by the County Library Board
 - c) Oversee library services within Clark County
 - d) Work with the County Board of Supervisors and county librarians to develop and maintain adequate county funding for public libraries in Clark County and other WVLS counties which serve residents of Clark County who live in areas which do not maintain a public library
 - e) Determine the purpose and distribution of any funds or other benefits which may come to Clark County to improve and extend library service from other funding sources
 - f) Work with the County Board of Supervisors, librarians from within the county and the WVLS staff and Board of Trustees to help Clark County's libraries to achieve and maintain compliance with the statutory and system requirements.
 - 3. Local Level Objective 1: *(Carried out by local municipality)*
 - a) Maintain membership in WVLS by complying with statutory requirements for municipal library membership in library system (WIS. STATS.43.15 (4)c)
 - (1) Sign agreement with WVLS which, among other things, states that the library will serve all residents of the WVLS area in the same manner as it serves residents of the municipality which established the library
 - 4. Local Objective 2: *(Carried out by local libraries)*
 - a) Public libraries in Clark County will serve all residents of the WVLS area in the same manner as it serves residents of the municipality which established the library
 - b) Directors of public libraries in Clark County are encouraged to regularly attend meetings of the County Library Board to provide background/input into decision making/etc.
- B. Goal 2: To provide for equitable funding for library services to all county residents
- 1. County Level Objective 1: *(Carried out by County Board of Supervisors)*
 - a) Provide financial support at least at statutory levels per WIS. STATS. 43.11(3)c; 43.12 and 43.15(2)(b)
 - 2. County Level Objective 2: *(Carried out by County Library Board)*

- a) Work with Clark County's public library directors to develop annual budget and distribution formula for county library support
- 3. County Level Objective 3: *(Carried out by local libraries)*
 - a) Directors of public libraries in Clark County will upon request provide statistics to the Clark County Clerk which will be used to determine Clark County's financial responsibility to support libraries for service to residents of this and other WVLS counties who live in areas which do not support a public library and will make their records available upon request to the county clerk as per WIS. STATS. 43.12(2)

VI. Current Plans

- A. Copies of revised plans will be filed with the Clark County Board of Supervisors, the Clark County Library Board, each public library in Clark County, WVLS and Wisconsin Department of Public Instruction, Division for Libraries and Technology (DLT)

VII. Attachments

- A. Agreements necessary to implement the county library plan
- B. Information and statistics about current county library service

Approved: Clark County Library Board, August 2018