

## MINUTES

### DODGE COUNTY LIBRARY PLANNING COMMITTEE

May 21, 2015

1. Call to order & Roll Call: The meeting was called to order by Committee Chair Alex Harvancik at 2:00 p.m. Present were, MaryAnn Miller, Sue Cantrell, and Tracy Scheffler. Absent: Alixe Bielot. Others: County Administrator Jim Mielke, Hustisford Library Director Candace Graulich and Connie Schuett, Juneau Librarian.
2. Review Mid-Wisconsin Federated Library System / Potential Impacts to Dodge County Municipal Libraries:
  - a. Sue Cantrell provided a history of the present three county library system (Dodge, Washington and Jefferson Counties). Jefferson County will be leaving the system as of January 1, 2016. The loss of Jefferson County will negatively impact the amount of state aid received by the MWFLS as the funding formula calculation includes population, geographic area and budgets). It was also noted that the Randolph municipal library will be leaving to join the South Central library system in January 2016.

Sue indicated the MWFLS will need to be restructured – currently staff members are weighing options of staying or leaving. The system is located on Clinton Street in Horicon and the system board is reviewing options related to the future of the property (the building is debt free). At this time, the system board hopes to have their 2016 budget finalized by the end of June.

Looking ahead, there are options for consideration. These include;

    - create a bare bones budget for 2016 in order to proper sufficient time to analyze options for 2017
    - merge with another system
      - both counties merge together into another system or each county go their separate way
    - maintain a two county system (Dodge – Washington)
    - others?
3. Plan for Service: The Committee reviewed the original April 2009 Plan for Service and the updated September 2014 Plan for Service.
4. Set Next Meeting Date: 1:00 p.m. August 20, 2015.
5. Adjournment: Motion by Miller, 2<sup>nd</sup> by Scheffler to adjourn. Motion carried, Time: 3:10 p.m.

## MINUTES

### DODGE COUNTY LIBRARY PLANNING COMMITTEE

September 4, 2014

1. Call to order & Roll Call: The meeting was called to order by Committee Chair Alex Harvancik at 3:00 p.m. Present were, MaryAnn Miller, Sue Cantrell, Tracy Scheffler, Alixe Bielot Absent: None. Others: County Administrator Jim Mielke and City of Beaver Dam Library Administrator Sue Mevis.

2. Election of Officers: Motion by Miller 2<sup>nd</sup> by Bielot to nominate Alex Harvancik for Committee Chair. Motion carried.

Motion by Harvancik, 2<sup>nd</sup> by Miller to nominate Alixe Bielot as Committee Vice Chair. Motion carried.

At the request of Committee Chair Harvancik, County Administrator Jim Mielke will serve as recording secretary.

3. Consideration of Minutes: September 12, 2013: Motion by Miller, 2<sup>nd</sup> by Bielot to approve the September 12, 2013 minutes as presented. Motion carried.

4. Review 2014 Rural Circulation Payments:

- a. Review of Plan for Library Service: The Committee reviewed the updated Plan Document. Chair Harvancik recommended the following changes:

Page 2, bottom paragraph, add the wording *participating member of the Mid-Wisconsin Federated Library System*.

Page 4, 3<sup>rd</sup> paragraph, replace *is* with *was*.

Page 4, add a new language after paragraph 4 which reads, *In late 2013, the two library systems cooperating as the SHARE consortium dissolved. The Mid-Wisconsin Federated Library System consisting of Dodge, Jefferson and Washington counties currently host an automation consortium for participating system libraries called trio. Beaver Dam Community library will exist as a stand-alone location.*

Page 6, eliminate the following bullet points – *Internet for public use / Wireless Internet access for public*

Page 7, 9<sup>th</sup> paragraph, eliminate the wording of *including a 24/7 virtual reference center*.

Motion by Miller, 2<sup>nd</sup> by Scheffler to approve the recommended wording changes to the Library Plan For Service and adopt the plan as amended. Motion carried.

- b. 2015 Budget: Administrator Mielke distributed an updated 2013 MWFLS Library Cost Per Circulation Chart / Dodge County Library Rural Reimbursement 2015. The summary is calculated with a 2015 base circulation payment of \$2.32. Sue Mevis provided an overview of the history of utilizing a base payment for calculating the non-resident reimbursement. The proposed non-resident circulation by the county libraries totals \$661,316.

Motion by Miller, 2<sup>nd</sup> by Scheffler to continue the annual \$1,000 grant to the Juneau Public Library for special material serving Clearview residents, Motion carried.

Motion by Miller, 2<sup>nd</sup> by Cantrell to accept and recommend the 2015 budget as presented.

The recommended 2015 Dodge County library levy for Rural Reimbursement is:

Dodge County Rural Payments	\$661,316	(\$2.32 per circulation minimum)
Adjacent County Payments	\$94,669	
Juneau Clearview Grant	<u>\$1,000</u>	
Total	\$756,985	

Motion carried.

5. Set Next Meeting Date: Consensus of the Committee to schedule a meeting for 1:00 p.m. August 20, 2015.
6. Motion by Harvaucik, 2<sup>nd</sup> by Cantrell to adjourn. Motion carried, Time: 3:56 p.m.

DRAFT

Dodge County Libraries	2015 Budget	2016 Budget Statutory Payment 70%	Additional Funds	70% or base rate	75% & no base	75% or the base rate of \$2.32	80% or the base rate of \$2.32	85%	100%
Beaver Dam Community Library *	\$254,395	\$196,252	\$43,761	\$240,013	\$210,270	\$240,013	\$240,013	\$238,306	\$280,360
Brownsville Public Library	\$24,752	\$23,353		\$23,353	\$25,021	\$25,021	\$26,689	\$28,356	\$33,361
Columbus Public Library **	\$25,774	\$26,588		\$26,588	\$26,588	\$26,588	\$26,588	\$26,588	\$26,588
Fox Lake Public Library	\$22,514	\$21,723		\$21,723	\$23,275	\$23,275	\$24,826	\$26,377	\$31,033
Hartford Public Library (Jack Russell)	\$52,506	\$49,294		\$49,294	\$52,815	\$52,815	\$56,336	\$59,857	\$70,420
Horicon Public Library	\$21,583	\$23,786		\$23,786	\$25,485	\$25,485	\$27,184	\$28,883	\$33,980
Hustisford Community Library	\$40,957	\$36,007		\$36,007	\$38,579	\$38,579	\$41,151	\$43,723	\$51,439
Iron Ridge Public Library *	\$11,881	\$7,989	\$1,110	\$9,099	\$8,560	\$9,099	\$9,130	\$9,701	\$11,413
Juneau Public Library	\$38,010	\$47,284		\$47,284	\$50,662	\$50,662	\$54,039	\$57,417	\$67,549
Lomira Public Library	\$15,361	\$10,443		\$10,443	\$11,189	\$11,189	\$11,935	\$12,681	\$14,919
Lowell Public Library	\$5,750	\$4,990		\$4,990	\$5,346	\$5,346	\$5,703	\$6,059	\$7,128
Mayville Public Library	\$22,998	\$24,217		\$24,217	\$25,947	\$25,947	\$27,677	\$29,407	\$34,596
Hutchinson Mem. Library, Randolph	\$11,559	\$11,898		\$11,898	\$12,749	\$12,749	\$13,598	\$14,448	\$16,998
Reeseville Public Library	\$12,853	\$14,826		\$14,826	\$15,885	\$15,885	\$16,944	\$18,003	\$21,180
Theresa Public Library	\$2,015	\$1,822		\$1,822	\$1,952	\$1,952	\$2,082	\$2,212	\$2,602
Watertown Public Library *	\$69,449	\$47,997	\$9,639	\$57,636	\$51,425	\$57,636	\$57,636	\$58,282	\$68,567
Waupun Public Library	\$28,959	\$31,176	\$54,510	\$31,176	\$33,403	\$33,403	\$35,630	\$37,857	\$44,538
	\$661,316	\$579,645		\$634,155	\$619,151	\$655,644	\$677,161	\$698,157	\$816,671
<b>Adjacent Counties</b>	<b>\$94,669</b>			<b>\$80,025</b>		<b>80,025</b>	<b>\$80,025</b>		
Juneau Library	\$1,000			\$1,000		1,000	\$1,000		
<b>Grand Total</b>	<b>\$756,985</b>			<b>\$715,180</b>		<b>\$736,669</b>	<b>\$758,186</b>		
* Libraries receiving base rate/plan minimum of \$2.32 for 2016 Budget									
** Columbus receives 70% base rate/plan minimum as they are part of the South Central Library System									
<b>Bolded amounts are based on base rates</b>									
w:\msdata\excel\library\percentage comparisons.xls									

<b>Dodge County Libraries</b>	<b>Payment 75%</b>
Beaver Dam Community Library *	\$240,013
Brownsville Public Library	\$25,021
Columbus Public Library	\$26,588
Fox Lake Public Library	\$23,275
Hartford Public Library (Jack Russell)	\$52,815
Horicon Public Library	\$25,485
Hustisford Community Library	\$38,579
Iron Ridge Public Library *	\$9,099
Juneau Public Library	\$50,662
Lomira Public Library	\$11,189
Lowell Public Library	\$5,346
Mayville Public Library	\$25,947
Hutchinson Mem. Library, Randolph	\$12,749
Reeseville Public Library	\$15,885
Theresa Public Library	\$1,952
Watertown Public Library *	\$57,636
Waupun Public Library	\$33,403
<b>TOTAL DODGE COUNTY LIBRARIES</b>	<b>\$655,644</b>

\* Libraries Eligible for \$2.32 base rate

<b>Adjacent County Payments</b>	
<b>LIBRARY</b>	<b>Payment</b>
Brandon	\$496
Brookfield	\$283
Butler	\$439
Cambria (Jane Morgan Memorial)	\$26
Campbellsport	\$846
Cross Plains (Rosemary Garfoot)	\$17
Dane County Library Service	\$31
Delafield	\$1,121
Fitchburg	\$759
Fond du Lac	\$5,545
Fort Atkinson (Dwight Foster)	\$178
Hartland	\$614
Johnson Creek	\$589
Kewaskum	\$43
Lake Mills (LD Fargo)	\$962
Madison	\$858
Markesan	\$477
Marshall	\$1,137
McFarland (E.D. Locke)	\$8
Menomonee Falls	\$1,863
Monona	\$29
Muskego	\$60
North Lake (Town Hall)	\$7,383
Oakfield	\$257
Oconomowoc	\$22,122
Pewaukee	\$889
Portage	\$35
Poynette	\$95
Rio	\$106
Slinger	\$849
Sun Prairie	\$1,873
Sussex (Pauline Haass)	\$157
Waterloo (Karl Junginger)	\$26,354
Waukesha	\$1,553
West Bend	\$1,971
<b>TOTAL ADJACENT</b>	<b>\$80,025</b>

<b>2016 Overall Budget Breakdown</b>	<b>Amount</b>
DC Rural Payments	\$655,644
Adjacent County Payments	\$80,025
Juneau Clearview Grant	\$1,000
	\$736,669