

**Sauk County Library Board
Agenda
Tuesday, May 25, 2021, 3:30p.m.**

Due to the COVID-19 Health emergency this meeting will be conducted virtually or by phone. Members of the public can access this meeting by either of the options listed below.

Video:

<https://us02web.zoom.us/j/84832881882?pwd=S3JOK2dQc0NCVzB1dmpaQXlXRkZldz09>

Phone: +1 312 626 6799 US (Chicago)

Meeting ID: 848 3288 1882

Passcode: 037089

1. Call to order and verification of compliance with the open meetings law
2. Adoption of Agenda
3. Election of Board Secretary
4. Approval of the minutes of the January 2021 meeting
5. SCLS Report – Martha Van Pelt
6. Budget Discussion
 - a. Review Output Performance Measures from Library’s annual reports
 - b. 2022 County Reimbursement Funding Proposal
 - c. Consider formation of Budget Subcommittee
7. Librarians' reports - Directors in attendance
8. Next meeting July 13, 2021, 9:00a.m. – Format and location TBD.
9. Adjournment.

Distribution

Board Members:

Mary Boda

Joel Chrisler

Joan Fordham (Chair)

Linda Kettner

Carolyn Kotchi-Aslaksen

Peggy Heidenreich

Terry Slack

Others:

Sauk County Clerk’s Office

Sauk County Public Librarians (10)

Martha Van Pelt, SCLS

Mark Ibach, SCLS

Minutes
Sauk County Library Board Meeting
Tuesday January 26, 2019. 3:30 p.m.
Virtual meeting via BlueJeans

Board Members Present: Joan Fordham, Carolyne Kotchi-Aslaksen, Mary Boda, Joel Chrisler, Alternate Rob Nelson, Peggy Heidenreich, Linda Kettner
Librarians Present: Jessica Bergin, Emily Judd, Sue Kucher, Lisa Renier Thompson, Raina Roloff, Katie Schofield, Nicholas Studnicka, Lauren White, Martha VanPelt

1. Chair Fordham called the meeting to order.

2. Fordham welcomed new member Mary Boda

3. Chair Fordham requested item 7, Election of Officers be moved to follow the adoption of the agenda. Peggy Heidenreich moved to approve the amended agenda. Kotchi-Aslaksen seconded. All approved.

4. Election of Officers:

Nomination for Chair: Joan Fordham by Heidenreich

Linda Kettner volunteered to serve as Vice Chair.

Heidenreich moved to approve the nominations. Kettner seconded. All approved.

Secretary Position Vacant.

5. Heidenreich moved to approve the minutes from the November 17, 2020 meeting. Kettner seconded. All approved.

6. SCLS Report by Martha Van Pelt. Marathon Library Board voted to leave the Wisconsin Valley Library Services with the intention to join SCLS. Public hearings and additional votes required to move forward; Hearings and decisions must be completed by June 2021 to join SCLS January 1, 2022. DPI Annual Reports site open as of 1/25. Many SCLS staff continue to work remotely, however the offices are staffed Monday through Friday 8-4:30.

7. Librarian reports: Spring Green, Plain, LaValle, North Freedom, Rock Springs, Sauk City, Reedsburg, Ruth Culver, and Baraboo.

Lavalle is currently seeking a Library Director. Interim Director is Liz Wedam. Vera Milbauer is the Library Board President.

8. Kotchi-Aslaksen moved to approve the annual calendar of tasks; Kettner seconded. All approved

9. County Library Board Bylaws reviewed. Nelson suggested clarification to Article VIII, Section 3. To read:

Any rule or resolution of the Board, whether contained in these bylaws or otherwise, may be suspended temporarily in connection with business at hand. But such suspension, to be valid, may be taken only at a meeting at which at least two-thirds of the members of the Board shall be present and two-thirds of the attending members shall approve.

Chrisler moved to approve the Bylaws with the noted change to Article VIII-Sec 3. Kettner seconded. All Approved.

10. Heidenreich moved to Adjourn, seconded by Kotchi-Aslaksen. Next meeting May 25, 2021 at 3:30 p.m.

Respectfully submitted by County Resource Librarian, Sue Ann Kucher

**Sauk County Libraries - Performance Output
Circulation & Visits - 2020**

Location	Municipality	Total Annual Circulation	Circulation of Children's Materials	Items Loaned (provided to)	Items Received (rec'd from)	Resident Registered Users	Nonresident Registered Users	Total Registered Users	Reference Transactions	Library Visits
BARABOO PUBLIC LIBRARY	Baraboo	133,235	45,032	45,948	51,640	5,520	3,093	8,613	8,476	61,995
KILBOURN PUBLIC LIBRARY	Wisconsin Dells	49,036	14,308	16,726	18,337	2,711	2,672	5,383	16,568	46,477
KRAEMER LIBRARY & COMMUNITY CENTER	Plain	15,903	3,303	12,357	6,636	333	441	774	1,206	12,627
La Valle Public Library	La Valle	5,374	1,717	5,100	3,091	187	296	483	Not Collected	Not Collected
NORTH FREEDOM PUBLIC LIBRARY	North Freedom	11,877	1,606	8,513	4,626	338	119	457	700	4,127
REEDSBURG PUBLIC LIBRARY	Reedsburg	107,832	30,063	59,234	33,423	4,786	3,191	7,977	Not Collected	81,594
ROCK SPRINGS PUBLIC LIBRARY	Rock Springs	2,126	1,288	1,659	1,174	192	91	283	52	777
RUTH CULVER COMMUNITY LIBRARY	Prairie du Sac	73,364	35,193	28,870	26,775	2,067	2,191	4,258	884	30,699
SAUK CITY PUBLIC LIBRARY	Sauk City	61,368	24,085	22,469	20,427	1,665	1,827	3,492	1,022	40,768
SPRING GREEN COMMUNITY LIBRARY	Spring Green	38,281	10,210	18,107	19,789	867	1,490	2,357	Not Collected	Not Collected
TOTALS		498,396	166,805	218,983	185,918	18,666	15,411	34,077	28,908	279,064

Reedsburg Public Library Operates a Books by Mail program for patrons with disabilities.
 Kilbourn Public Library operates a Bookmobile to provide services throughout their service area.
 Prairie du Sac provides mobile services to the Bluffview community

Sauk County Libraries - Performance Output
Services - 2020

Location	Total Hours per year	Limited service total hours	Staff only total hours	Total standard & limited service hours	Books in Print	Books in Print Added	Audio Materials	Audio Materials Added	E-audio Units	Video Materials	Videos Materials Added	E-video Units	Other Materials	Local Electronic Collections	Total Electronic Collections	Subscriptions	Total Holdings	Total Local and other databases	Total Serial Subscriptions	Total Materials Added
BARABOO PUBLIC LIBRARY	580	1,856	580	2,436	67,316	3,332	3,462	126	60,707	12,287	874	573	456	2	66	104	302,149	2	104	4,332
KILBOURN PUBLIC LIBRARY	2013	200	280	2,213	43,405	1,957	3,444	198	60,716	4,478	455	579	356	6	70	97	270,335	6	97	2,610
KRAEMER LIBRARY & COMMUNITY CENTER	462	1,050	20	1,512	16,821	808	869	22	60,707	3,179	252	573	139	2	66	46	239,578	2	46	1,082
La Valle Public Library	260	560	0	820	8,196	1,311	358	16	60,707	2,287	130	573	8	0	64	35	229,406	0	35	1,457
NORTH FREEDOM PUBLIC LIBRARY	374	840	120	1,214	9,343	722	896	42	60,707	5,592	376	573	272	3	67	19	234,647	3	19	1,140
REEDSBURG PUBLIC LIBRARY	2254	408	495	2,662	87,752	2,037	5,208	135	60,707	16,343	403	573	324	5	69	122	328,276	5	122	2,575
ROCK SPRINGS PUBLIC LIBRARY	160	352	320	512	5,736	184	22	0	60,707	1,812	48	573	0	0	64	4	226,096	0	4	232
RUTH CULVER COMMUNITY	620	2,090	140	2,710	51,138	2,194	3,859	230	60,707	6,869	384	573	967	5	69	163	281,523	5	163	2,808
SAUK CITY PUBLIC LIBRARY	638	1,392	986	2,030	34,120	1,397	1,748	31	60,707	7,845	519	573	315	5	69	80	262,635	5	80	1,947
SPRING GREEN COMMUNITY	460	814	110	1,274	27,702	1,456	1,642	142	60,707	6,532	224	573	42	4	68	97	254,541	4	97	1,822
TOTALS	7,821	9,562	3,051	17,383	351,529	15,398	21,508	942	607,079	67,224	3,665	5,736	2,879	32	672	767	2,629,186	32	767	20,005

Sauk County residents have access to 157,178 E-books, 60,707 E-audio titles and 573 E-Video titles.
Services through South Central Library System and Badgerlink provides access to 64 Electronic databases.

**Sauk County Libraries - Performance Output
Revenues & Expenditures - 2020**

Name of Library	Municipality	Municipal Appropriation	Home (Sauk) County Total	Other County Payments	State Revenue (CE and Literacy Grants)	Federal Revenue (CARES & Roads to Recovery Grants)	Funds Carried Forward	Other Revenue	Total Revenue	Salaries and Wages	Employee Benefits	Total Collection Expenditures	Total Contracted Services	Other Operating Expenditures	Total Operating Expenditures
Baraboo Public Library	City of Baraboo	\$620,542	\$307,220	\$12,688	\$525	\$0	\$39,964	\$66,381	\$1,047,320	\$560,180	\$172,342	\$67,330	\$51,611	\$101,290	\$952,753
*Kilbourn Public Library	City of Wisconsin Dells & Village of Lake Delton	\$575,364	\$54,239	\$45,306	\$475	\$0	\$0	\$3,853	\$679,237	\$283,912	\$110,516	\$50,979	\$38,320	\$78,045	\$561,772
Kraemer Library & Community Center	Village of Plain	\$61,609	\$80,877	\$2,076	\$250	\$1,301	\$0	\$1,877	\$147,990	\$66,326	\$8,211	\$16,627	\$14,745	\$31,941	\$137,850
La Valle Public Library	Village of La Valle	\$16,000	\$36,813	\$853	\$765	\$0	\$266	\$1,536	\$56,233	\$17,874	\$1,329	\$6,062	\$9,918	\$11,484	\$46,667
North Freedom Public Library	Village of North Freedom	\$35,000	\$25,870	\$530	\$450	\$4,854	\$0	\$2,892	\$69,596	\$31,826	\$12,000	\$4,743	\$12,211	\$5,559	\$66,339
Reedsburg Public Library	Reedsburg	\$478,549	\$251,518	\$25,706	\$525	\$0	\$0	\$20,992	\$777,290	\$395,124	\$113,114	\$74,827	\$54,823	\$51,319	\$689,207
Rock Springs Public Library	Village of Rock Springs	\$20,000	\$23,902	\$190	\$1,255	\$0	\$0	\$4,202	\$49,549	\$21,649	\$1,872	\$2,795	\$6,517	\$9,063	\$41,896
Ruth Culver Community Library	Village of Prairie du Sac	\$338,043	\$107,092	\$77,602	\$462	\$0	\$0	\$47,494	\$570,693	\$279,722	\$66,721	\$55,946	\$36,911	\$107,353	\$546,653
George Culver Community Library	Village of Sauk City	\$210,000	\$117,592	\$68,172	\$475	\$0	\$76,524	\$49,962	\$522,725	\$192,062	\$66,373	\$32,432	\$28,203	\$118,694	\$437,764
Spring Green Community Library	Village of Spring Green	\$100,921	\$86,919	\$46,038	\$1,240	\$9,213	\$0	\$49,589	\$293,920	\$127,646	\$35,281	\$26,556	\$23,408	\$30,850	\$243,741
TOTALS			\$1,092,042	\$279,161	\$6,422	\$15,368	\$116,754	\$248,778	\$4,214,553	\$1,976,321	\$587,759	\$338,297	\$276,667	\$545,598	\$3,724,642

* Kilbourn Public Library is recorded as a Columbia County Library on the DPI Annual Report. Figures here show Sauk as the home county for all libraries for consistency

**Sauk County Libraries - Performance Output
Programming - 2020**

Location	Total Children's Programs	Total Young Adult Programs	Total Other Programs	Total Number of Library Programs	Total Attendance at Children's Programs	Total Attendance at Young Adult Programs	Total Attendance at Other Programs	Total Program Attendance
BARABOO PUBLIC LIBRARY	263	34	58	355	5,292	373	674	6,339
KILBOURN PUBLIC LIBRARY	81	2	99	182	1,284	18	921	2,223
KRAEMER LIBRARY & COMMUNITY CENTER	34	0	12	46	53	0	175	228
La Valle Public Library	0	0	0	0	0	0	0	0
NORTH FREEDOM PUBLIC LIBRARY	0	0	0	0	0	0	0	0
REEDSBURG PUBLIC LIBRARY	135	27	69	231	1,627	505	642	2,774
ROCK SPRINGS PUBLIC LIBRARY	37	9	9	55	420	89	37	546
RUTH CULVER COMMUNITY LIBRARY	85	24	15	124	1,970	115	211	2,296
SAUK CITY PUBLIC LIBRARY	94	0	67	161	4,097	0	483	4,580
SPRING GREEN COMMUNITY LIBRARY	75	5	22	102	626	28	258	912
Totals	804	101	351	1,256	15,369	1,128	3,401	19,898

Live Programs are those that were presented in-person. Programs included storytimes, craft days, movie nights, book clubs, reading dog, and more.

Live-Virtual programs are those that were presented in real-time over Internet; some live-virtual programs were available for watching later on, recorded as "Asynchrynous Viewing". Virtual Programs were presented on Zoom, Facebook and GoToMeeting

Pre-recorded programs were presentations recorded for viewing other than during the live-presentation

Drop-in Programs are those that are self-directed, such as the Summer reading program and 1000 Books before Kindergarten

LIVE PROGAMS

Location	Number of Children's Programs	Number of Young Adult Programs	Number of Other (All Ages) Programs	Total Number of Library Programs	Total Attendance at Children's Programs	Total Attendance at Young Adult Programs	Total Attendance at Other (All Ages) Programs	Total Program Attendance
BARABOO PUBLIC LIBRARY	193	23	34	250	4,000	282	448	4,730
KILBOURN PUBLIC LIBRARY	80	2	76	158	1,284	18	853	2,155
KRAEMER LIBRARY & COMMUNITY CENTER	7	0	4	11	12	0	58	70
LA VALLE PUBLIC LIBRARY								
NORTH FREEDOM PUBLIC LIBRARY								
REEDSBURG PUBLIC LIBRARY	72	17	58	147	1,294	481	607	2,382
ROCK SPRINGS PUBLIC LIBRARY	16	4	1	21	252	72	4	328
RUTH CULVER COMMUNITY LIBRARY	63	7	11	81	1,756	45	167	1,968
SAUK CITY PUBLIC LIBRARY	73	0	25	98	1,681	0	309	1,990
SPRING GREEN COMMUNITY LIBRARY	21	5	11	37	337	28	229	594
TOTAL	525	58	220	803	10,616	926	2,675	14,217

LIVE VIRTUAL PROGAMS

Location	Children's Live Virtual Programs	Young Adult Live Virtual Programs	Other (all ages) Live Virtual Programs	Total Live Virtual Programs	Children's Live Virtual Program Attendance	Young Adult Live Virtual Program Attendance	Other (all ages) Live Virtual Program Attendance	Total Live Virtual Program Attendance
BARABOO PUBLIC LIBRARY	70	11	24	105	1,292	91	226	1,609
KILBOURN PUBLIC LIBRARY	1	0	23	24	0	0	68	68
KRAEMER LIBRARY & COMMUNITY CENTER	27	0	8	35	41	0	117	158
LA VALLE PUBLIC LIBRARY								
NORTH FREEDOM PUBLIC LIBRARY								
REEDSBURG PUBLIC LIBRARY	63	10	11	84	333	24	35	392
ROCK SPRINGS PUBLIC LIBRARY	21	5	8	34	168	17	33	218
RUTH CULVER COMMUNITY LIBRARY	22	17	4	43	214	70	44	328
SAUK CITY PUBLIC LIBRARY	21	0	42	63	2,416	0	174	2,590
SPRING GREEN COMMUNITY LIBRARY	54	0	11	65	289	0	29	318
TOTAL	279	43	131	453	4,753	202	726	5,681

Asynchronous Viewing (Watched later)

Location	Children's Views of Live Programs that were Recorded and Posted for Asynchronous Viewing	Young Adult Views of Live Programs that were Recorded and Posted for Asynchronous Viewing	Other (all ages) Views of Live Programs that were Recorded and Posted for Asynchronous Viewing	Total Views of Live Programs that were Recorded and Posted for Asynchronous Viewing
BARABOO PUBLIC LIBRARY	3,849	230	131	4,210
KILBOURN PUBLIC LIBRARY	86	0	1,558	1,644
KRAEMER LIBRARY & COMMUNITY CENTER	1,578	0	268	1,846
LA VALLE PUBLIC LIBRARY				
NORTH FREEDOM PUBLIC LIBRARY				
REEDSBURG PUBLIC LIBRARY	46		48	94
ROCK SPRINGS PUBLIC LIBRARY	219	97	0	316
RUTH CULVER COMMUNITY LIBRARY	162		21	183
SAUK CITY PUBLIC LIBRARY	2,306	0	1,058	3,364
SPRING GREEN COMMUNITY LIBRARY	586	0	73	659
TOTAL	8,832	327	3,157	12,316

PRE-RECORDED PROGRAMS

Location	Children's Number of Pre-Recorded Programs	Young Adult Number of Pre-Recorded Programs	Other (all ages) Number of Pre-Recorded Programs	Total Number of Pre-Recorded Programs	Children's Number of Pre-recorded Program Views	Young Adult Number of Pre-recorded Program Views	Other (all ages) Number of Pre-recorded Program Views	Total Number of Pre-recorded Program Views
BARABOO PUBLIC LIBRARY	0	8	16	24	0	172	1,768	1,940
KILBOURN PUBLIC LIBRARY	64	0	3	67	9,766	0	602	10,368
KRAEMER LIBRARY & COMMUNITY CENTER	0	0	0	0	0	0	0	0
LA VALLE PUBLIC LIBRARY								
NORTH FREEDOM PUBLIC LIBRARY								
REEDSBURG PUBLIC LIBRARY	44	0	19	63	249	0	109	358
ROCK SPRINGS PUBLIC LIBRARY								
RUTH CULVER COMMUNITY LIBRARY	9			9	4			4
SAUK CITY PUBLIC LIBRARY	23	0	0	23	2,535	0	0	2,535
SPRING GREEN COMMUNITY LIBRARY	2	0	12	14	7	0	98	105
TOTAL	142	8	50	200	12,561	172	2,577	15,310

DROP-IN PROGRAMS

Location	Drop-in Activities for Children 0-11	Drop-in Activities for Young Adults 12-18	Drop-in Activities for Other (all ages)	Number of Drop-in Programs	Participation in Drop-in Activities for Children	Participation in Drop-in Activities for Young Adults	Participation in Drop-in Activities for Other (all ages)	Total Participation in Drop-in Activities
BARABOO PUBLIC LIBRARY	8	2	2	12	160	106	28	294
KILBOURN PUBLIC LIBRARY	104	2	25	131	1,876	29	415	2,320
KRAEMER LIBRARY & COMMUNITY CENTER	5	1	1	7	42	0	11	53
LA VALLE PUBLIC LIBRARY	0	0	0	0	0	0	0	0
NORTH FREEDOM PUBLIC LIBRARY	0	0	0	0	0	0	0	0
REEDSBURG PUBLIC LIBRARY	5	1	17	23	166	49	456	671
ROCK SPRINGS PUBLIC LIBRARY	10	0	0	10	49	0	0	49
RUTH CULVER COMMUNITY LIBRARY	82	8	4	94	2,714	201	138	3,053
SAUK CITY PUBLIC LIBRARY	26	1	4	31	1,041	12	83	1,136
SPRING GREEN COMMUNITY LIBRARY	23	4	29	56	688	33	1,999	2,720
TOTAL	263	19	82	364	6,736	430	3,130	10,296

2022 SCLS Libraries - County Reimbursement Funding - SAUK COUNTY

Based on Wisconsin Statutes, s.43.12 (1) - Statistics taken from 2020 Wisconsin Public Library Annual Reports

(full decimal numbers are "behind the scenes" for the "2020 Expenditures divided by Circulation" column)

Library	2020 Operational Expenditures (excludes federal funds)	2020 Total Circulation	2020 Expenditures divided by Circulation	County Avg. 2020 (Expenditures Divided by Circulation)	2020 Circulation to Sauk County Residents w/o a library	Reimbursement to be paid in 2022 - Sauk Co. Libraries at 100% Level
Baraboo	\$952,753	133,235	\$7.15		46,020	\$329,085
LaValle	\$46,667	5,374	\$8.68		3,179	\$27,606
North Freedom	\$61,485	11,877	\$5.18		3,672	\$19,009
Plain	\$136,549	15,903	\$8.59		8,976	\$77,071
Prairie du Sac	\$546,653	73,364	\$7.45		15,522	\$115,658
Reedsburg	\$689,207	107,832	\$6.39		37,386	\$238,952
Rock Springs	\$41,896	2,126	\$19.71		1,028	\$20,258
Sauk City	\$437,764	61,368	\$7.13		16,648	\$118,757
Spring Green	\$234,528	38,281	\$6.13		13,233	\$81,072
Wisconsin Dells *	\$561,772	49,036	\$11.46		6,169	\$49,472
TOTALS	\$3,709,274	498,396	\$7.44	\$8.79	151,833	\$1,076,941

Totals from 2020 Spreadsheet	\$3,813,380	872,273	\$4.37	\$5.37	255,787	\$1,071,644
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NOTE:

* Wisconsin Dells has territory located in both Columbia & Sauk Counties

Calculations for Sauk County Library Funding:

- 1) Divide Operational Expenditures by Total Circulation (the resulting full decimal number is "behind the scenes" & used to calculate totals)
- 2) Multiply this "Expenditures divided by Circulation" by the Library's Circulation to Sauk County Residents without a Library

Updated by Mark Ibach - South Central Library System - Feb. 25, 2021