

# Sauk County Library Service Plan 2025-2030



**1. MISSION STATEMENT:** The mission of the Sauk County Library Board is to provide high quality library service to all residents in the most accountable and efficient manner.

**2. INTRODUCTION:** Sauk County maintains a library service under the authority of Wisconsin Statute 43.57 to serve the residents of the county who do not live in municipalities that have established libraries or to improve the library service of municipal libraries.

The Sauk County Library Board has operated a county library service since 1964. From 1964 to 1975, the county library service provided direct services to libraries including consultant services, materials, grant administration, and bookmobile service. In 1975, Sauk County joined the newly formed South Central Library System.

Library service to county residents, rural and urban, is provided by 10 libraries in Sauk County with assistance from county funds. Those public libraries are in the communities of Baraboo, LaValle, North Freedom, Plain, Prairie du Sac, Reedsburg, Rock Springs, Sauk City, and Spring Green. Since part of the city of Wisconsin Dells, and the entirety of Lake Delton are within Sauk County, per statute 43.12 it receives funds based on its service to Sauk County residents; it is reported as a Sauk County library throughout this document.

The Sauk County Library Board meets at least quarterly. The Sauk County library directors also meet quarterly, or more often as the need arises. The Sauk County Library Board contracts with one library in the county to provide the administrative services required by the library board and to complete state reporting mandates.

Sauk County participates fully as a member of the South Central Library System and receives the full range of system services. Sauk County supports representation on the SCLS board, as provided in s. 43.19(1)(b)(2).

### 3. CURRENT SERVICES TO COUNTY RESIDENTS

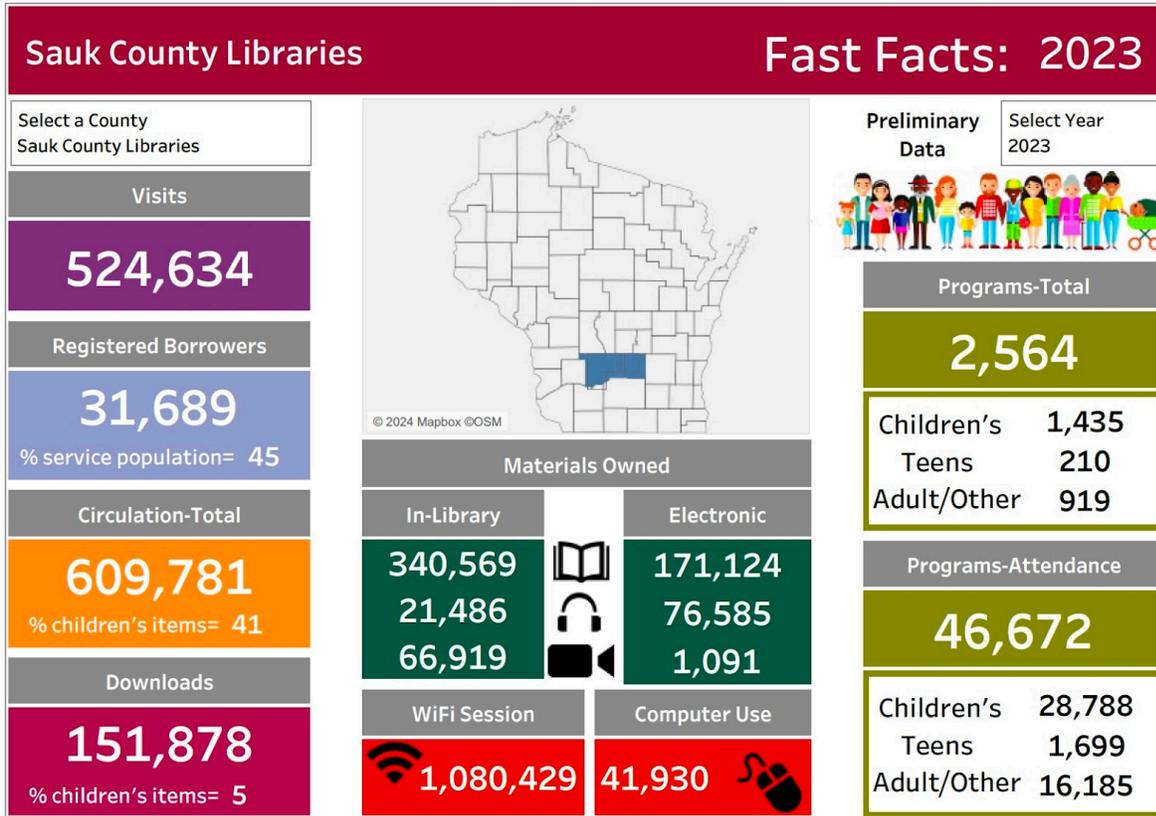
- a. County libraries may provide the following materials and services to all library users:
- 24/7 access to shared library catalog (LINKcat), shared databases and digital collections via computers and mobile devices.
  - Leisure materials – Books in a variety of physical and digital formats, music, movies, periodicals and unique collections including tools, equipment kits and technology.
  - Research Materials - Local history resources, databases, microfilm readers and skilled reference staff.
  - Room use with video conferencing capabilities
  - Equipment - Audiovisual equipment, fax machines, scanners, photocopiers, typewriters and other communication equipment.
  - Internet access – High-speed bandwidth, computers for public use, wireless internet, and mobile access devices.
  - Training - Computer assistance, youth and adult literacy programs, exam proctoring, resources for job searching and skills, language training and assistance with identifying and navigating available resources.
  - Programming for all ages – Literacy programs, discussion groups, creative programs, cultural displays, summer reading programs.
  - Community Outreach - Homebound delivery, community information, public meeting spaces, and collaboration with community organizations and resources.
  - Safe, neutral community spaces for everyone to meet, interact and exchange ideas.

b. The ten libraries serving Sauk County have been established under Wisconsin Statute 43.52 and 43.53. The libraries are governed by municipal library boards under State Statute 43.54 as shown below:

- Baraboo - 9 members, recommended by the Board and appointed by the City of Baraboo
- La Valle - 5 members appointed by the Village President. The board is made up of 3 Village residents and 2 members from outside the village.
- North Freedom - 5-7 member board, recommended by the Library Board, with the approval of the Village Board.
- Plain - 7 member board, recommended by the Library Board; appointed by the Village of Plain
- Prairie du Sac - 7 member board, appointed by the Village of Prairie du Sac.
- Reedsburg Public Library - 7 members, appointed by Reedsburg's Mayor, confirmed by Common Council
- Rock Springs - 5 member board, appointed by the Village of Rock Springs
- Sauk City - 7 member board, appointed by the Village of Sauk City
- Spring Green - 7 member board, appointed by the Spring Green Village President with approval of the Village Board of Trustees
- Kilbourn Library - Joint library, serving Wisconsin Dells and Lake Delton; 7 member board. 3 appointed by the City of Wisconsin Dells, 3 appointed by the Village of Lake Delton and one representative from the Wisconsin Dells School District.

Sauk County has established county library services under Statute 43.57(3) to serve the residents of the county who do not live in municipalities that have established libraries and to improve the library services of municipal libraries established under s. 43.52 or 43.53. The Sauk County Library Board is a 7 member board. Potential candidates are referred by the Sauk County Library Board, appointed by County Administrator and confirmed by the Sauk County Board of Supervisors.

c. Current library usage statistics for county residents:



This infographic includes statistics for the Kilbourn Library of Wisconsin Dells as a Sauk County Library. The Kilbourn Library is a joint municipal library serving Wisconsin Dells and Lake Delton. The library is located in Columbia County. The City of Wisconsin Dells sits within Adams, Columbia Juneau and Sauk Counties. The Village of Lake Delton is located in Sauk County.

See Also Attachments: Sauk County Libraries Output Performance Measures

4. CURRENT FUNDING OF LIBRARY SERVICES TO SAUK COUNTY RESIDENTS:

a. County payment for library service is governed by Statute 43.12, specifying, in part:

*The minimum amount under par. (a) shall be calculated to equal 70 percent of the amount computed by multiplying the number of loans of material made by the library during the prior calendar year, for par. (a) 1. or 3., to residents of the county who are not residents of a municipality that maintains a public library under s. 43.52 or 43.53, or, for par. (a) 2., to residents of the county who are not residents of a municipality that contains a branch of the consolidated library, as reported under sub. (2), by the amount that results from dividing the total operational expenditures of the library during the calendar year for which the number of loans are reported, not including capital expenditures or expenditures of federal funds, by the total number of loans of material made by the public library during the calendar year for which the loans are reported.*

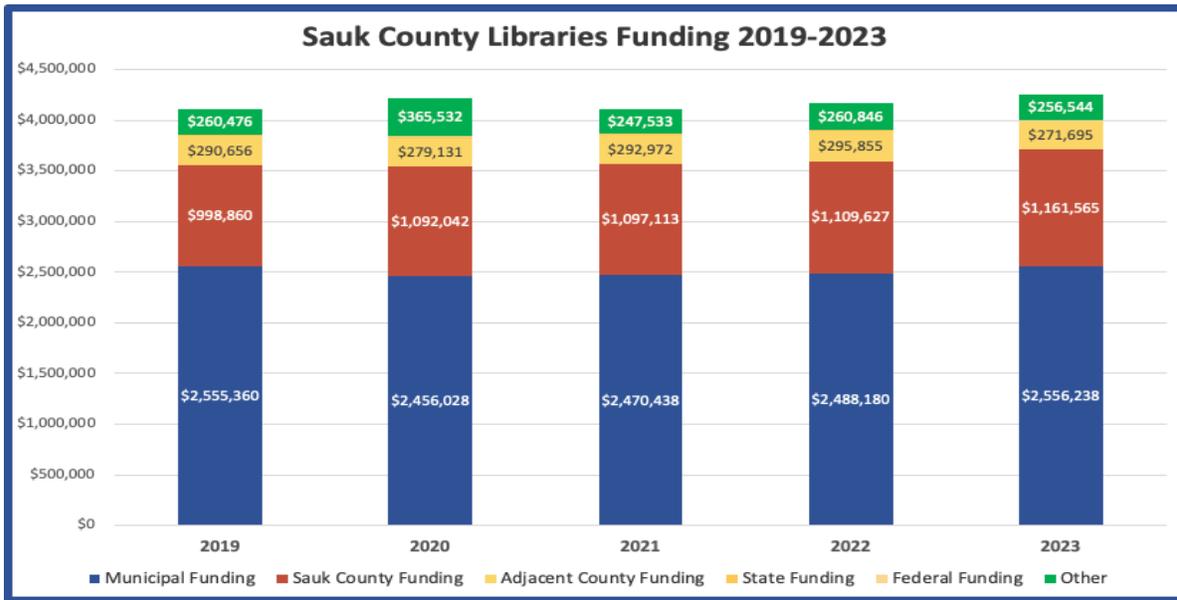
Sauk County has historically provided 100% reimbursement funding to County Libraries for use by rural residents. Additionally, Sauk County has provided a portion of the funding for county libraries to receive materials delivery from SCLS 5 days per week as well as technology funds to help ensure libraries are able to keep technology and training up to date for staff and library users.

The listed municipalities have historically resolved to be exempted from the county library tax, opting to appropriate and expend an amount at least equal to the to the county library tax rate in the prior year multiplied by the equalized valuation of property in the city or village for the current year, in accordance with Statute 43.64(2)(b).

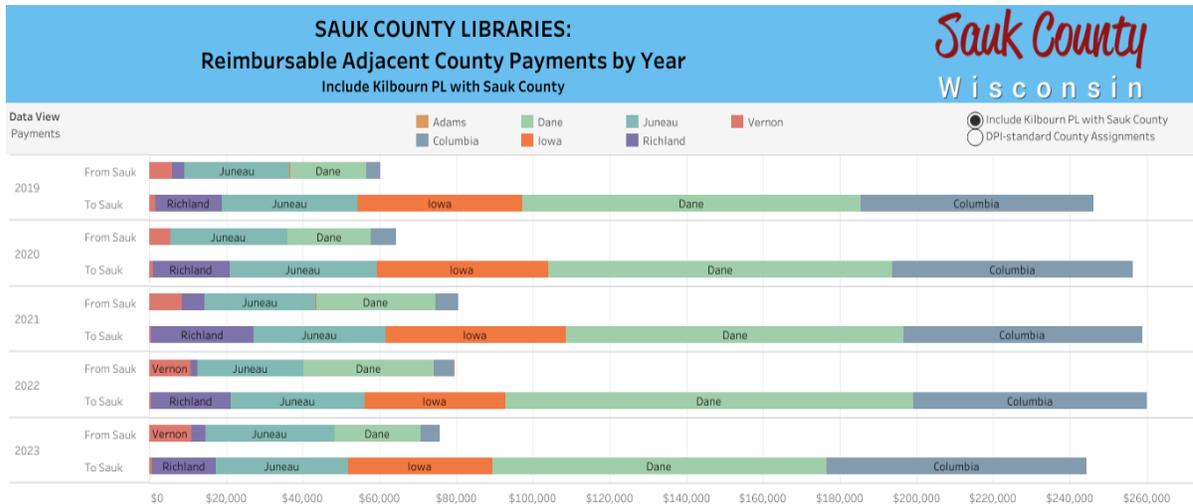
City of Baraboo  
 Village of Lake Delton  
 Village of La Valle  
 Village of North Freedom  
 Village of Plain  
 Village of Prairie du Sac

City of Reedsburg  
 Village of Rock Springs  
 Village of Sauk City  
 Village of Spring Green  
 City of Wisconsin Dells\*

\* Wisconsin Dells has residents in Sauk, Columbia, Juneau, and Adams Counties.



b. Statute 43.12 requires county payment for library services in adjacent counties. The following shows library service funding levels for county libraries and libraries in adjacent counties for the most recent year statistics are available.



**5. SERVICE PLAN GOALS AND OBJECTIVES** Seven goals have been adopted by the Sauk County Library Board as being essential to maintain and enhance quality library service for all rural residents of Sauk County.

**Goal 1: Ensure a basic level of service for all county residents. Sauk County Libraries will meet statutory service standards and basic level standards from DPI Wisconsin Public Library Standards, including open hours, staffing levels, collections, and access to technology.**

See Appendix, Wisconsin Library Standards

[https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Planning/Wisconsin\\_Public\\_Library\\_Standards\\_6th\\_edition\\_2018\\_FINAL.pdf](https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Planning/Wisconsin_Public_Library_Standards_6th_edition_2018_FINAL.pdf)

#### **IMPLEMENTATION**

1.1 The Sauk County Library Board will encourage all county libraries to strive for at least a basic level of service based on service population, as established by the Department of Public Instruction's set of Wisconsin Public Library Standards.

1.2 The Sauk County Library Board will require quarterly reporting reflecting services standards from municipal libraries. An annual output performance report derived from the DPI Annual Reports will be used in the evaluation of services provided by libraries to rural residents. Libraries that need assistance in order to meet these standards will work with the Sauk County Library Board, the South Central Library System and other county libraries to create an action plan to improve services.

#### **GOAL 2: Obtain funding for public libraries serving rural Sauk County residents.**

The Wisconsin Statutes provide for the funding of established municipal libraries. Utilizing data provided by each library's Wisconsin Department of Public Instruction Public Library Annual Report, this funding formula utilizes each library's expenditures, divided by the library's annual circulation of physical materials to develop a "cost per circulation". This figure is multiplied by the number of physical materials checked out by rural residents to determine county reimbursement for library services. While circulation is the metric for determining the reimbursement amount, that figure is representative of all services and programming offered to library users.

Reimbursement for services to rural Sauk County residents as well as services to rural residents in adjacent counties utilizes the established funding formula. Municipalities who elect to exempt from the county library tax are required to provide support at a rate at or above the county's library tax rate.

#### **IMPLEMENTATION**

2.1 Advocate for the necessary funding to ensure libraries are able to maintain their existing level of service and continue to meet the needs of county residents as our communities change.

2.2 Require Sauk County public libraries to provide annually the necessary information to determine their "unit cost" per circulation in order to receive a county payment for library service.

2.3 Sauk County public libraries shall seek reimbursement for services provided to residents from adjacent counties.

2.4 The Sauk County Library Board will be an active partner in determining alternative mechanisms for equitable funding.

**Goal 3: Continue funding for a designated library to provide administrative support to the Sauk County Library Board and to coordinate joint activities of the Sauk County library directors.**

The Sauk County Library Board has no access to county administrative services; instead, the Board designates one library in the county to provide needed administrative support and to compile annual report data. The designated library also provides desired services to the rest of the libraries in Sauk County.

**IMPLEMENTATION**

- 3.1 The Sauk County Library Board will allocate county funds to a designated library to allow it to act as a resource library in the capacity required by the Sauk County Library Board and member libraries.
- 3.2 The Sauk County Library Board and library directors will annually review the services provided by the designated library for possible changes.

**Goal 4: Maintain funding assistance from the county for delivery service.**

Sauk County libraries receive 5-day delivery service coordinated by the South Central Library System. To provide this service, of the cost not covered by the SCLS, the county funds a 2/3 share and the municipal libraries fund the remaining portion.

**IMPLEMENTATION**

- 4.1 The Sauk County Library Board will annually evaluate the county funding percentage for delivery service.

**Goal 5: Continue County funding to assist libraries in meeting technology needs.**

Technology is increasingly important to maintaining the relevance of libraries. The county library board has provided a line item to assist libraries in upgrading existing technology and introducing new technology.

**IMPLEMENTATION**

- 5.1 The Sauk County Library Board will advocate for appropriate funding for technology.
- 5.2 The Sauk County Library Board and Sauk County library directors will review technology spending on a yearly basis.

**GOAL 6: Sauk County libraries will seek and provide new and necessary services to those who experience barriers to traditional library services.**

Sauk County libraries serve diverse populations and strive to meet the needs of our communities by providing equitable access to residents from all backgrounds, interests and abilities.

**IMPLEMENTATION**

6.1 Support libraries in actively engaging their communities to successfully identify community needs and barriers and develop services and programming in response.

6.2 Encourage libraries to collaborate with other libraries, agencies and organizations to offer programming and services to meet needs and eliminate barriers in our county.

**GOAL 7: Promote libraries and inform residents about the wide range of services and resources available from the county libraries.**

**IMPLEMENTATION**

7.1 The Sauk County Library Board and library directors will work together to inform the Sauk County Board of Supervisors of programs, services and library usage statistics, throughout the year, through print, social media and face-to-face interactions.

7.2 Share annual reporting of library services provided by Sauk County libraries to the County Board of Supervisors as part of the budget process.

7.3 Utilize community connections to invite input from county residents.

7.4 Partner with county-wide services, governmental agencies and other county and area libraries and schools to promote libraries, resources, and services offered to users.

**This living document will be reviewed annually to review progress toward the goals set forth. Funding and service statistics will be updated as new data is made available.**

**8. RESOURCES**

Sauk County Libraries Output Performance measures

[https://www.co.sauk.wi.us/sites/default/files/fileattachments/sauk\\_county\\_libraries/page/37231/outputperformance-2023.pdf](https://www.co.sauk.wi.us/sites/default/files/fileattachments/sauk_county_libraries/page/37231/outputperformance-2023.pdf)

Wisconsin Public Library Standards, 6th ed.

[https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Planning/Wisconsin\\_Public\\_Library\\_Standards\\_6th\\_edition\\_2018\\_FINAL.pdf](https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Planning/Wisconsin_Public_Library_Standards_6th_edition_2018_FINAL.pdf)

Wisconsin Statutes, Chapter 43: Libraries

<https://docs.legis.wisconsin.gov/statutes/statutes/43/12>