

AGENDA
WEDNESDAY, OCTOBER 4, 2023 – 1:00 PM
OCONTO COUNTY LIBRARY PLANNING COMMITTEE
FARNSWORTH PUBLIC LIBRARY 715 MAIN STREET, OCONTO, WI 54153
www.co.oconto.wi.us

This is an open meeting of a Non-Standing Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: www.co.oconto.wi.us

- 1. Call to Order & Introductions**
- 2. Approval of Agenda**
 - 2.1. Change of Sequence
 - 2.2. Removal of Items
- 3. Communications**
- 4. Approval of Previous Meeting Proceedings (Enc.)**
- 5. Discuss Library Structure Options (Enc.)**
 - 5.1. County creates a consolidated system with a new branch for unserved municipalities only
 - 5.2. County creates a consolidated system with unserved municipalities and acquires an existing branch(s)
 - 5.3. Full consolidation model (at current funding levels)
 - 5.4. Joint libraries across the county (at current funding levels)
- 6. Identify Future Agenda Items**
- 7. Announcements/General Information (No action to be taken)**
- 8. Select a Date/Location for the Next Meeting**
- 9. Adjournment**

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Nicolet Federated Library System at 920-448-4414 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

c: Committee; County Administrator, Finance Director, Corporation Counsel, Library Services Board Members, County Librarians, NFLS, Oconto County Board Chair, Gary Frank, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

kp/Date Posted: 09/29/2023

MINUTES
WEDNESDAY, AUGUST 23, 2023
OCONTO COUNTY LIBRARY PLANNING COMMITTEE
LAKES COUNTRY PUBLIC LIBRARY 15235 STATE HIGHWAY 32, LAKEWOOD, WI 54138
www.co.oconto.wi.us
(Draft minutes, not approved by Committee)

COMMITTEE PRESENT: Debra Schroeder, Farnsworth Public Library Rep; Dawn Byars, Gillett Public Library Rep; Kathleen Marsh, Lakes Country Library Rep; Susan Mogged, Oconto Falls Library Rep; Joan Denis, Nicolet Federated Library Systems Board Rep; Al Sleeter, Administration Committee Rep; David Parmentier, County Board Supervisor Rep; LoAnn Elbe, Suring Library Rep

COMMITTEE ABSENT: Judy Patenaude, Lena Public Library Rep; Chris Augustine, County Board Supervisor Rep; Vicki Gooding, Library Services Board Rep

OTHERS PRESENT: Erik Pritzl, County Administrator; Kim Pytleski, County Clerk; Amy Peterson, Farnsworth Public Library; Katie Essermann, Lakes Country Library; Lori Repinski, Lakes Public Library; Linda McKenna, Lakes Public Library; Rachel Pascoe, Oconto Falls Library; Jill Trochta, Suring Area Public Library; April De La Ruelle, Lena Public Library; Tom Thielke, Lakes Public Library Building Expansion Committee Co-Chair

1. Call to Order & Introductions

Schroeder called the meeting to order at 9:02 a.m. and those in attendance offered introductions.

2. Approval of Agenda

2.1. Change of Sequence

2.2. Removal of Items

Parmentier/Byars to approve the agenda as presented. The motion was voted on and carried.

3. Communications

Pritzl shared a photo memory that popped up on his phone. When his daughter got her driver's license she chose the local library as her first destination with her little sister!

4. Approval of Previous Meeting Proceedings

Motion by Sleeter/Parmentier to approve the June minutes. The motion was voted on and carried.

Motion by Marsh/Byars to approve the July minutes. The motion was voted on and carried.

5. Discussion of 2025-2029 Library Service Plan

- Pritzl started with review of circulation data (physical checkouts and renewals) by library and by municipality (handout is on file in the County Clerk's Office). Discussion followed.
- Discussion of Little Suamico building acquisition option.
- Discussion of taxing models and funding distribution.
- Discussion of different library model feasibility.
- Discussion of cost control/budget increase. Unrepresented municipalities do not have the same control over library costs or budget increases as municipalities in a joint agreement.
- Discussion of position creation under a consolidated system.
- Discussion of building ownership, local control, and written lease agreements.
- Discussion of municipalities' ability to budget funds to local libraries in addition to joint agreements or county apportionment.
- Group requests a one page handout to be brought to the next meeting of the following options:
 - County creates a consolidated system with a new branch for unserved municipalities (pink) only.
 - County creates a consolidated system with unserved municipalities (pink) and acquires an existing branch(s).
 - Full consolidation model.
 - Joint libraries across the county.
- Pritzl distributed memo from Shannon Schultz, DPI (handout is on file in the County Clerk's Office).

5.1. Feasibility of Creating a Library to Serve Municipalities Without a Library

5.2. Feasibility of Creating a Consolidated County Library System

5.3. Funding Formula in Current Structure

6. Identify Future Agenda Items

- Number of checkouts from the Brown County Library System broken down by location?

7. Announcements/General Information (No action to be taken) – None.

8. Select a Date/Location for the Next Meeting

The next meeting will be Wednesday, October 4, 2023 at 1:00 p.m. at the Farnsworth Public Library
715 Main Street, Oconto, WI 54153.

9. Adjournment

Schroeder declared the meeting adjourned at 10:53 p.m.

Kim Pytleski, Recorder

kp/Date Posted: 09/15/2023

Comparison of Library Structures

	Full Consolidated Library	Partial Consolidated-New Library in Southern Towns to Serve all Unrepresented	Partial Consolidated— Acquire Library and Serve all Unrepresented	Expand Joint Library Agreements to 100%
Governance	<ul style="list-style-type: none"> 1 county wide board of 7-9 members 	<ul style="list-style-type: none"> 1 library board of 7-9 members from municipalities served by that library and each municipal/joint library has their own library board 	<ul style="list-style-type: none"> 1 library board of 7-9 members from municipalities served by that library and each municipal/joint library has their own library board 	<ul style="list-style-type: none"> Current library boards stay operating with expanded membership. Possibly can end County Library Services Board.
Budget	<ul style="list-style-type: none"> Director does budget, approval by library board and then county board. 	<ul style="list-style-type: none"> Director does budget for county consolidated library, approval by library board and then county board. Municipal/joint libraries would continue to do their own budgets. 	<ul style="list-style-type: none"> Director does budget for county consolidated library, approval by library board and then county board. Municipal/joint libraries would continue to do their own budgets. 	<ul style="list-style-type: none"> Municipal/joint libraries would continue to do their own budgets.
Collection	<ul style="list-style-type: none"> Can be purchased by local branches or centrally. 	<ul style="list-style-type: none"> Purchased by consolidated library for consolidated library. Municipal/joint libraries purchase own collection. 	<ul style="list-style-type: none"> Purchased by consolidated library for consolidated library. Municipal/joint libraries purchase own collection. 	<ul style="list-style-type: none"> Municipal/joint libraries purchase own collection.
Programming	<ul style="list-style-type: none"> Can be developed locally or centrally, but is funded centrally 	<ul style="list-style-type: none"> Consolidated library develops programming for consolidated 	<ul style="list-style-type: none"> Consolidated library develops programming for 	<ul style="list-style-type: none"> Municipal/joint libraries provide their own programming. Can

	Full Consolidated Library	Partial Consolidated-New Library in Southern Towns to Serve all Unrepresented	Partial Consolidated— Acquire Library and Serve all Unrepresented	Expand Joint Library Agreements to 100%
	through a budget. May be some shared programming.	library. Municipal/joint libraries provide their own programming.	consolidated library. Municipal/joint libraries provide their own programming.	collaborate or pool resources.
Maintenance	<ul style="list-style-type: none"> Local municipality may provide routine maintenance. Could be in rental agreements between county and municipality. 	<ul style="list-style-type: none"> Local municipality may provide routine maintenance. Could be in rental agreements between county and municipality. Municipal/joint libraries could have rental agreements between library and local municipality. 	<ul style="list-style-type: none"> Local municipality may provide routine maintenance. Could be in rental agreements between county and municipality. Municipal/joint libraries could have rental agreements between library and local municipality. 	<ul style="list-style-type: none"> Local municipality may provide routine maintenance. Could be in rental agreements between library and municipality.
Friends Groups	<ul style="list-style-type: none"> Could be one group, or individual groups for each library. These groups often fund local maintenance and services. 	<ul style="list-style-type: none"> Could be one group, or individual groups for each library. These groups often fund local maintenance and services. 	<ul style="list-style-type: none"> Could be one group, or individual groups for each library. These groups often fund local maintenance and services. 	<ul style="list-style-type: none"> Could be one group, or individual groups for each library. These groups often fund local maintenance and services.
Pros	<ul style="list-style-type: none"> 1 budget 1 annual report 1 board Less overall management 1 hiring entity Consistent wage structure 	<ul style="list-style-type: none"> Library funded by county 1 budget Reduce billing by other library systems All areas served by a library 	<ul style="list-style-type: none"> Library funded by county 1 budget Reduce billing by other library systems All areas served by a library 	<ul style="list-style-type: none"> More local response to needs Reduce billing by other library systems All areas served by a library Familiar structure

	Full Consolidated Library	Partial Consolidated-New Library in Southern Towns to Serve all Unrepresented	Partial Consolidated—Acquire Library and Serve all Unrepresented	Expand Joint Library Agreements to 100%
Pros	<ul style="list-style-type: none"> • Collection development • Stable funding—risk distribution • Reduce billing by other library systems • All areas served by a library 			
Cons	<ul style="list-style-type: none"> • Less local control • Acquisition of building and assets needs to be negotiated • Additional contracts and agreements needed for each library location • Potential for additional costs with benefits and wages 	<ul style="list-style-type: none"> • Director qualifications may vary • Complex library system—3 different models in place • Other libraries could see a decrease in funding 	<ul style="list-style-type: none"> • Director qualifications may vary • Complex library system—3 different models in place • Acquisition of building and assets needs to be negotiated • Additional contracts and agreements needed for library location • Other libraries could see a decrease in funding 	<ul style="list-style-type: none"> • Some communities may see a decrease in cost; others an increase • Other libraries could see a decrease in funding • Change in local control/expanded control

CONSIDERATION	JOINT MUNICIPAL LIBRARY (MAY INCLUDE A COUNTY)	CONSOLIDATED COUNTY LIBRARY
Creation	At least one of the municipalities must have had a public library prior to May 8, 1990. Two or more municipalities may join, including one county.	A county board may adopt, take over, and acquire any libraries already established, by consent of the authorities controlling those libraries.
Planning	The municipalities should establish a library planning committee that represents the communities to be included in the joint agreement.	The county's current plan for service much be revise via a county board appointed planning committee per s. 43.11.
Opinion	The municipal governing body must obtain a written opinion from the Division for Libraries & Technology (DLT). The request should include how the municipality plans to house, fund, and maintain the library.	The county does not need to obtain an opinion from DLT.
Approvals	All municipalities in agreement; county board if a township or if there is a consolidated county library.	County board; municipalities of libraries being acquired.
Library Board	Seven-to-ten-member library board appointed by each participating municipality, number of appointments allocated to each based on latest federal decennial census. (Other composition requirements exist.)	Seven or nine member board, all appointed by county board chair or executive. (Other composition requirements exist.)
Director	Director must be certified at a level consistent with the combined populations of all joint agreement participants.	Director must be certified at a level consistent with the entire county's population.
Personnel	Library personnel are employees of the designated fiscal agent municipality.	Library personnel are employees of the county.
Assets	The agreement must include a formula for disposition of existing and future assets of the joint library in the case of dissolution.	-County may take over assets of any municipal libraries who agree to participate. -Municipalities with libraries are not obligated to join the consolidated county library.
Funding	Participating municipalities must determine method by which annual budgets will be formulated and costs apportioned.	A consolidated county library is a county department and would be funded by the county.
Library tax rate	Residents in municipalities with libraries pay a much higher tax rate for library services, and those municipalities who meet the threshold may exempt from the county library tax.	All county residents pay the same rate for library services. This means the tax rate to those county residents who don't live near a library may increase, while the tax rate for those in municipalities that have a municipal library may go down.
Cross Border Payments	Joint municipal libraries increase the number of "librarianed" residents and, therefore, decrease the number of "nonlibrarianed" residents. They are still subject cross border payments and billing.	Counties offering a consolidated county library service have no "nonlibrarianed" residents and, therefore, are not subject to payment across county borders unless they bill other counties for service.