

**AGENDA**  
**WEDNESDAY, DECEMBER 6, 2023 – 12:00 PM**  
**OCONTO COUNTY LIBRARY PLANNING COMMITTEE**  
**VILLAGE OF LENA HALL 117 E. MAIN STREET LENA, WI 54139**  
[www.co.oconto.wi.us](http://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](http://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. Discussion of Previous Meetings and Information**
- 6. Discuss Library Funding Options**
  - 6.1. Consolidated System
    - 6.1.1. New branch
    - 6.1.2. Existing branch(s)
  - 6.2. Exemptions based on equalized value vs three year average
- 7. Plan Reimbursement of Libraries for Services including Funding Formula Changes and Levy Impacts**
- 8. Identify Future Agenda Items**
  - 8.1. Funding Allocation to Libraries
- 9. Announcements/General Information (No action to be taken)**
- 10. Select a Date/Location for the Next Meeting**
- 11. Adjournment**

Immediately following adjournment, the committee will tour the Lena Public Library for the purpose of gathering information and participating in discussion. No action will be taken. The library is located at 200 E. Main Street Lena, WI 54139.

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: 11/29/2023

**MINUTES**  
**WEDNESDAY, NOVEMBER 15, 2023 – 1:00 PM**  
**OCONTO COUNTY LIBRARY PLANNING COMMITTEE**  
**OCONTO FALLS COMMUNITY LIBRARY 251 N. MAIN STREET, OCONTO FALLS, WI 54154**  
[www.co.oconto.wi.us](http://www.co.oconto.wi.us)  
*(Draft minutes, not approved by Committee)*

**COMMITTEE PRESENT:** Debra Schroeder, Farnsworth Public Library Rep; Judy Patenaude, Lena 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; Vicki Gooding, Library Services Board Rep; Tom Bitters, County Board Supervisor Rep

**COMMITTEE ABSENT:** None.

**OTHERS PRESENT:** Erik Pritzl, County Administrator; Kim Pytleski, County Clerk; Beth Trudell; Elizabeth Paape; Shanon Stoner; Bonnie Hearly; Amy Peterson, Farnsworth Public Library; Katie Essermann, Lakes Country Library; Rachel Pascoe, Oconto Falls Library; April De La Ruelle, Lena Public Library; Jill Trochta, Suring Public Library; Ben Pytleski, Lena Public Library; Lori Repinski; Pat Scanlan; Jean Grosse; Candie Lehto; Linda McKenna; Tracy Vreeke; Peter Wills; Tracy Merges; Judy Kostreva

**1. Call to Order & Introductions**

Schroeder called the meeting to order at 1:05 p.m.  
Reviewed rules and made introductions.

**2. Approval of Agenda**

**2.1.** Change of Sequence – None.

**2.2.** Removal of Items – None.

Motion by Patenaude/Mogged to approve the agenda. The motion was voted on and carried.

**3. Communications** – None.

**4. Approval of Previous Meeting Proceedings**

Motion by Patenaude/Elbe to approve the October 04, 2023 minutes/proceedings. The motion was voted on and carried.

**5. Discuss Library Structure Options**

**5.1. County creates a consolidated system with a new branch for unserved municipalities only**

Erik Pritzl, County Administrator, updated the committee on the Little Suamico Library proposal meeting, data gathered from working with Nicolet Federated Library System (NFLS) pertaining to operations and circulations, and discussed the costs of operating a library. Discussion followed.

**5.2. County creates a consolidated system with unserved municipalities and acquires an existing branch(s)**

Pritzl explained the funding sources of a consolidated system for unserved municipalities if an existing branch was utilized. Lakes County Public Library was used as an example. Kim Pytleski, County Clerk, used data from the spreadsheet used in prior meetings to explain the numbers change when the funding source changes. Funding for a consolidated library would come from unserved municipalities and a current municipal library. A municipal library that has formed joint agreements vs one that has not, determines what funding sources are available. Any changes to funding sources possibilities is a change to the entire structure. Discussion followed.

**5.3 Full consolidation model (at current operational funding levels)**

Pritzl explained how consolidated libraries are funded and Pytleski explained how the structure would look at the current funding levels. Discussion followed. A consolidated library system would be a department of the county and the funding request would be part of the budget process vs the current model of requests from libraries based on the current library plan. Discussion followed.

#### **5.4 Joint libraries across the county (at current operational funding levels)**

Pytleski reviewed the current joint library agreements, what a change to the joint agreements could look like, and the need to review the current funding obligations of municipalities that have been in a joint agreement for many years. Discussion followed.

Committee discussed all four of the options above: current library tiers/grades and how a change in the joint agreements would also change the population served; thus changing the tiers/grades of the libraries; librarian qualifications are based on the tier/grade of the library they serve; if the state has the ability to grandfather current library directors, how these changes would affect future hires; the library plan percentage of 2.1%; how libraries create budgets currently; the Brown County bill; circulations; consolidation with some, but not all of the existing libraries; option of a North/South branch working together; the 2024 operating budget needs; and asked the “why” behind making any of these decisions. Chair Schroeder gave each member 90 seconds to speak regarding their thoughts and feelings of the process so far and where they would like the process to focus going forward. There was a consensus to explore a fully consolidated model and county consolidated/joint agreement mix.

#### **6. Identify Future Agenda Items**

- County led update to joint agreements
- Full County consolidated model
- Option of a southern branch
- Discuss funding: County Department, local library boards, exemption qualifications
- Changes to the formula/language of current plan
- Discuss how the committee will pick a path forward

#### **7. Announcements/General Information (No action to be taken)**

Erik Pritzl, County Administrator, informed the committee of his resignation effective 02/07/2024.

#### **8. Select a Date/Location for the Next Meeting**

The next meeting will be Wednesday, December 6, 2023 at 12:00 p.m. in Lena.

#### **9. Adjournment**

Motion by Sleeter/Patenaude to adjourn at 3:43 p.m. The motion was voted on and carried.

Kim Pytleski, Recorder

kp/Date Posted: 12/01/2023