

JOINT COUNTY LIBRARY PLANNING COMMITTEE

WEDNESDAY, FEBRUARY 5, 2020 - 6:00 PM

**USS LIBERTY MEMORIAL PUBLIC LIBRARY
1620 11th AVENUE
GRAFTON, WI 53024**

AGENDA

1. Call to Order
2. Certification of Compliance with Open Meetings Law
3. Public Comment/Correspondence
4. Approval of Minutes from the January 8, 2020 Meeting
5. Overview of Ozaukee & Sheboygan Bookmobile Programs and Services – Presentation by Jennifer Chamberlain and Lisa Haartmann (Bookmobile Manager)
6. Elements of County Library Service Plan
 - a. Discussion/Possible Action of Bookmobile Services for Non-Libraried County Residents
 - b. Discussion/Possible Action of E-Resources – Opportunity for County Wide Subscriptions
 - c. Discussion/Possible Action of System Board Membership
 - d. Discussion of Operational Standards for Libraries
7. Agenda Topics for Next Meeting
8. Next Meeting Date – February 26, 2020 at Plymouth Public Library
9. Adjournment

A quorum of members of committees or the full County Board of Ozaukee and/or Sheboygan County may be in attendance at this meeting for purposes related to committee or board duties, however, no formal action will be taken by these committees or the board at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the Ozaukee County Clerk's Office at 262-284-8110, twenty-four (24) hours in advance of the meeting.

MINUTES
JOINT COUNTY LIBRARY PLANNING COMMITTEE
REGULAR MEETING
WEDNESDAY, JANUARY, 8, 2020 – 6:00PM
OSCAR GRADY PUBLIC LIBRARY
151 S. MAIN STREET, SAUKVILLE, WI

Draft Minutes Pending Committee Approval

The Joint County Library Planning Committee met at the Oscar Grady Public Library.

Present: William Goehring, Keith Abler, Jacqueline Rammer, Donald Dohrwardt, Rob Holyoke, John Katzka, Jon Koepke, Marie McFaul, Wendy Sprenger, Sherry Speth, Jacob Immel and Ozaukee County Deputy Clerk Tyler Quaas

Others Present: Jennifer Chamberlain, Jen Gerber, Leslie Jochman, Rachel Muchin Young, Betty McCartney, Tom Carson, Lisa Haartman, and David Nimmer

Excused: Thomas Wegner

Call to Order: Vice-Chairperson Dohrwardt called the meeting to order at 6:00 PM.

Certification of Compliance with Open Meetings Law: The meeting was noticed as required.

Public Comment/Correspondence: None

Approval of Minutes from the December 4, 2019 Meeting: Motion made by Mr. Goehring, seconded by Mr. Katzka to approve the December 4, 2019 minutes as submitted. All members present voting aye, motion carried. (11-0)

Overview of Programs and Services at Ozaukee/Sheboygan – Presentation by Jen Gerber (Saukville) and Leslie Jochman (Plymouth): Ms. Gerber and Ms. Jochman introduced themselves to the Joint County Library Planning Committee. Ms. Gerber presented an overview of in person services offered by various libraries. Ms. Jochman followed with an overview of digital services offered by various libraries in the two counties. Also presented to the Committee was trends in library usage.

Elements of County Library Service Plan:

a. Public Library Reimbursement – Discussion:

i. Review of Data and Trends in Usage:

Ms. Chamberlain stated there has been a decline in physical checkouts as a whole throughout the Monarch Library System.

ii. Reimbursement Levels for 2021-2025 (Adjacent and In-County):

Discussion regarding the amount to reimburse adjacent counties as well as the reimbursement level amongst Sheboygan and Ozaukee counties.

Motion made by Mr. Katzka, seconded by Mr. Goehring to include in the 2021-2025 Joint County Library Service Plan guidelines for state level minimum reimbursement to libraries in adjacent counties patronized by users from non-librarian communities. All members present voting aye, motion carried. (11-0)

Motion made by Mr. Goehring, seconded by Mr. Abler to recommend Sheboygan County increase their reimbursement to public libraries in Ozaukee County serving non-librarian residents 1% each of the next two years. All members present voting aye, motion carried. (11-0)

Motion made by Mr. Holyoke, seconded by Mr. Katzka to recommend Ozaukee County maintain 100% reimbursement to Sheboygan County for serving non-librarian residents. All members present voting aye, motion carried. (11-0)

- b. E-Resources – Opportunity for County Wide Subscriptions – Discussion:
Currently library usage is only defined as physical checkouts, this is the only way reimbursement is determined for libraries. Ms. Chamberlain summarized the Overdrive system for the Committee, followed by discussion regarding digital content and future possibilities for reimbursement for digital checkouts.

7:36 PM Mr. Koepke excused.

Discussion regarding E-Resources and the potential possibilities that exist for shared subscriptions to digital services.

Agenda Topics for Next Meeting: Topics to include bookmobile and system board membership.

Next Meeting Date: Wednesday, February 5, 2020 at USS Liberty Memorial Library in Grafton.

Adjournment: Motion made by Mr. Immel, seconded by Mr. Holyoke to adjourn. All members present voting aye, motion carried. (10-0)

Meeting adjourned at 7:55 p.m.

Tyler Quaas, Deputy County Clerk

**Making recommendation on System board membership in county plan
February 5, 2020**

Per [Wisconsin Statute 43.11 \(b\)](#)

“The committee's final report, including a new plan, revisions to an existing plan or changes to the boundaries of a public library system and copies of any written agreements necessary to implement the proposal, shall be filed with the county board and submitted to the division. Plans for multicounty systems shall include a method for allocating system board membership among the member counties.”

The existing Ozaukee and Sheboygan County Joint Library Service Plan 2016-2020 includes the following recommendation for system board membership allocation:

Reallocation of System Board Membership:

The committee recommends that two members in at-large positions be changed to participating library board member positions. The allocation of System Board membership will continue to maintain the same balance between the libraried and non-libraried representation based on population.

The rationale for the change is that library board members are more familiar with library programs and resources that are available to public libraries. This change would still leave six member-at-large positions on the ESLS Board. The Public Library Advisory Committee (PLAC) agreed with the proposed recommendation and further recommended changes should be made at the expiration of the member-at-large terms.

The current Monarch Library System bylaws describe board composition as:

Number of Trustees. The system board shall have fifteen (15) members appointed independently by the four county boards. Appointments shall be in proportion to population determined after each decennial census. One (1) system board member shall be a member of the resource library board. Each of the four (4) county boards shall appoint at a minimum one (1) member of the county board and the remaining members shall represent the participating counties at large as the county boards determine. [[Wis. Stat. 43.19\(1\)\(b\)1](#)]

Current Ozaukee & Sheboygan County board members:

Ozaukee County (3 members)

Don Dohrwardt - County board member from municipality without a library	Term ends 2022
John Katzka – County resident from municipality without a library (at-large)	Term ends 2022
Alex Olson – Library board member from municipality with a library	Term ends 2022

Sheboygan County (4 members)

Wendy Schobert – County resident from municipality with a library (at-large)	Term ends 2022
Tom Doane – Library board member from municipality with a library	Term ends 2022
Bill Goehring – County board member from municipality with a library	Term ends 2020
Nancy Mannchen – Library board member from municipality with a library	Term ends 2021