

## Waupaca County Library Planning Committee

June 6, 2019 Meeting Minutes

The meeting was called to order at 10:01 a.m. by Bradley Shipps at the Waupaca Area Public Library.

PRESENT: Peg Burington, Patricia Craig, Joseph McClone, Sue Vater Olsen, Frank Zabo

ABSENT: none

OTHERS PRESENT: Bradley Shipps.

Shipps distributed a committee roster and committee members introduced themselves.

Craig moved, seconded by McClone, to nominate Burington as committee chair.

Craig moved, seconded by Zabo, to close nominations and cast a unanimous ballot. Motion carried.

Shipps shared the County Planning Checklist created by the Wisconsin Department of Public Instruction, noting that step 1 has already been completed. Step 2 summarizes the statutory requirements for county library plans per s.43.11(3). Shipps has been in contact with County Clerk Lodewegen regarding the necessary procedures to complete steps 3-5.

No members of the public attended to comment.

The committee reviewed the *Waupaca County Library Service Plan: 2015-2019*. The committee agreed that the guiding principles articulated in the plan (Appendix B) continue to be valid. The committee discussed the goals and objectives and agreed that these have been met. Further discussion ensued regarding efforts made toward Goal A, Objective 5: resolving intersystem service inequities. A suggestion was made to clarify the language in Goal C, Objective 4 replacing "municipal officials" with "library directors and county officials."

The committee discussed various planning issues for the 2020-2024 plan. Shipps shared input gathered from Waupaca County library directors at a March 2019 meeting. Continuing funding at 100% of the county formula remains the top priority. Waupaca County library directors ask the planning committee to consider the inclusion of e-circulation in the funding formula. Shipps shared a comparison of the 2020 budget request with and without e-circ. The committee requested additional data on the proportion of e-circ compared to physical circ over the past five years.

Additional planning issues discussed were possible changes to details of the funding formula,

for example excluding lease expenditures, addressing funds carried forward, and using a sum of revenue by source rather than subtracting some types of revenue from total expenses.

The committee scheduled meetings for Wednesday, July 10<sup>th</sup> at 1:00pm and Wednesday, August 7<sup>th</sup> at 1:00pm.

Craig moved, seconded by McClone, to adjourn the meeting. Motion carried, and the meeting was adjourned at 11:16am.

Respectfully submitted,

Bradley Shipps  
OWLS Director/Committee Support