

**LIBRARY BOARD PLANNING COMMITTEE
DOUGLAS COUNTY BOARD OF SUPERVISORS
Monday, August 24, 2015, 1:00 p.m., Government Center, Room 204
1316 North 14th Street, Superior, Wisconsin**

Meeting called to order by Chair Kay Johnson.

ROLL CALL: Present – Kay Johnson, Samuel Pomush, Mary Lou Bergman, Kathy McDonald, Judy Aunet, Susan Heskin. Absent – Tuula Harris, Linda Moe. Others present – Linda Olson, Linda Stobbe, Kaci Lundgren, Committee Clerk.

APPROVAL OF MINUTES: Motion by Pomush, second Aunet, to approve August 20, 2014, minutes. Motion carried.

ACTION ITEMS:

Douglas County Library Service Plan Updates: Included in members' agenda with draft updates/corrections.

ACTION: Motion by Bergman, second Pomush, to approve plan with updates as stated in draft plan. Motion carried.

Superior Public Library Budget 2015: Included in members' agenda; reviewed.

ACTION: Motion by Bergman, second Pomush, to accept and place on file. Motion carried.

INFORMATIONAL ITEM:

Northern Waters Library Service 2015 Appropriation: Included in members' agenda; reviewed.

ACTION: Motion by Pomush, second Bergman, to accept and place on file.

FUTURE AGENDA ITEMS: Higher reimbursement request from county; building modifications.

ADJOURNMENT: Motion by Pomush, second Bergman, to adjourn. Motion carried. Meeting adjourned at 1:37 p.m.

Submitted by,
Kaci Lundgren, Committee Clerk

DOUGLAS COUNTY LIBRARY SERVICE PLAN ~~2015-2016~~2016-2017

Mission Statement: To continue to make quality library service available to all Douglas County residents of all ages and to provide for equitable funding for that service.

I. Background:

- A. Wisconsin Statutes s.43.12 require that, beginning in 2001, counties must pay each public library in the county at least 70 percent of the cost of library service provided to county residents that do not maintain a public library. This law was amended to include payment from the surrounding counties of Bayfield, Sawyer, Burnett and Washburn.
- B. In 1994, the Douglas County Library Planning Committee was formed, consisting of county board members, librarians, and citizens. Committee members were appointed by the County Board Chairman. Among the activities of the committee were: looking at current library services as provided both by the Superior Public Library and Northern Waters Library Service (NWLS), discussing future library services, and writing and distributing a survey to rural residents of the county. The committee developed a plan for 1996-1998.
- C. In 1999, a committee was appointed to formally draft and re-evaluate the plan of service for Douglas County. Members were Kay Johnson, Chair; Carol Johnson, Vice Chair; Jeanne Brown, Dick Kamm, Kay McKenzie, Dee Meadows, Judy Pinkoski, Carla Powers, Janet Ronnback, James Schafter, and Julie Zachau. A plan for 2000 was approved on November 3, 1999. The committee met to update the plan for 2001 on December 13, 2000.
- D. A new committee was appointed and met on June 26, 2002 to update the plan for 2002-2003. The committee members were Kay Johnson, Chair; Carol Johnson, Kay McKenzie, Julie Zachau, Janet Jennings, Judy Pinkoski, Bob Finsland, Dee Meadows, and Renee Hudacek.
- E. The committee met on September 10, 2003 to update the plan for 2003-2004. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Julie Kapke, Janet Jennings, Judy Pinkoski, Dee Meadows, and new members Jackie Stenberg and Rosemary Washkuhn. Kay McKenzie was unable to attend.
- F. The committee met on July 14, 2004 to update the plan for 2004-2005. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Katherine McKenzie, Rosemary Washkuhn, Judy Pinkoski, Dee Meadows, Janet Jennings, Susan Hendrickson, and Jim Trojanowski, new NWLS director.

- G. The committee met on September 14, 2005 to update the plan for 2005-2006. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Judy Pinkoski, Kathryn McKenzie, Linda Olson, Rosemary Washkuhn, Janet Jennings, Tom Quick, Jo Mersnick, Susan Hendrickson, and Jim Trojanowski (NWLS).
- H. The committee met on August 14, 2006 to update the plan for 2006-2007. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Judy Pinkoski, Katherine McKenzie, Jo Mersnick and Janet Jennings.
- I. The committee met on September 5, 2007 to update the plan for 2007-2008. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Katherine McKenzie, Susan Hendrickson, Linda Moe, Linda Olson, Tom Quick, Jo Mersnick and Janet Jennings.
- J. The committee met on September 2, 2008 to update the plan for 2008-2009. The committee members in attendance were Kay Johnson, Chair; Karen Livingston, Kathryn McKenzie, Mary Lou Bergman, Linda Moe, Linda Olson, Judy Aunet, and Janet Jennings.
- K. The committee met on August 12, 2009 to update the plan for 2009-2010. The committee members in attendance were Kay Johnson, Chair; Carol Johnson, Katherine McKenzie, Mary Lou Bergman, Linda Moe, Judy Aunet, Mick McKenzie, Jo Mersnick and Janet Jennings.
- L. The committee met on September 8, 2010 to update the plan for 2010-2011. The committee members in attendance were Kay Johnson, Chair; Karen Livingston, Kathryn McKenzie, Mary Lou Bergman, Judy Aunet, Tuula Harris, Denise McDonald, Linda Moe, Linda Olson, and Janet Jennings.
- M. The committee met on September 14, 2011 to update the plan for 2011-2012. The committee members in attendance were Kay Johnson, Chair: Linda Olson, Judy Aunet, and Susan Heskin.
- N. The committee met on August 14, 2012 to update the plan for 2012-2013. The committee members in attendance were Kay Johnson, Chair; Samuel Pomush, Mary Lou Bergman, Judy Aunet, Kathy McDonald, Susan Heskin, Linda Moe, James Trojanowski, Doug Finn, Shannon M. Pettit, Committee Clerk.
- O. The committee met on August 14, 2013 to update the plan for 2013-2014. The committee members in attendance were Kay Johnson, Chair; Samuel Pomush, Denise McDonald, Judy Aunet, Susan Heskin, Linda Moe, Linda Stobbe (NWLS), Doug Finn, Kaci Lundgren, Committee Clerk.

P. The committee met on August 20, 2014 to update the plan for 2014-2015. The committee members in attendance were Kay Johnson, Chair; Samuel Pomush, Judy Aunet, Tuula Harris, Warren Bender, Susan Heskin, Linda Olson, Linda Stobbe, and Kaci Lundgren, Committee Clerk.

Q. The committee met on August 12, 2015 to update the plan for 2015-16. The committee members in attendance were Kay Johnson, Chair; Mary Lou Bergman, Samuel Pomush, Judy Aunet, Kathy McDonald, Susan Heskin. Others present were; Linda Olson, Linda Stobbe, and Kaci Lundgren, Committee Clerk.

Q.R. Members of the Northern Waters Library Service Board include five members appointed by Douglas County. In 201~~5~~⁶, representatives from Douglas County are Kathryn McKenzie~~Patricia McDermott~~, Robert Mock, Jan Pierce,~~;~~ and Vivian Markley. There is currently one seat vacant. Donna Bergum is the representative from the Superior Public Library Board.

II. Current library services to county residents:

A. Services provided by Northern Waters Library Service:

NWLS will provide the services listed in their " Service Agreement for 201520176." See Attachment A.

B. Services provided by Superior Public Library:

1. Collection of books, paperbacks, books on CD, compact discs, video games, large print material, ~~videocassettes,~~ DVD's, magazines, newspapers, microfilm, and art prints.

2. Resource library for the Northern Waters Library Service. Interlibrary loan of materials is available through a contract with NWLS.

3. A branch library in Solon Springs, established August 2000, named the Solon Springs Joan Salmen Memorial Library, with fiber line access to the Merlin data base and for public internet use.

4. A branch library in Lake Nebagamon was established in July 2008, named the Imogene McGrath Memorial Library, also with fiber line access to Merlin and public internet service.

5. Reference service by mail, e-mail, and telephone.

6. Space for Public Access Community Television in the library.
7. A special collection of local research materials.
8. Copiers, microfilm and microfiche reader/printers, digital microfilm scanner, typewriter, [wireless](#) internet access, public access computers, self-check, outgoing fax, [document/photo scanner](#), laptop and projector, e-readers and tablet devices.
9. Web-based access (via the Internet) to the Merlin database, e-books, downloadable audio books, streaming video, BookNews, various research databases and Badgerlink. Cataloging and circulation automated by Innovative Interfaces.
10. Children's Summer [and Winter](#) Library Programs, children's literacy programs, [drop-in activities](#), and story times for children throughout the year.
11. Adult programming such as book discussion groups and speakers.
12. Meeting rooms.
13. Promote and support Superior/Douglas County Literacy Council.
14. Resource for federal and state tax ~~instruction booklets~~ [forms](#).
15. Automated notification of holds, overdues, and pre-overdues.

III. Library Support Services:

- A. Friends of the Library (a volunteer group).
- B. Superior Public Library Foundation, ~~established 2014~~.

IV. Governance:

- A. Each library is independent and operated according to Wisconsin Statutes Ch. 43.
- B. Each library has a library board appointed by the municipality. Currently Gloria Olson of Poplar is a voting member serving on the Superior Public Library Board. Susan Hendrickson is the County appointed voting board member.

V. Current library usage statistics to county residents:

- A. Current library usage statistics for each village and township within Douglas County will be reported. See Attachment F.

VI. Current funding of library services to county residents:

A.

For 1999 the Library Budget was	\$ 960,874.	City levy was	\$ 860,874
For 2000 the Library Budget was	\$1,058,524.	City levy was	\$ 906,084
For 2001 the Library Budget was	\$1,191,755.	City levy was	\$ 912,419
For 2002 the Library Budget was	\$1,254,515.	City levy was	\$1,052,639
For 2003 the Library Budget was	\$1,292,091.	City levy was	\$1,017,246
For 2004 the Library Budget was	\$1,293,043.	City levy was	\$ 942,022
For 2005 the Library Budget was	\$1,286,305.	City levy was	\$ 903,969
For 2006 the Library Budget was	\$1,314,446.	City levy was	\$ 921,079
For 2007 the Library Budget was	\$1,337,086.	City levy was	\$ 949,000
For 2008 the Library Budget was	\$1,379,785	City levy was	\$ 968,000
For 2009 the Library Budget was	\$1,404,300	City levy was	\$ 987,000
For 2010 the Library Budget was	\$1,406,300	City levy was	\$ 980,000
For 2011 the Library Budget was	\$1,415,088	City levy was	\$ 974,333
For 2012 the Library Budget was	\$1,426,207	City levy was	\$ 985,000
For 2013 the Library Budget was	\$1,435,836	City levy was	\$ 995,000
For 2014 the Library Budget was	\$1,466,950	City levy was	\$1,014,900
For 2015 the Library Budget is was	\$1,544,481	City levy is was	\$1,035,196
<u>For 2016 the Library Budget is</u>	<u>\$1,528,733</u>	<u>City levy is</u>	<u>\$1,054,601</u>

- B. Douglas County's appropriation to the Superior Public Library began in 1998 with \$50,000.
\$100,000 was received for 1999.
\$150,000 was received for 2000.
\$204,427 was received for 2001.
\$230,186 was received for 2002.
\$258,016 was received for 2003.
\$279,163 was received for 2004.
\$307,165 was received for 2005.
\$298,067 was received for 2006.
\$292,786 was received for 2007.
\$295,340 was received for 2008.
\$293,785 was received for 2009.
\$290,959 was received for 2010.
\$307,824 was received for 2011.
\$310,211 was received for 2012.
\$317,839 was received for 2013.

\$327,139 was received for 2014.
\$324,233 was received for 2015.
\$344,239 ~~is anticipated~~ was received for 2016.
\$338,670 is anticipated for 2017.

- C. The City of Superior has filed for exemption from the County Library Tax.
- D. Douglas County paid Northern Waters Library Service \$30,211.00 for 2001, which was a decrease from 2000. This was mostly due to a credit of \$7,268 from the sale of the bookmobile and a discount of \$5,707 for a book-drop purchase. The amount for 2002 and 2003 was \$38,359. The amount for 2004, 2005, and 2006 was \$39,126. The amount for 2007 and 2008 was \$39,276. The amount for 2009 through 2014 was \$39,526. NWLS requested \$40,317 for 2015 and 2016, ~~a 2% increase~~. NWLS will request ~~\$40,317~~ \$40,720 for ~~2016~~ 2017, ~~the amount it requested in 2015~~.
- E. Calculation of cost per circulation. See Attachment E.

VII. Goals and Objectives:

Goal: Improve public awareness of services, including new technologies offered by both Superior Public Library and Northern Waters Library Service.

Objective: Meet with township association to talk about library services in the county.

Objective: Training on new technology.

Objective: Promote toll-free phone number and web-based access addresses.

NWLS toll-free phone number: (800)228-5684.

Library on-line catalog: <http://merlin.nwls.lib.wi.us>

NWLS web page: <http://nwls.wislib.org>

Superior library web page: <http://www.superiorlibrary.org>

Superior library phone number: 715-394-8860

Solon Springs branch library phone: 715-378-4452

Lake Nebagammon branch library phone: 715-374-3477

Superior Library Social media:

Facebook: <https://www.facebook.com/SuperiorPublicLibrary>

Twitter: <https://twitter.com/librarysuperior>

Objective: Information on Mail-A-Book.

Objective: Information on library sent to schools, daycares, community clubs, tourist

[locations](#), and town clerks, such as bookmarks with hours listed and an annual summary report.

Goal: To establish permanent communication between the Douglas County library community and the Douglas County Board.

Objective: A summary of library's annual report will be compiled and sent to the Douglas County Board by June 30th.

Objective: Written handouts with statistics will be compiled and sent to the Douglas County Board twice a year.

Objective: Oral reports to the Douglas County Board from NWLS, Board of NWLS, and Library Director of Superior Public Library once or twice a year.

Objective: Comparison reports for township usage will be compiled and sent to the Douglas County Board.

Goal: To continue to work cooperatively with Northern Waters Library Service.

Objective: To establish a working relationship with NWLS and the Merlin Consortium for the improvement of library services.

Objective: To assure the availability of Mail-A-Book services for all Douglas County residents who meet the NWLS criteria.

Objective: To effectively use the delivery service to facilitate interlibrary loan through all 27 libraries in NWLS.

Objective: To endorse the NWLS Library Service Agreement in Douglas County for ~~2014~~[2017](#).

Objective: Continue to support branch libraries and rural book drops in Douglas County.

VIII. Implementation: The Superior Public Library will carry out the goals and objectives to the best of its ability.

A. Increase services to Solon Springs Branch Library as funding allows.

B. Increase services to Lake Nebagamon Branch Library as funding allows.

IX. Future Plans:

- A. The Douglas County Library Planning Committee will meet annually, or as needed, to review the plan and make revisions as decided by the committee.
- B. As economic picture improves, look to county for 100% reimbursement county formula, as opposed to mandated 70%.
- C. Re-evaluate the delivery of library services county-wide.
- D. Maintain contact with all school districts within the county and Minong and Webster school districts.
- E. Maintain link on Douglas County website to Northern Waters and Superior Public Library websites.

X. Attachments:

- A. Northern Waters Library Service's Plan for Services.
- B. Superior Public Library Budget for ~~2014~~2015 and ~~2015~~2016.
- C. Agreement with NWLS and Douglas County.
- D. Agreement with NWLS and Superior Public Library.
- E. Calculation of county funding for the library per state statutes.
- F. County library use statistics.
- G. Summary Report for the year ~~2014~~2015.

**Library Budget - 2016
with comparison**

	Budget 2016	Budget 2015
REVENUE:		
Federal Grants	\$0	\$0
Culture, Recreation & Edu	0	0
Chg for Pub Svc - Library	362,909	343,897
Interest	10,000	10,000
Sale of Assets	0	0
Property/Vehicle/Equipment	0	0
Donations/Cont-Private	30,000	56,200
Other Misc Revenue	73,000	40,000
Misc Rev-Gain on Sale/Trd	0	0
Transfer from Other Funds	1,054,601	1,035,196
Transfers from Other Funds	0	0
Total Revenue	<u>\$1,530,510</u>	<u>\$1,485,293</u>
EXPENSE:		
Salaries: Permanent Regular	\$638,396	\$667,648
Perm. Overtime	0	0
PT/Temp - regular	168,297	184,062
PT/Temp - overtime	0	0
Benefits: Social Security	61,712	65,156
Employer WRF	48,923	54,622
Empl Retirements	30,117	21,293
Employer WRF	0	0
Health Insurance	139,614	152,438
Life Insurance	1,988	2,100
Workers Comp	3,402	3,230
Unemployment Comp	0	0
Misc/RMB's	300	300
Professional Services: Audit	900	900
Data Processing	57,100	56,143
Janitorial	0	0
Utilities: General	47,000	51,000
Telephone	4,900	4,900
Repairs & Maintenance: Grounds	0	0
Buildings	5,000	5,000
Miscellaneous	5,000	5,000
Other Contracted Svcs	36,000	35,000
Office Supplies	4,500	4,500
Pubs, Subs, Dues	4,500	4,500
Travel & Training	800	800
Operating Supplies: Janitorial	3,800	3,800
Educ	0	0
Other Misc.	4,670	4,670
Rpr & Maint Supplies: Fuel/Oil	1,500	1,500
Machines/Eq Prts	500	500
Miscellaneous	3,500	3,500
Other Supplies & Expense	9,000	9,000
Other Exp - Books/Periodicals	84,000	72,500
Insurance	14,972	12,519
Rents & Leases - Other Misc	0	0
Other Losses	0	0
Capital Equipment	0	0
Capital Improvements	0	0
Total Expense	<u>\$1,380,391</u>	<u>\$1,426,581</u>
Debt Service:		
Principal	\$16,473	\$11,900
Interest	4,769	3,900
Total Debt Service	<u>\$21,242</u>	<u>\$15,800</u>
Transfer to Other Funds:		
Stormwater	\$2,100	\$2,100
CIP Fund	125,000	100,000
Total Transfers	<u>\$127,100</u>	<u>\$102,100</u>
Total Expenses	\$1,528,733	\$1,526,706

NORTHERN WATERS LIBRARY SERVICE 2016 RESOURCE LIBRARY AGREEMENT

This Agreement is by and between the Northern Waters Library Service, a public library system organized in accordance with Chapter 43 of the Wisconsin State Statutes, hereafter called NWLS, and the Superior Public Library, a municipal library organized under s. 43.52 and 43.54, Wisconsin State Statutes, hereafter called the Library.

WHEREAS, in accordance with Wisconsin Statutes Chapter 43, a municipal, county or joint public library may participate in a public library system if it meets all of the following requirements:

1. The Library is established under s.43.52 or 43.53 (municipalities, joint libraries) or s.43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes.
2. The Library is free for the use of the inhabitants of the municipality by which it is established and maintained. [(S.43.52(2), 73 Opinion Attorney General 86 (1984), and OAG 30-89)]. This requirement is extended to all residents of the system area by Wisconsin Statutes s.43.15.(4)(c)4.
3. The Library Board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s.43.54 (municipal and joint libraries), s.43.57(4) (consolidated and county library services)].
4. The Library Board has exclusive control of the expenditures of all monies collected, donated, or appropriated for the library fund. [s.43.58(1)].
5. The Library Board supervises the administration of the library and appoints the librarian, who appoints such other assistants and employees, as the library board deems necessary, and prescribes their duties and compensation. [s.43.58(4)].
6. The Library is located in a county that participates in a public library system. [s.43.15.(4)(c)2].
7. The Library is authorized by the municipal governing board to participate in the public library system. [s.43.15(4)(c)3].
8. The Library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This subdivision does not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program. [s.43.15(4)(c)4].
9. The Library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction. [s.43.15(4)(c)6].

NWLS agrees to provide the Library, as a member in good standing, the following services according to the relevant statutes and NWLS policies and plans:

1. Coordinate interlibrary loan and provide reference/referral services.
2. Reimburse the Library for interlibrary loan service \$20,000 per year to be paid in September.
3. Provide backup reference, information and interlibrary loan services from the system resource

library, including the development of and access to specialized collections.

4. Refer or route reference and interlibrary loan requests from libraries within the system to libraries within and outside of the system.
5. Provide through the Delivery Service, two days per week delivery and pickup of library materials, with additional days of delivery and delivery to the branches in Solon Springs and Lake Nebagamon provided subject to the amount of the NWLS funding request to Douglas County that is appropriated.
6. Provide a collection development grant to the Library, subject to the amount of the NWLS funding request to Douglas County that is appropriated.
7. Provide the Library with the means and skills for networking and electronic resource sharing as detailed in the NWLS Plan of Service.
8. Provide a program of cooperative cataloging.
9. Provide consultant services to the Library and to the Library's county.
10. Provide continuing education for the Library's staff and trustees.
11. Promote libraries and encourage communication among libraries by maintaining regular e-mail correspondence, maintaining an electronic discussion list, and distributing other publicity materials.
12. Draft resource-sharing agreements in cooperation with all types of libraries in the area to benefit the clientele of all libraries in the system area.
13. Maintain a technology and resource sharing plan to include electronic delivery of information, for all types of libraries in the area.
14. Carry out all other activities of the 2016 NWLS Plan of Service as authorized by the NWLS Board of Trustees.

The Library agrees to comply with the requirements for participation in a public library system and for legal operation of the library, and to:

1. Make its library services available free-of-charge to residents of the NWLS area and those holding a valid borrower's card from a library in the Indianhead Federated Library System, Nicolet Federated Library System, Lakeshores Library System, Arrowhead Library System, Eastern Shores Library System, Kenosha County Library System, Manitowoc-Calumet Library System, Waukesha County Federated Library System, Wisconsin Valley Library Service or the Winding Rivers Library System (according to the intersystem agreements with those systems).
2. Share resources according to NWLS policies, which includes making certain that the library takes steps necessary for adding new materials to the NWLS Merlin database and lends all materials listed on Merlin and/or WISCAT to other libraries (subject to such reasonable limitations as agreed to between the library and NWLS). Maintenance of an accurate holdings list is a requirement for participating in interlibrary loan.
3. Avail itself of NWLS continuing education and consultant services.
4. Work toward the attainment of the appropriate library standards.
5. Complete and submit its DLTCL Annual report to NWLS in a timely manner.

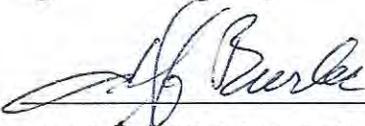
NWLS and the Library agree that the Library will be designated the NWLS Resource Library according to the following:

1. The Library shall provide resource sharing and reference service for NWLS member libraries in cooperation with NWLS staff.
2. On or before September 30, 2016, NWLS shall grant \$2,100.00 to the Library to provide for reference collection development for mutual benefit of NWLS and the Library.
 - The Library staff consults with NWLS staff regarding the reference materials to be purchased with this grant and reports by Sept. 1, 2016 how the new titles have been used.
 - The Library carries over no more than 15% of this grant from 2016 to 2017.
 - The Library expends any interest earned this year from this grant for library collection development purposes.
 - All materials purchased under this grant shall become the property of the Library.
 - The Library shall certify proper expenditure of this grant and any interest earned on grant funds to NWLS no later than December 31, 2016.
 - Both NWLS and the Library shall study matters of joint concern and work toward the more effective and cost efficient delivery of library services by both agencies.
3. Provide \$1,500 to the Library for Back-up Reference Service and report how many reference questions have been managed within the year.
4. Provide \$7,661 to the Library for Collection Development.
5. Provide mileage to the Library Director to attend SRLAAW meetings at the NWLS employee rate. The Library Director is expected to attend at least half of the SRLAAW meetings within a given year.

The term of this Agreement is one year, beginning January 1, 2016.

1. Funds paid according to this agreement shall be conveyed by check to the Superior Public Library for deposit in the City of Superior's general fund from which disbursement will be made according to the City's standard fiscal procedures.
2. Increases of funding for general operating expenses on which the guaranteed minimum level of funding is paid annually, as for postage, interlibrary loan mailers and all other materials and cost generating entities, such as services and utilities, shall be negotiated annually, according to criteria mutually identified and analyzed by NWLS and the Library.

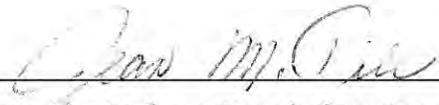
Not later than ninety days from the expiration of the Agreement, both parties shall enter into good faith negotiations for its renewal. This agreement is subject to amendment at any time by mutual agreement of both parties.

Vice 

 President, NWLS Board of Trustees

9-19-15

 Date



 President, Library Board of Trustees

10/18/2015

 Date
 September 19, 2015

Reimbursement calculations for Douglas County and neighboring counties for 2015 statistics, payable in 2017

Superior	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
1. Total Operating Expenditures	\$ 1,417,335	\$ 1,431,871	\$ 1,377,876	\$ 1,370,482	\$ 1,344,884	\$ 1,353,943	\$ 1,333,042	\$ 1,247,143	\$ 1,256,181	\$ 1,238,587
2. Federal Expenditures	\$ 2,719	\$ 3,746	\$ 2,509	\$ 2,488	\$ 2,685	\$ 5,699	\$ 4,387	\$ 2,347	\$ 3,524	\$ 2,520
3. Line 1 minus Line 2	\$ 1,414,616	\$ 1,428,125	\$ 1,375,367	\$ 1,367,994	\$ 1,342,199	\$ 1,348,244	\$ 1,328,655	\$ 1,244,796	\$ 1,252,657	\$ 1,236,067
4. Total Circulation	293,906	312,482	328,866	360,802	381,829	396,689	404,783	394,541	399,368	401,039
5. Line 3 divided by Line 4	\$ 4.8131579	\$ 4.5702632	\$ 4.1821502	\$ 3.7915366	\$ 3.5151835	\$ 3.3987430	\$ 3.2823883	\$ 3.1550485	\$ 3.1365983	\$ 3.0821615
6. Circ to non-city County Residents	100,519	107,602	110,754	123,259	129,170	130,389	133,972	131,743	133,805	136,889
7. Line 5 x Line 6	\$ 483,814	\$ 491,769	\$ 463,190	\$ 467,341	\$ 454,056	\$ 443,159	\$ 439,748	\$ 415,656	\$ 419,693	\$ 421,914
8. Line 7 x 70%=County funds	\$ 338,670	\$ 344,239	\$ 324,233	\$ 327,139	\$ 317,839	\$ 310,211	\$ 307,824	\$ 290,959	\$ 293,785	\$ 295,340

Solon Springs	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
9. Circulation at Solon Branch	24,438	24,576	22,174	23,427	25,889	25,185	26,824	25,043	21,049	22,263
10. Line 5 x Line 9	\$ 117,624	\$ 112,319	\$ 92,735	\$ 88,824	\$ 91,005	\$ 85,597	\$ 88,047	\$ 79,012	\$ 66,022	\$ 68,618
11. Line 10 x 70%=County funds	\$ 82,337	\$ 78,623	\$ 64,914	\$ 62,177	\$ 63,704	\$ 59,918	\$ 61,633	\$ 55,308	\$ 46,216	\$ 48,033
12. County funds paid for Solon*	\$ 64,914	\$ 62,177	\$ 63,704	\$ 59,918	\$ 61,633	\$ 55,308	\$ 46,216	\$ 48,033	\$ 41,684	\$ 38,722

Lake Nebagamon	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
13. Circulation at LN Branch	2,783	3,007	3,835	3,982	4,532	3,936	3,829	1,077		
14. Line 5 x Line 13	\$ 13,395	\$ 13,743	\$ 16,039	\$ 15,098	\$ 15,931	\$ 13,377	\$ 12,568	\$ 3,398		
15. Line 14 x 70%=County funds	\$ 9,377	\$ 9,620	\$ 11,227	\$ 10,569	\$ 11,152	\$ 9,364	\$ 8,798	\$ 2,379		
16. County funds paid for LN*	\$ 11,227	\$ 10,569	\$ 11,152	\$ 9,364	\$ 8,798	\$ 2,379	\$ -	\$ -		

*two year delay. Assessed in one year, reported the next, and put in the following year's budget.

Neighboring Counties	2015	2014	2013	2012	2011	2010	2009	2008	2007	2006
17. Circulation to Bayfield County	3,526	3,523	4,243	5,091	5,724	6,253	6,218	5,908	6,677	6,491
18. Line 5 x Line 17	\$ 16,971	\$ 16,101	\$ 17,745	\$ 19,303	\$ 20,121	\$ 21,252	\$ 20,410	\$ 18,640	\$ 20,943	\$ 20,006
19. Line 18 x 70%=Bayfield County	\$ 11,880	\$ 11,271	\$ 12,421	\$ 13,512	\$ 14,085	\$ 14,877	\$ 14,287	\$ 13,048	\$ 14,660	\$ 14,004
20. Circulation to Burnett County	614	802	820	693	862	1,153	1,268	619	913	815
21. Line 5 x Line 20	\$ 2,955	\$ 3,665	\$ 3,429	\$ 2,628	\$ 3,030	\$ 3,919	\$ 4,162	\$ 1,953	\$ 2,864	\$ 2,512
22. Line 21 x 70%=Burnett County	\$ 2,069	\$ 2,566	\$ 2,401	\$ 1,839	\$ 2,121	\$ 2,743	\$ 2,913	\$ 1,367	\$ 2,005	\$ 1,758
23. Circulation to Washburn County	697	958	1,471	898	820	1,148	694	950	1,073	1,322
24. Line 5 x Line 23	\$ 3,355	\$ 4,378	\$ 6,152	\$ 3,405	\$ 2,882	\$ 3,902	\$ 2,278	\$ 2,997	\$ 3,366	\$ 4,075
25. Line 24 x 70%=Washburn County	\$ 2,348	\$ 3,065	\$ 4,306	\$ 2,383	\$ 2,017	\$ 2,731	\$ 1,595	\$ 2,098	\$ 2,356	\$ 2,852
26. Circulation to Sawyer County	311	553	183	255	396	355	217	141	118	246
27. Line 5 x Line 26	\$ 1,497	\$ 2,527	\$ 765	\$ 967	\$ 1,392	\$ 1,207	\$ 712	\$ 445	\$ 370	\$ 758
28. Line 27 x 70%=Sawyer County	\$ 1,048	\$ 1,769	\$ 536	\$ 677	\$ 974	\$ 845	\$ 499	\$ 311	\$ 259	\$ 531
29. Total Neighboring County Funds*	\$ 17,345	\$ 18,670	\$ 19,664	\$ 18,411	\$ 19,197	\$ 21,196	\$ 19,294	\$ 16,825	\$ 19,280	\$ 19,145

Total check-outs by townships for Superior and branches for years 2008 through 2015

Year 2015				2015		2014	2013	2012	2011	2010	2009	2008
Townships	Superior	Solon	LN	total		total						
Amnicon	5,126	-	-	5,126		6,877	6,033	6,385	7,389	7,136	8,033	8,264
Bennett	3,990	3,205	36	7,231		6,636	4,928	5,187	5,550	6,197	6,907	6,927
Brule	1,134	7	107	1,248		1,265	1,615	2,467	2,568	2,714	2,464	3,336
Cloverland	1,666	-	-	1,666		1,936	2,504	3,266	2,956	2,419	2,230	2,683
Dairyland	713	-	-	713		835	1,219	907	531	370	437	712
Gordon	1,020	1,546	-	2,566		2,787	3,713	3,934	3,871	4,270	4,584	3,739
Hawthorne	3,074	299	104	3,477		5,145	5,543	5,798	6,345	5,813	5,916	7,232
Highland	1,459	58	16	1,533		916	511	564	670	670	706	774
Lake Nebagamon	4,047	111	1,815	5,973		6,095	7,095	8,873	8,958	9,474	10,588	7,929
Lakeside	5,406	-	-	5,406		4,885	5,796	6,849	7,313	7,259	7,422	8,002
Maple	3,499	-	63	3,562		3,172	3,150	3,384	4,572	3,942	4,606	5,504
Oakland	8,411	209	46	8,666		8,872	8,260	10,010	9,069	8,991	9,456	8,654
Oliver	1,509	-	-	1,509		1,187	1,210	1,962	2,664	1,412	1,572	1,150
Parkland	5,337	22	-	5,359		6,024	6,871	7,561	6,658	8,424	7,525	8,281
Poplar	5,026	-	115	5,141		6,417	5,953	4,862	4,782	5,124	5,772	5,462
Solon Springs Town	2,618	9,642	-	12,260		12,754	12,204	12,936	14,343	15,095	15,140	13,631
Solon Springs Vill.	1,508	7,115	-	8,623		9,620	8,362	9,443	10,853	9,372	9,204	8,650
Summit	4,547	81	-	4,628		5,846	6,581	6,971	8,046	8,224	9,397	8,405
Superior Town	12,792	140	62	12,994		12,916	14,967	16,804	17,371	18,294	16,490	16,922
Superior Village	2,135	-	-	2,135		2,631	2,784	3,766	3,367	3,957	4,081	4,399
Wascott	427	276	-	703		791	1,135	1,330	1,252	1,173	1,423	1,072
Other Douglas Co.	-	-	-	-		-	-	-	42	59	19	15
Total	75,444	22,711	2,364	100,519		107,607	110,434	123,259	129,170	130,389	133,972	131,743
Superior City	176,280	1,400	52	177,732		188,362	197,317	215,550	230,125	240,832	245,285	240,641
NWLS	7,441	6	4	7,451		8,296	9,590	9,227	10,762	11,562	10,909	10,302
WI, not NWLS	408	5	-	413		824	1,822	1,633	1,329	656	1,684	639
Other states	7,418	11	362	7,791		7,393	8,457	10,535	10,254	13,152	14,040	10,998
Unassigned		-	-	-		-	1,246	149	189	98	98	218
Grand Total	266,991	24,133	2,782	293,906		312,482	328,866	360,353	381,829	396,689	405,988	394,541
Loans to Merlin	36,443	-	-	36,443		39,156	39,050	36,408	32,947	30,235	24,888	22,718
Loans from Merlin	27,218			27,218		25,198	25,968	27,892	29,841	28,438	24,453	19,779

SUPERIOR PUBLIC LIBRARY

HOURS

Monday-Thursday9:00 a.m. - 8:30 p.m.
Friday.....9:00 a.m. - 5:00 p.m.
Saturday.....10:00 a.m. - 2:00 p.m.

Telephone: (715) 394-8860
Fax Number: (715) 394-8870
E-mail: heskins@ci.superior.wi.us
Internet: www.superiorlibrary.org
Merlin On-line Catalog:
<http://merlin.nwls.lib.wi.us>

The Superior Public Library originally opened in 1888 and has been housed at several different sites since that time. The library moved to its present location in March 1991.

Superior Public Library Staff:

Library Director: Susan Heskin
Administrative Assistant: Janette Cline
Technical Services Manager: Linda Olson
Youth Services Manager: Kelly Wiisanen
Circulation Services Manager: Kyle Hawley
Librarian/Librarian II: Theodora Meronek, Miina Helske, Linda Moe, Kathleen McDonald, Leslie Meyer
Library Technician/Librarian I: Robin Barrett, Susan Mattson, Linda Moe, Nancy McNamara, Sandra Helin, Judith Aunet, Kathleen McDonald, Mary O'Shaughnessy, Kayleen Dolan, Jennifer Tahtinen
Pages: Susan Olson, Wendy Buczynski, Mary Meller
Building Maintenance: Michael Jacobson
Custodians: Wendy Buczynski, Jason Goldfine

JOAN SALMEN MEMORIAL SOLON SPRINGS BRANCH LIBRARY

HOURS

Monday..... 2:00 p.m.-7:00 p.m.
Thursday..... 9:30 a.m.-2:30 p.m.

Telephone: (715) 378-4452
E-mail: mcdonaldk@superior.nwls.lib.wi.us
The branch library opened in August of 2000.
The library is located at 9240 East Main Street.

Solon Springs Branch Library Staff:

Kathy McDonald, Librarian II
Mary Meller, Page



IMOGENE McGRATH MEMORIAL LAKE NEBAGAMON BRANCH LIBRARY

HOURS

Wednesday..... 9:30 a.m.-2:30 p.m.
Telephone: (715) 374-3477
E-mail: mcdonaldk@superior.nwls.lib.wi.us

The branch library opened in July of 2008, and is located at 11628 E. County Road B.

Lake Nebagamon Branch Library Staff:

Mary Meller, Library Technician



**1530 Tower Avenue
Superior, Wisconsin 54880**

The Superior Public Library is the municipal library of the City of Superior and serves as the public library for Douglas County. The library has branch libraries in Solon Springs and Lake Nebagamon. It is the Resource Library for the Northern Waters Library Service. The library is part of the Merlin automated library consortium.

MISSION STATEMENT

The Superior Public Library helps people in northern Wisconsin achieve personal and community growth by encouraging young readers, inspiring imagination at all ages, and connecting citizens with one another and the broader world.

GOAL STATEMENT

The general library goals of the Superior Public Library shall be:

- *Members of our local communities and visitors will find a wide variety of resources and experiences that enhance their leisure time and broaden their horizons.*
- *Children, youth, and their families will have opportunities to stimulate their creativity and discover the joy of learning.*
- *Members of our local communities and visitors will have access to the digital world to take advantage of its constantly evolving resources and services.*
- *Everyone who enters experiences a safe and inviting environment that supports learning, interaction with others, and quiet pursuits.*

SUMMARY OF THE ANNUAL REPORT, 2015

LIBRARY BOARD OF TRUSTEES

The library board meets monthly on the second Wednesday of the month at 4:00 p.m. in the board room of the library. The library board is responsible for the library funds, property, expenditures, hiring the library director, and the annual report to the state. The library board also develops and approves library plans and policies.

Board:

Jean Till, President

Donna Bergum, Vice President

Andrea Moreau, Secretary, School Representative

Sue Hendrickson, Douglas County Representative

Warren Bender, City Council Representative

Kaye Tenerelli

Greg Elonen

Gloria Olson

Bill Anderson

Mike Almond

FRIENDS OF THE LIBRARY

The Friends of the Library generally meet on the third Monday of the month at 10:30 a.m. in the classroom. The Friends of the Library are organized as a support group for the library by helping with program planning, publicity, special projects, and the annual book sale. All funds raised by the Friends go toward the support of the library.

Board:

Maggie Bare, President

D. Susie Schmid, Vice-President

J. Craig Scherf, Secretary

Sue Christensen, Treasurer

Katherine Schulz

Del Laughlin

Barbara Porter

Susan Heskin, ex-officio

Adult Services and Circulation



The Adult Services department is responsible for services in the adult area of the library, including providing reference services for the region, overseeing and scheduling use of the public meeting rooms, overseeing public computers, public copier, and public printer, and providing programs of interest to an adult audience. This department is also responsible for checking materials in and out, issuing library cards, placing holds on checked out materials, sending out overdue notices, assessing and collecting fines, billing and charging for lost or damaged materials, notifying patrons of books that are waiting for them and putting materials back on the shelf.

Technical



Services

The Technical Services Department is responsible for getting new materials ready for the collection by processing and cataloging them, removing outdated materials by taking them off of the public catalog, sending and ordering items to borrow from and loan to other libraries, and mending items that are damaged.



Children's and Young Adult Services

The Children's Department is responsible for service in the children's and young adult areas of the library. This includes: reference services, the Summer Reading Program, after-school, story-time and other programs, selecting, purchasing and processing new materials, overseeing internet and game computers, providing community outreach through visits to Head Start and local schools, preparing book box collections for teachers, and giving library tours to community groups and classes.

2015 STATISTICS

Materials checked out: 323,019

Materials loaned to other libraries: 36,443

Materials borrowed from other libraries: 27,218

Books and documents owned: 143,448

Audio materials owned: 6,901

Video/DVD materials owned: 12,018

Magazine/newspaper subscriptions: 220

Number of library visits: 176,601

Reference transactions: 6,505

Number of programs held: 188

Program attendance: 7,188

Public internet computers: 22

EVENTS IN 2015

The 5th annual *Love Your Local Artist* program was a success again this year, showcasing artists from all over the region.

The annual Friends of the Library book sale was held in April, bringing in over \$9,000 in contributions. Friends also held their Merry Little Book Sale during the holidays as well as the ongoing Friends Corner and Ebay sales. In May the Friends presented the library with a check for \$18,000 for new materials, their largest contribution to SPL so far.

Nora Fie, Manager of Youth Services retired in April. SPL librarian Kelly Wiisanen began as Manager of Youth Services in May.

The library continued a Halloween tradition by hosting an *Alice in Wonderland* Trick-or-Treat event in October. The program drew over 1,000 people and was the first event sponsored by the new Superior Public Library Foundation.

The number of adult and children's programs SPL hosted in 2015 increased 38 percent, and program attendance was up 27 percent. Checkouts of downloadable e-books and audiobooks increased, as did use of public computers and wi-fi access.