



**WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
ATTN: JOHN DEBACHER
DIVISION FOR LIBRARIES AND TECHNOLOGY
PO BOX 7841
MADISON, WI 53707-7841**

Also send a copy of the completed Word document to
libraryreports@dpi.wi.gov

Required by § 43.17(5) and 43.24(3) Wis. Stats.

GENERAL INFORMATION

Library System

Winding Rivers Library System

Describe demographic, economic, and other facts about your system that influenced the development of this and other system plans.

The Winding Rivers Library System serves a region of 5,387 square miles, comprised of primarily rural, though includes some urban and suburban areas. The population is 283,787 (2015) with a significant portion of that population over 60 years old. The people of the region are generally highly mobile and utilize library services where it is most convenient for them, and typically use more than one library. The ethnic demographics are changing with growing numbers of Hispanic, Asian and African American people.

Describe significant needs and problems that influenced the development of this and other system plans.

The System is reaching the end of its "Winding Rivers Library System Service Strategy: 2016-2017", having accomplished most of the primary goals from that plan including:

- * Enhancing Technology Support: WRLS hired a full-time dedicated network manager in 2016 and a full-time desktop support specialist in 2017, greatly increasing timely and effective technology support service to members.

- * Improved Delivery: The System was able to improve delivery by increasing delivery days, restructuring employees to gain more back-up flexibility, and moving to a new location with a more efficient delivery staging and delivery area, and more central location.

- * New Offices: A move to new offices resulted in a more centralized location, a more efficient delivery staging area and a dedicated meeting room available for system workshops, meetings, committees and other gatherings.

An unanticipated change that happening in 2017 was the retirement (or pending retirement) of three very long-term WRLS staff members. These retirements, which began in June 2017 and will continue through the early part of next year (2018), will culminate in the loss of over 77 years of combined experience serving libraries in this region. While this loss will result in the loss of much institutional and historical knowledge from WRLS, on the positive side, these retirements will allow us to regroup and reconfigure system services to best meet current member needs.

One of the vacant positions has already been reconfigured into a desktop support position but we are going to take a very careful, thoughtful and proactive approach to replacing the other two vacant positions.

Describe the planning environment and process under which this and other system plans were developed. Include how member libraries are involved in plan development and review and whether your systems has a formally appointed advisory committee. (List additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the division.)

Due to the surprise of all of the potential retirements happening in one year, which continually changed the planning timeline, the timing of the DPI System Plan deadline and our planning timeline do not match enough to provide a cohesive outline at this time. When our 2018-2019 plan is approved by the WRLS Board at the end of this year or early next, that plan will be submitted immediately to DPI.

The WRLS planning timeline for the rest of 2017 currently looks like this:

June - October: Information conversations with members and staff about changing needs regarding system consulting services.

August - September: Gather position descriptions for consulting services offered by other library systems in Wisconsin.

June - October: Hold exit interviews with departing WRLS staff members to gather their input on changing needs.

October 26: Planning Day held with WRLS member library directors.

November: Write new service plan for 2018-2019.

December: Draft plans to membership, staff and board for review.

January: Final plan approved by board and delivered to membership, staff and DPI.

	ASSURANCES	
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The following plan and compliance document provides assurance that your public library system intends to comply with all statutory requirements for public library systems for calendar year 2018. Indicate, with a check, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

S.43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section it shall ensure that all of the following are provided:

Membership Agreements

- (a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.
- A copy of the agreement with a list of all members signing and the dates signed provided to the division by January 15.

Resource Library Agreement

- (b) Backup reference, information and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.
- A signed copy of the resource library agreement will be provided to the division by January 15.

Reference Referral, Interlibrary Loan, and Technology

- S.43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.

List ongoing activities related to this requirement.

IT support of software, hardware and peripherals; provide system library cards; ILL clearinghouse; Utilization of WISCAT to promote interlibrary loan; Administration and coordination of WRLSWEB; Toll-free telephone for library to resource library reference and WRLS consultant service; and Summer Library Program coordination.

Indicate new or priority activities relating to this requirement for the plan year. If none, indicate so.

- Continue to assist member libraries to implement the newest generation of statewide interlibrary loan capabilities with the intention of optimizing the use of technology in the sharing of resources throughout the state.
- Monitor compliance with the WRLS Resource Sharing Requirements and Compliance Actions, as approved by the WRLS board of trustees, to assure optimal service to regional residents and fair interactions with other libraries and systems throughout Wisconsin.
- Regarding ILL, one of the retirements in early 2018 will be of WRLS longtime Resource Consultant, the position primarily tasked with resource sharing, primarily via ILL and the ILS. This will be one of the positions under discussion during the fall planning process to determine how best to utilize these staff hours.
- Continue administration of WRLSWEB shared resource network.
- Resource grants to member libraries will be reduced by an additional 25% in 2018, continuing the plan of moving member library reliance on cash grants instead of library services.
- Research and implement the most efficient methods for managing networked machines in the system such as finding a new and affordable anti-virus solution and updating our automation process for Windows OS imaging.
- Continue offering Wordpress workshops and learning opportunities for member libraries to update and enhance their library websites.
- Continue to offer training and add images to the WRLS digitization project, ECHO: Exploring Cultural History Online.

ASSURANCES (cont'd.)**Administration**

- The system will not expend more than 20 percent of the state aid projected to be received in the plan year for administration.
 - The 2016 system audit will be submitted to the division no later than September 30, 2018.
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Budget

- A copy of your public library system budget by service program category and fund source for the plan year (see attached guidelines) is attached.
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COLLABORATIVE ACTIVITIES

Summary of Activities *Briefly describe collaborative activities with other libraries, public library systems, and other organizations. Exclude services and activities listed in the system's 2018 resource library contract.*

Beginning in 2014, WRLS worked with member libraries to create a regional digital collection of photographs. WRLS led, wrote grants and hired a trainer to assist and foster collaboration among many libraries to create a unique regional resource called ECHO: Exploring Cultural History Online.

WRLS collaborates with area non-public libraries by providing delivery of library materials. These libraries include Gundersen Health Libraries, Jackson Correctional, UW-La Crosse, Viterbo University, Western Technical College and school districts in Arcadia, Blair-Taylor, Cashton, Hillsboro, Holmen, La Farge, Melrose-Mindoro, Viroqua and Wonewoc.

WRLS has collaborated with other systems to provide online instruction.

Jails also serve as collaborative literacy partners in the region as WRLS provides paperback deposit collections in each of the seven member county jails: Buffalo, Jackson, Juneau, La Crosse, Monroe, Trempealeau, and Vernon counties. WRLS also provides a deposit collection to the juvenile detention center in La Crosse County.

Cost Benefit *For each activity above, list the activity name and estimated cost benefit realized.*

Activity	Amount
1. ECHO Digitization Project	\$50,000
2. Regional delivery to school, university and special libraries	\$56,000
3. Collaborative webinars	\$2,500
4. Deposit collections in regional jails	\$5,700
5. WPLC Overdrive collaboration	\$1,150,000
6.	
7.	
8.	
9.	
10.	
Cost Benefit Total	\$1,264,200

COLLABORATIVE ACTIVITIES (cont'd.)

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CERTIFICATION

WE, THE UNDERSIGNED, CERTIFY that to the best of our knowledge, the information provided in this document and any attachments is true and correct, and that the system will be in full compliance with all applicable provisions of Chapter 43 of the Wisconsin Statutes for the year 2018.

Name of System Director <i>Kristen Anderson</i>	Signature of System Director <i>Kristen Anderson</i>	Date Signed Mo./Day/Yr. <i>9-27-17</i>
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Name of System Board President <i>George Brandt</i>	Signature of System Board President <i>George Brandt</i>	Date Signed Mo./Day/Yr. <i>Sept 27, 2017</i>
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FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Provisionally Approved See Comments. <input type="checkbox"/> Not Approved See Comments.	DLT Assistant Superintendent Signature <i>Kristen K.</i>	Date Signed Mo./Day/Yr. <i>12/4/17</i>
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Comments

**PUBLIC LIBRARY SYSTEM 2018
ANNUAL PROGRAM BUDGET**

Program	2018 Public Library System Aid	System Aid Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
Technology, Reference and Interlibrary Loan*					
1. Interlibrary Loan	\$29,826				
2. Reference	\$3,200				
3. Technology	\$186,930				
4. Electronic Resources	\$37,238				
Program Total	\$257,194	\$0	\$0	\$0	\$257,194
Continuing Education and Consulting Service*					
1. Continuing Education	\$45,531				
2. Consulting	\$96,598				
Program Total	\$142,129	\$0	\$0	\$0	\$142,129
Delivery Services	\$167,750			\$89,753	\$257,503
Library Services to Special Users	\$10,201				\$10,201
Library Collection Development	\$45,270				\$45,270
Direct Payment to Members for Nonresident Access					\$0
Direct Nonresident Access Payments Across System Borders					\$0
Library Services to Youth	\$24,534				\$24,534
Public Information	\$3,000				\$3,000
Administration	\$72,700				\$72,700
Subtotal	\$323,455	\$0	\$0	\$89,753	\$413,208
Other System Programs					
1. ILS Management	\$70,491				\$70,491
2.					\$0
Program Total	\$70,491	\$0	\$0	\$0	\$70,491
Grand Totals	\$793,269	\$0	\$0	\$89,753	\$883,022

* These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1. Line 4 is reserved for the amounts budgeted for electronic resources (see Program Budget Guidelines).

