



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.

Winding Rivers Library System serves a region of 5,387 square miles, comprised of rural, urban and suburban areas. The population is 281,567 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 at more than one location. The non-white ethnic populations are changing with growing numbers of Asian, African American and Hispanic people. The region has also been affected by the same economic problems and slow growth as other areas of the state and county.

The commitment to cooperation among libraries in this region remains strong. While there is a danger that a high level of sharing and cooperation may allow some communities to neglect the development of their local libraries, so far it has helped to keep the overall quality and responsiveness credible, regardless of the fact that revenues from many sources are inadequate.

Many of the libraries in this region have been facing flat municipal funding for several years, some since 2001 when county reimbursement began. This situation causes a negative effect on the morale of the local libraries, and causes local directors to hope for, expect, and demand more services from the library system. Flat and/or cuts in system funding continue to make meeting these needs increasingly difficult.

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

A lack of funding and the rapidly changing nature of services desired by local library users are the driving needs and problems in the region. Many WRLS libraries have cut staff, services and open hours to meet dwindling budgets, and yet library users are always looking for more.

WRLS must plan within funding shortfalls, making the demands for new System services even more difficult to plan for. As the system strives to address new services, it must do so within the strict confines of our limited funding. Currently, if new initiatives are desirable, they must come through the elimination of other services, or reorganization and consolidation of resources.

Describe the planning environment and process under which this and other system plans were developed. (List additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the division.)

WRLS staff, WRLS Board of Trustees and System member library directors all contribute to the planning process which results in the System plan. Maintaining contact with county clerks and boards, and county library planning committees has helped WRLS to formulate a strategy for continued regional cooperation and open access.

The following is utilized as a basis for development of the WRLS plan: information gathered from needs assessment meetings, from written surveys distributed to evaluate specific programs, from visits with librarians and unsolicited suggestions from System members, and member expectations for continuation of services they count and rely on.

Discussion at regular WRLSWEB Network Advisory Committee (NAC) meetings also inform the general plan for the system. These meetings took place in 2013 on: February 14, April 18, July 11, August 15 and are scheduled for October 10 and December 12.

ASSURANCES

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 **2014**. 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 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, except for the group programming preference authorized under s. 43.15 (4) (c) 4., and to provide for the interlibrary loan of materials among all participating public libraries, as evidenced by agreements with those libraries.
- A copy of the agreement with a list of all members signing it will be provided to the division by January 15.
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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.
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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.

Resource (cash) grants; System borrower's card program; ILL clearinghouse; Utilization of WISCAT to promote interlibrary loan; Administration and coordination of WRLSWEB; Toll-free telephone for library to resource library reference service; Promotional and PR services; and Summer Library Program coordination.

Indicate new or priority activities relating to this requirement for the plan year.

- Administer and coordinate the migration to new ILS software, Innovative, in early 2014.
 - Train WRLSWEB members on new the new intergrated library system, Innovative, and guide the transition.
 - 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 system throughout Wisconsin.
 - Contine to investigate cost saving measures in ILL.
 - Investigate the possibility of coordinated collection development to reduce dependence on other regions of the state and other states.
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Inservice Training

- S.43.24(2)(e) Inservice training for participating public library personnel and trustees.

List ongoing activities related to this requirement.

Conduct workshops for member library staff and trustees; Maintain a calendar of CE events; Maintain a professional resource collection for system and member library staff; Provide valdiation services for librarian certification; Represent WRLS at state CE meetings; Make regular training visits to member libraries.

Indicate new or priority activities relating to this requirement for the plan year.

- Begin to offer more short (one hour) continuing education offerings online via GoToWebinar software. These offerings will allow members to learn new skills and enhance service in a short period of time, without having to leave their library or community.
 - Offer ongoing training on Innovative, new ILS software.
 - Offer Innovative user group meetings as needed and desired by members.
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ASSURANCES (cont'd.)

Delivery and Communication

- S. 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

List ongoing activities related to this requirement.

Provide an 800 number; ILL transactions sent electronically; Provide regular van delivery service; Promote the use of resource sharing via the most efficient means by member libraries and other state libraries; Participate in the statewide delivery network system; Maintain system email lists.

Indicate new or priority activities relating to this requirement for the plan year.

- Continue to study sorting strategies and mechanisms to make the handling of shared materials as efficient as possible.
 - Continue to review scheduling practices and requirements to assure that we have adequate staff coverage to process materials for delivery in a timely manner.
 - Monitor vehicle conditions to assure that replacement needs are anticipated in time to build them into succeeding year budgets.
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Service Agreements

- S.43.24(2)(g) Service agreements with all adjacent library systems
- A copy of the agreement with adjacent systems with a list of all systems signing the agreement will be provided to the division by January 15.
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Other Types of Libraries

- S.43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.
- The system will have agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. A copy of the agreement with a list of all signing libraries will be provided to the division by January 15.
- Other types of libraries in the system area have had an opportunity to review and comment on the plan.
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Library Technology and Resource Sharing Plan

- S.43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every fifth January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.
- Member public libraries and other types of libraries in the system area have had an opportunity to review and comment on the plan.
- A copy of the written plan, including any revisions and amendments, for library technology and resource sharing is attached to this document or is on file with the division.
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Professional Consultation

- S. 43.24(2)(h) Professional consultant services to participating public libraries.

List ongoing activities related to this requirement.

Make presentations, as needed and requested, for local library and community boards to promote understanding of library services and operations; Provide consultation in the following areas: public library administration and governance, adult services, youth services, library automation, building and remodeling, technical services, interlibrary loan and resource sharing, staff development, planning and evaluation, standards, collection development, public relations, reference and information services, and special needs.

Indicate new or priority activities relating to this requirement for the plan year.

- Review the nature of the current consulting structure, considering efficiencies that would allow WRLS to focus resources on areas most desired by member libraries. WRLS continues to evaluate and restructure consulting services following the loss of one full-time consulting position in 2011.
 - Investigate ways of offering additional general technical support services; plan with members how enhancements would need to be implemented and funded.
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ASSURANCES (cont'd.)

Services to Users With Special Needs

- S.43.24(2)(k) Promotion and facilitation of library service to users with special needs.

List ongoing activities related to this requirement.

Consultation; Workshops; Professional collection; Deposit collections in county jails; Provide programs and information related to providing service to a variety of populations and groups with special needs; blog posts about special needs.

Indicate new or priority activities relating to this requirement for the plan year.

- Encourage and assist member libraries to cooperate with other agencies in meeting services needs of library users with special needs, and maintain connections with non-library agencies to extend awareness to special populations of the availability and value of library services.
 - Continue to pursue grant funding for initiatives that will show tangible results for those with special needs.
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Other Service Programs

S.43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.

List each "other" service programs individually with ongoing activities and new or priority activities for the plan year under each program. For instance, if the system provides a bookmobile service program, list ongoing activities and new or priority activities for the bookmobile program. (Do not lump miscellaneous activities under a single "other" program.)

Digitization

In 2014 WRLS will undertake and lead a regional digitization project. The goal of this project is to create a regional database of historic images and resources, making these items available online for all to use.

- Write LSTA grant to provide funding for training, staff assistant and equipment.
 - Assist grant participants with scanning photos, creating metadata and promoting project.
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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 2013 system audit will be submitted to the division no later than September 30, 2014.
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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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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 **2014**.

Name of System Director	Signature of System Director ➤	Date Signed
Name of System Board President	Signature of System Board President ➤	Date Signed

**FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL**

Pursuant to Wis. Statutes, the plan contained herein is:

- Approved
- Provisionally Approved *See Comments.*
- Not Approved *See Comments.*

DLT Assistant Superintendent Signature



Date Signed

Comments

PUBLIC LIBRARY SYSTEM 2014 ANNUAL PROGRAM BUDGET					
Program	2014 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	\$134,578			\$11,666	
2. Reference	\$16,122		\$19,325		
3. Technology	\$61,646		\$3,275	\$27,248	
4. Electronic Resources					
Program Total	\$212,346	\$0	\$22,600	\$38,914	\$273,860
Continuing Education and Consulting Service*					
1. Continuing Education	\$58,115				
2. Consulting	\$88,977				
Program Total	\$147,092	\$0	\$0	\$0	\$147,092
Delivery Services	\$62,568			\$97,546	\$160,114
Library Services to Special Users	\$17,504				\$17,504
Library Collection Development	\$191,717	\$1,700		\$20,090	\$213,507
Direct Payment to Members for Nonresident Access					\$0
Direct Nonresident Access Payments Across System Borders					\$0
Library Services to Youth	\$5,581				\$5,581
Public Information	\$32,320				\$32,320
Administration	\$98,573			\$12,273	\$110,846
Subtotal	\$408,263	\$1,700	\$0	\$129,909	\$539,872
Other System Programs					
1.					\$0
2.					\$0
Program Total	\$0	\$0	\$0	\$0	\$0
Grand Totals	\$767,701	\$1,700	\$22,600	\$168,823	\$960,824

* 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).