Resources
2025 New Director Training Camp

DRAFT COPY 4/10/2025

Opening Session

- Wisconsin Statutes Chapter 43: Libraries
- Wisconsin Administrative Code PI 6: Public Libraries
- American Library Association (ALA) intellectual freedom statements
- Certification Manual for Wisconsin Public Library Directors
- Administrative Essentials: A Handbook for Wisconsin Public Library Directors
- Trustee Essentials: A Handbook for Wisconsin Public Library Trustees
- State of Wisconsin Department of Justice: Office of Open Government
    - Public Records Compliance Guide
    - Open Meetings Compliance Guide
- Wisconsin Library Law (Chapter 43): Summaries of Selected Sections – from South Central Library System
- WISELearn Public Library Policy Resources – *a work in progress*
- School and Public Library Records Management – DLT website

Annual Reports, Data, and Your Library

- Wisconsin Public Library Annual Report
    - Includes an overview of the annual report, definitions, instructions, a programming and activity count tracker (Excel), Q&A, and more.
- Getting Started – Annual Report guide from Wisconsin DPI Library Services
- Wisconsin Public Library Service Data – data files at state, system, county, and public library level as far back as 1996.
- Public Libraries Survey (PLS) from the Institute of Museum and Library Services (IMLS) – data files and documentation
- WPLC Data Dashboard (available through June 30, 2025)
- Data Services from South Central Library System (SCLS) – uses Wisconsin Public Library Service Data to provide a Fast Facts Dashboard for all libraries. Scroll down to find per capital service measure comparisons and other statewide information.
- Wisconsin DPI Library Services – Planning and Evaluation resources
    - Wisconsin Public Library Standards, 6th Edition – Qualitative and quantitative voluntary standards to assist with planning and evaluation
    - Public Library Space Needs: a planning outline
- Wisconsin's Online Reporting System, LibPAS, can also provide simple infographics and reports for your library
- Understanding your community:
    - Using WISEdash to understand your local school district demographics (PowerPoint presentation)

    - Explore Census Data and American Community Survey data from the United States Census Bureau

Building Strong Relationships

Shannon Schultz, South Central Library Service

- Roles & Responsibilities Matrix (Wisconsin DPI)
- League of Wisconsin Municipalities: Libraries FAQ

Current Topics in Librarianship

Intellectual Freedom

- Children's Cooperative Book Center (CCBC)
    - What IF Forum
    - "The Most Important Think in Responding to Materials Concern or Challenge"
- American Library Association (ALA) Office for Intellectual Freedom (OIF)
- "Mirrors, Windows, and Sliding Glass Doors" by Dr. Rudine Sims Bishop, originally appearing in *Perspectives: Choosing and using books for the classroom*, Vol. 6, no. 3, Summer 1990.

Law enforcement actions in libraries

- Privacy tutorials for Wisconsin Public Libraries – developed by the IFLS Library System
- ALA: Libraries and Immigration Enforcement | Respond to requests for library records
- National Immigrant Law Center: Resources
- Libraries and Law Enforcement: visits & interactions – developed by the Nicolet Federated Library System
- Immigrant Legal Resource Center Red Cards

Public Records Requests

- Records Management for School Districts, Public Libraries, and Public Library Systems – Wisconsin DPI Library Services

Staying informed

- Wisconsin Library Association (WLA)
- WisPubLib email list – an old-fashioned listserv managed by WPLC
- Library Link of the Day
- Publisher's Weekly: PW Daily newsletter

Overview of Division services with the Library Services Team

Division website: dpi.wi.gov/libraries

Badgerlink: Wisconsin's Online Library - badgerlink.dpi.wi.gov/
BadgerLink resources for library staff - badgerlink.dpi.wi.gov/library-staff

Workforce Development and Social Services Assistance

- **Library Staff Resources to Assist Wisconsin's Workforce** *(DPI)*
  - The **Workforce Resources Inventory** for libraries
  - **Training Webinars & Guides**
  - The **Marketing Toolkit**
- **Wisconsin Workforce Development Boards** *(DWD)*
- **Job Center of Wisconsin** *(DWD)*
- The **Wisconsin Society for Human Resource Management** 'Find a Chapter' *(WISHRM)*
  - Email contact for Kellie Dunn-Poggemann, their Workforce Readiness Director: **workforcedirector@wishrm.org**
- **211 Wisconsin**
- **FindHelp.org**

Youth Services
DPI Youth Services Consulting - dpi.wi.gov/libraries/public-libraries/youth-services

- Includes a link to subscribe to the weekly youth services reminders and resources, or email jeni.schomber@dpi.wi.gov and ask to be added to the listserv.

Wisconsin Science Festival - www.wisconsinsciencefest.org
PBS Wisconsin Education - pbswisconsineducation.org
Collaborative Summer Library Program (CSLP) - www.cslpreads.org
Building Community Based Summers (BCBS) - communitybasedsummers.org

Library Board essentials

- Who runs the library? Roles and Responsibilities matrix

Budget 101 w/ John Thompson, IFLS Library System Director

- Department of Administration population estimates and projections
- Previous IFLS Budget presentations:
  - Creating the Annual Budget Recording
  - Creating the Annual Budget Slides

A Year in the Life of a Library Director

- County payments for library service: Wisconsin Statute § 43.12
- Municipal exemptions from county library tax:
  - Funding & Budgets page on Wisconsin DPI website
  - Wisconsin County Apportionment Reports
- Certification Manual for Public Library Directors
- Statewide Professional Learning Calendar
- HR for Library Leaders – 2025 webinar series