Wisconsin Department of Public Instruction
PUBLIC LIBRARY SYSTEM PLAN AND
CERTIFICATION OF INTENT TO COMPLY
CALENDAR YEAR 2022
PI-2446 (Rev. 06-21)

INSTRUCTIONS: Complete and submit one copy of this Word document along with one signed, scanned copy in PDF format to the Division for Libraries and Technology (Division) by Friday, October 15, 2021. Submit completed Word and PDF documents to:

LibraryReport@dpi.wi.gov

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

GENERAL INFORMATION

Library System

Wisconsin Valley Library Service

Describe significant needs, opportunities, and challenges that influenced the development of this and other system plans.

As good stewards with limited resources, the staff and board exercise caution when planning new/enhanced services. Due to the flat trend in funding, reallocating resources to advance a program or improve a service ultimately means a compromise or reduction in another area. For example, rather than hire additional staff in areas of technology and ILS support, in 2016 system funds were reallocated to pay Waltco, Inc., the vendor used by WVLS for in-system delivery, to sort materials on behalf of our member libraries. The difference in wages and benefits when replacing staff due to retirements has been used to offset increases in courier services and electronic subscriptions.

Due to the high cost of hiring/training staff, WVLS continues to secure interns, temporary and part-time help, and volunteers to assist with projects, and also to outsource tasks when it makes sense to do so. WVLS has gone from 10.5 FTEs to 8.10 in less than 9 years. In 2022, While WVLS may increase one staff position from part time to full time, we will continue the aforementioned approaches, and also continue to explore ways to work more cooperatively and collaboratively with other agencies, systems and libraries for the provision of services.

Member libraries also continue to seek ways to "do more with less" as municipal and county support remained flat in 2020. Local support of libraries increased only .24% from 2019-2020, and county support increased 2.85% from 2019-2020. In 2020, the range in total operating income went from a low $69,694 to a high $1,448,968.

Looking at member library collection development activities, funds expended on nondigital library materials continues to remain flat ($1,086,000 in 2015; $1,082,000 in 2016; $1,034,605 in 2017; $1,034,979 in 2018; $1,022,942 in 2019; and, $940,569 in 2020). When compared to what was expended in 2011, which was $1,142,000, the reduction and trend is more pronounced. The demand by patrons for popular materials in all formats never wans. This demand, combined with pressures to provide digital content, stress collection development budgets and practices in large and small libraries alike. To help, WVLS started an OverDrive Advantage account in 2017 and continues to seek donations/volunteer support for this collection. And, while circulation of nondigital materials is trending down (2011 = 2,696,831; 2016 = 2,230,957; 2017 = 2,126,227; 2018 = 2,027,910; 2019 = 1,972,601; and, 2020 = 1,064,450), the numbers for digital downloads continues to trend upward (2013 = 99,399; 2016 = 185,542; and 2017 = 208,342; 2018 = 247,322; 278,757 in 2019; and 320,786 in 2020). Yet, when totally digital downloads with circulation, the number of "checkouts" continue to drop. With the closure of public library buildings intermittently in 2020 and 2021, the demand for digital content by library users is expected to increase despite continued bandwidth/internet access challenges in pockets across WVLS counties. WVLS libraries are not required to provide financial support for WVLS database subscriptions, nor for the WVLS OverDrive Advantage account at this time.

Ubiquitous usage of technologies to access the internet and to communicate, combined with the everchanging technology landscape, challenge libraries and systems to stay current not only in the ways technologies are being used by community members, but also in how to best use technologies to provide service. These challenges, which are most evident at small and rural libraries where local technology support and expertise is not readily/easily available, reinforce service priorities at the system to proactively provide training prior to implementation of new technologies in concert with consistent, reliable ongoing technology support when needed. Local library technology challenges also remind WVLS to document procedures and standardize processes, to offer "cheat sheets" or templates for "best practices", and to create training videos (or Digital Bytes) when applicable. In 2022, WVLS will continue to address member library needs through a robust training program, and via our growing partnerships with IFLS and NWLS (LEAN WI) to provide reliable, customer-driven technology consultation, support and training.

Additionally, WVLS plans to revisit the WVLS Collaboration and Innovation Grant opportunity for member libraries to develop early literacy spaces and collaborate on programming and resources specific to this topic. Also, to assist libraries in their efforts to provide resources to job seekers and life-long learnings, WVLS will continue to provide all area residents with access to online Gale courses. We will also continue efforts to assist collaborations between workforce development centers and member public libraries.

As many member libraries do not have sufficient funds for staff continuing education opportunities, WVLS will again offer public library colleagues scholarships to attend their first WLA-sponsored Library Legislative Day, and first WLA/WAPL

GENERAL INFORMATION (cont'd.)

conference. We will continue the scholarship program for library directors/branch heads to attend the Association of Rural and Small Libraries Conference. Lastly, WVLS will continue the mentorship program established in 2015 and orientation program that was redone/improved in 2019 for new area public library directors. A revamped, more structured Trustee orientation program will be developed in 2022.

2022 will be the 24nd year for V-Cat, WVLS's shared automation system. The V-Cat consortium, which consists of all 25 member public libraries, assumes approximately 80% of the annual cost of this project. Similar to other WI systems - IFLS, NWLS and MCFLS - the WVLS V-Cat consortium continues to use Innovative Interfaces, Inc. for the ILS. The V-Cat Consortium migrated from SirsiDynix to III in 2012. In 2021, WVLS signed a contract for a new Aspen Discovery Layer and is implementing uniform loan rules across all consortium libraries. While III's activities and product development are closely monitored, WVLS ILS Administration plans to look at other vendors' products in 2022. As NWLS' Merlin consortium is doing the same, WVLS and NWLS are planning to work together on some aspects of this research. Additionally, WVLS will continue to explore ways to collaborate with other systems to improve administration of the ILS and ILS-related services on behalf of the consortium.

The WVLS 2022 Plan and Budget applies the increase in aid to systems included in the 2022-2024 biennial budget and provides increased V-Cat ILS support and accomodates deeper collaborations with LEAN WI partners (IFLS Library System and Norther Waters Library Service), and other systems in the areas of technology, continuing education, staff training, adult services support, marketing and inclusive services consulting. However the WVLS 2022 Plan and Budget will not support the acquisition of additional electronic content and databases at levels desired by our members. Nor will there be sufficient support for internal technology experimentation and innovation at levels desired.

WVLS continues to monitor progress on the Public Library System Redesign project and the Marathon County Public Library's investigation of membership with another public library system, as well as local, county, state and national responses to the COVID-19 pandemic, as these factors have potential to significantly impact the 2022 plan, whether individually or in combination, in a myriad of ways.

Did the library system consult member libraries in the development of this plan?

☐ No, the library system did not include member libraries in the development of this plan.

☒ Yes, the library system included member libraries in the development of this plan.

If yes, describe the planning environment and process for this system plan. Include how member libraries are involved in plan development and review:

WVLS is governed by a 15-member Board of Trustees whose members represent the counties of Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor. The WVLS Board meets at least 6 times a year, and the Executive Committee of the Board meets when necessary. The WVLS Board has final approval on all planning and budgetary documents.

The 15-member WVLS Library Advisory Committee is a multitype group representing public, school, academic and special libraries in the WVLS area. This committee meets twice each year and provides service recommendations to the WVLS Board.

The 12-member WVLS/V-Cat Steering Committee has 6 public library directors whose libraries are in the V-Cat Consortium, 2 WVLS staff members and 4 WVLS trustees. This committee meets once or twice annually and provides recommendations on the annual V-Cat Budget and ILS planning innitiatives to the V-Cat Council and WVLS Board of Trustees.

The WVLS ILS Consortium is governed by the V-Cat Council, which includes one representative from each of the 25 participating public libraries. The Council meets 5 times a year to discuss and resolve ILS software, hardware, policy and procedural matters and to recommend budget and ILS administrative priorities to the WVLS Board. Subcommittees of the Council, V-Cat Bibliographic Committee and Cooperative Circulation Committee, include representatives from member libaries and WVLS, meet as necessary to research topics and best practices, and to develop recommendations for the V-Cat Council.

The WVLS 2022 Plan and Budget is developed with input from member library colleagues - primarily through their representation on the WVLS Library Advisory Committee, V-Cat Steering Committee and V-Cat Council. Feedback is also received from surveys, during consultation and informal conversations/online discussions between WVLS staff and member library colleagues.

The WVLS Board of Trustees approves appointments to the WVLS/V-Cat Steering and WVLS Library Advisory committees at its November meeting. The WVLS Board, WVLS/V-Cat Steering Committee and WVLS Library Advisory Committee operate pursuant to Chapter 43 of the Wisconsin State Statute, and within the confines of the WI Open Meeting Law.

ASSURANCES (cont.)

The WVLS 2022 Plan and Budget incorporates many of the Standards for Systems approved by SRLAAW in 2014. It also acknowledges a recommendation expressed in the DLT-sponsored LEAN Study of Wisconsin Public Library Systems that systems partner/collaborate with other systems for the provision of services, and incorporates some of the recommendations from the Public Library System Redesign process.

The 2022 Technology Planning Guide and 2022 MCPL/WVLS Resource Library Agreement are included with this plan.

Does the library system have a formally appointed advisory committee under Wis. Stat. § 43.17(2m)?

☐ No, the library system does not have a formally appointed advisory committee.

☒ Yes, the library system has a formally appointed advisory committee.

If the system appoints an advisory committee under Wis. Stat. § 43.17(2m), describe how the system makes appointments, posts meetings, and how the advisory committee reports to the library system board. Include a list of any additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the Division:

See above.

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 **2022**. Indicate, with a check, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

Wis. Stat. § 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

☒ Wis. Stat. § 43.24(2)(a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)4 with all member libraries.

☒ The system will provide a sample copy of the agreement with a list of all members signing and the dates signed to the Division by January 15. (The system does not need to file multiple copies of the same agreement; only a sample copy of each type of agreement is necessary.)

If the system is providing the sample copy and list of members signing through a publicly available webpage, provide the URL here:

Resource Library Agreement

☒ Wis. Stat. § 43.24(2)(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.

☒ The system will provide a signed copy of the resource library agreement to the Division by January 15.

If the system is providing the resource library agreement through a publicly available webpage, provide the URL here:

Reference Referral, Interlibrary Loan, and Technology

☒ Wis. Stat. § 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:

2022 ONGOING ACTIVITIES RELATED TO REFERENCE, REFERRAL AND INTERLIBRARY LOAN
1. Ensure that interlibrary loan participants have access to accurate ILL statistics.
2. Encourage all member libraries to subscribe to appropriate interlibrary loan communication channels.
3. Participate in state level agreement with major book jobber(s) which allow publicly supported WVLS libraries of all types to purchase library materials at maximum discounts.
4. Monitor statewide ILL activity and communicate relevant service changes with member libraries.
5. Monitor usage of BadgerLink and WVLS subscription-based electronic resources provided for member libraries and patrons.
6. Provide authentication services for BadgerLink and WVLS databases offered to the public by fully utilizing vendor authentication processes where possible.
7. Investigate digital resources and provide recommendations to member libraries.

2022 ONGOING ACTIVITIES RELATED TO TECHNOLOGY / NETWORK
1. Facilitate continued development and expansion of "LEAN Wisconsin" (LEAN WI), a technology resource sharing

partnership between multiple systems, and "Libraries Win", the joint technology services platform it hosts and maintains. Maintain joint LEAN WI Library System Long Range Strategy and Operational Technology Plan.

2. Facilitate strategic growth in the LEAN WI membership and lead efforts of technology collaboration with other library systems and organizations.

3. Maintain strategic and operational awareness of federal, state, and regional programs and efforts intended to support and empower library technology services, including Universal Service Administrative Company School and Library Program (USAC SLP – erate), TEACH Wisconsin, BadgerNet, Wisconsin Department of Public Instruction, Wisconsin Public Library Consortium (WPLC), and others.

4. Lead vendor relationship management and strategic procurement efforts for LEAN WI partners, member libraries and other interested library systems.

5. Assist member libraries within the LEAN WI footprint with technology consultation, long range strategic planning, and operation planning.

6. Coordinate in-person and remote meetings with public library directors and technology managers of LEAN WI member libraries to establish and maintain working relationships, engage in technology assessment projects with their respective libraries, and facilitate collaborative efforts between libraries.

7. Strengthen Libraries WIN integrated services:
•Lifecycle Procurement utilization and Capital Procurement Assistance support.
•Printer device and print management services coordination and support.

2022 ONGOING ACTIVITIES RELATED TO ILS ADMINISTRATION
1. Host V-Cat council meetings and V-Cat committee meetings.
2. Develop and monitor V-Cat budget.
3. Review V-Cat By-laws, participation agreements, and contracts.
4. Maintain awareness of the organizational structure and funding mechanisms of other ILS consortia in the state for best practices and optimized governance.
5. Convene the V-Cat Steering Committee to assist staff in developing the annual V-Cat budget, and reviewing V-Cat bylaws.
6. Work to encourage cooperative and participatory V-Cat membership that adheres to the set V-Cat guidelines and procedures.
7. Remain alert to the impact of V-Cat as it relates to members' collection related policies and practices.
8. Continue to monitor unmediated interloan between V-Cat participants.
9. Seek opportunities to expand V-Cat Membership.
10. Assess and evaluate member libraries' satisfaction with the effectiveness of V-Cat to support continuous improvement of V-Cat. (Practice and Collaboration)
11. Provide qualified, trained staff devoted to the management and support of the shared Integrated Library System (ILS).
12. Manage the shared ILS database.
13. Offer library profile customization services for V-Cat members.
14. Offer training opportunities and resources using a variety of delivery methods.
15. Work with V-Cat committees to normalize V-Cat policies, procedures, and practices among member libraries.
16. Provide and effective and efficient way for member libraries' holdings to be added to the database.
17. Work with member libraries to establish preferred practices and procedures for entering bibliographic and item holding records in the V-Cat database in accordance with currently accepted library cataloging and classification practices.
18. Ensure that bibliographic records, item records, and item status for materials in the V-Cat database are searchable through standard protocols.
19. Ensure access to reports to assist member libraries in managing ILS data.
20. Provide V-Cat consortium members with statistical data generated by the ILS as required for the DLT Public Library Annual Report, using standard definitions supplied by DLT.
21. Assess and evaluate member libraries' satisfaction with ILS support, the online catalog, discovery products, and training needs. (Vendor Products and WVLS Support)
22. Continue to explore enhancements to the ILS, including peripheral ILS-related products and technologies, to improve V-Cat experience for consortium members and library patrons.
23. Encourage libraries to consider new ILS enhancements, including peripheral ILS-related products and technologies, investigate group pricing options, and assist with implementation and training as needed.
24. Work with the V-Cat Council and its committees to implement enhancements to the ILS, including peripheral ILS-related products and technologies,
25. Explore collaborative options with other library systems in Wisconsin to improve ILS services and support.
26. Assess and evaluate V-Cat from the user's perspective to support continuous improvement of V-Cat. (User Experience)

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

NEW / PRIORITY ACTIVITIES RELATED TO REFERENCE, REFERRAL AND INTERLIBRARY LOAN (2022)

1. Provide for reference and interlibrary loan referrals for member libraries.
2. Encourage all member libraries to participate fully in interlibrary loan as lenders and borrowers.
3. Encourage all participating ILL libraries to follow interlibrary loan procedures and protocols established by the system, DPI's Library Services Team and/or OCLC.
4. Guide libraries as needed through WISCAT system upgrades and changes in statewide resource sharing processes.
5. Communicate statewide resource sharing changes and updates, provide training and support when needed, and act as a conduit for troubleshooting on behalf of all libraries (public/multitype) in the system area.

NEW / PRIORITY ACTIVITIES RELATED TO TECHNOLOGY / NETWORK (2022)
1. Assess LEAN WI and Libraries Win service stacks, evaluating and reporting on service take rates, prioritization for continuity, depth of staffing, etc., and work with administration of LEAN WI partners to inform long range technology strategy, operational technology planning, and annual system planning.
2. Explore and develop new service opportunities to benefit member libraries:
•Continue aggregation, realignment, and consolidation (ARC) project evolution.
o   Enhance processes for coordinating service-level and system-level planning requiring technology resources and support.
o   Coordinate with administration and service area teams across LEAN WI partners to broaden awareness of technology resources currently utilized and identify common long-term goals and technology resource needs.
o   Expand long term efforts to consolidate common technology resources with broader scope across service areas.
o   Develop and promulgate unified guidance with consistency across LEAN WI partners.
•Engage in a focused study of new patterns and needs of libraries within the LEAN WI footprint related to short- and long-term operational shifts in response to COVID-19. Include measures to directly support common changes in the use of technology by libraries and library users in a standardized and sustainable manner within the ongoing development of long-range technology service strategies.

NEW / PRIORITY ACTIVITIES RELATED TO TECHNOLOGY / NETWORK (2023)
1. Assess LEAN WI and Libraries Win service stacks, evaluating and reporting on service stack rates, prioritization for continuity, depth of staffing, etc., and work with administration of LEAN WI partners to inform long range technology strategy, operational technology planning, and annual system planning.

NEW / PRIORITY ACTIVITIES RELATED TO ILS ADMINISTRATION (2022)
1. Continue to work toward developing sufficient local funding of V-Cat to ensure the stability of its operation and to alleviate the risk in the event of changes to regional library systems in Wisconsin.
2. Continue database clean-up project to strive toward standardization of records and record fields. (relates to ILS Administration ongoing activity 13, 14, 15, 17, 18, and 20 above)
3. Continue to work towards unification of loan rule facets, and support consortium members throughout transition processes. (relates to ILS Administration ongoing activity 6, 7, 8, 15 above)
4. Continue to explore other ILSs/Next Gen ILSs and their viability for V-Cat. (relates to ILS Administration ongoing activity 12, 21, 22, 23, 24, 25, 26 above)
5. Explore patron empowerment technologies for V-Cat libraries to increase patron access to library information and resources. (relates to ILS Administration ongoing activity 12, 21, 22, 23, 24, 25, 26 above)
6. Continue to refine current processes used to generate reports from ILS data, including those required for the DLT Public Library Annual Report. Begin automating report generation and data visualizations. (relates to ILS Administration ongoing activity 8, 19, 20,22,24 and 25 above)
7. Participate in Innovative Users Group (IUG) and other professional organizations.
8. Re-evaluate and re-negotiate current ILS contract or negotiate a new service contract with another ILS/Next Gen ILS and begin migration process. (relates to ILS Administration ongoing activity 12, 21-26 above)

NEW / PRIORITY ACTIVITIES RELATED TO ILS ADMINISTRATION (2023)
1. Continue to work toward developing sufficient local funding of V-Cat to ensure the stability of its operation and to alleviate the risk in the event of changes to regional library systems in Wisconsin. (relates to ILS Administration point 2 above)
2. Continue database clean-up project to strive toward standardization of records and record fields. (relates to ILS Administration points 13, 14, 15, 17, 18, and 20 above)
3. Continue to refine current processes used to generate reports from ILS data, including those required for the DLT Public Library Annual Report. Begin automating report generation and data visualizations. (relates to ILS Administration points 8, 19, 20, 22, 24 and 25 above)
4. Continue to develop and promote ILS training using a variety of delivery methods, published in an academic year schedule to allow our librarians plenty of time to plan to attend. (relates to ILS Administration points 6, 14, 16, 17, 19, 21, 23 above)
5. If applicable, continue ILS migration process. (relates to ILS Administration points 12, 21-26 above)

ASSURANCES (cont'd)

Inservice Training

☒ Wis. Stat. § 43.24(2)(e) Inservice training for participating public library personnel and trustees.

The Division interprets inservice training to incorporate a range of in-person and virtual professional learning opportunities.

List ongoing activities related to this requirement.

1. Maintain continuing education events on the WVLS Continuing Education web page with current WVLS and state-wide offerings.
2. Plan all continuing education opportunities in accordance with the requirements set forth in the Certification Manual for Wisconsin Public Library Directors published by the Wisconsin Department of Public Instruction (DPI).
3. Sponsor or co-sponsor a minimum of thirty-six (36) contact hours of continuing education opportunities annually for member library staff and trustees, as well as for library system staff and trustees.
4. Ensure that at least twelve (12) of the thirty-six (36) annual contact hours of continuing education are provided in-person at a location within a reasonable driving distance. For safety, pivot to virtual online continuing education opportunities as the need arises.
5. Sponsor a minimum of nine (9) contact hours annually of continuing education opportunities relating to youth and young adult services.
6. Offer a minimum of six (6) contact hours of technology-related continuing education opportunities sponsored or co-sponsored by LEAN WI.
7. Based on a 2019 State Continuing Education Survey recommendation, continue to provide 3 pre-recorded/archived webinars throughout the year.
8. With input from member libraries, evaluate each CE opportunity and conduct an annual outcome-based evaluation of the system's continuing education program. Share evaluation with member libraries.
9. Survey member libraries to help WVLS assess continuing education and training needs. Evaluate and refine training opportunities, tools and resources offered to member library staffs.
10. Host bi-annual gathering of public library directors.
11. Schedule listening sessions for staffs from all types of libraries, and Youth Services Information Exchanges (YSIEs) for all children's and YA staff, virtually or in-person.
12. Continue peer-to-peer mentoring program for new public library staff,
13. Maintain Wessler Scholarship, Association of Rural and Small Libraries (ARSL) Conference Scholarship and WLA Membership/Professional Development Scholarship.
14. Offer a travel grant to attend WLA Library Legislative Day to a library staff member who has not previously attended.
15. Provide a robust and responsive menu of training opportunities, tools, and resources for member library staffs through production of Digital Bytes. Continue to caption all productions.
16. Maintain the WVLS Continuing Education web page with current WVLS and state-wide offerings.
17. Record, maintain, and promote recordings of WVLS-sponsored webinars and workshops and archive on WVLS website.

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

NEW / PRIORITY ACTIVITIES RELATED TO INSERVICE TRAINING (2022)
1. Coordinate the 10th annual Wild Wisconsin Winter Web Conference on January 26-27, 2022 for public libraries in Wisconsin.
2. Continue partnership with Northern Waters Library Service to provide continuing education and training opportunities to its member libraries.
3. Continue webinar partnership with Southwest Wisconsin Library System.
4. Develop and send WVLS information packets to new member public and county library board members and to new legislators in the WVLS service area.
5. Assign and distribute 2021-2022 state/LSTA professional development grant.
6. Assist libraries on mini LSTA grant opportunities to develop and implement marketing plans following statewide Fall 2021 Library Marketing Workshop.

NEW / PRIORITY ACTIVITES RELATED TO INSERVICE TRAINING (2023)
1. Continue partnership with Northern Waters Library Service to provide continuing education and training opportunities to its member libraries.
2. Continue webinar partnership with Southwest Wisconsin Library System, if requested.

Identify the names and email addresses of professional learning staff employed by the system for professional learning services:

Jamie Matczak, WVLS Education Consultant; jmatczak@wvls.org
Anne Hamland, WVLS Public Library Services Consultant; ahamland@wvls.org

| ASSURANCES (cont'd) | |

If the system contracts with another system or entity to plan and conduct professional learning services, list that system or entity and provide a link to, or copy of, the current agreement:

SWLS has an agreement with WVLS to provide webinars on behalf of their members. A copy of it is included with this report.

WVLS also has an informal collaboration with NWLS in which WVLS plans and provides webinars onbehalf of their member libraries and NWLS consults on inclusive services with WVLS members.

Delivery and Communication

☒ Wis. Stat. § 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

List ongoing activities related to this requirement. *For physical delivery reference resources, personnel, and vendors.*

2022 ONGOING ACTIVITIES RELATED TO ELECTRONIC DELIVERY OF INFORMATION
1. Produce/distribute annual statistical report and listing of system membership benefits.
2. Continue to use a communications and marketing plan to guide and coordinate communications methods to/from member library staff and trustees.
3. Publish monthly newsletter and encourage member libraries to contribute content.
4. Publish weekly/bi-weekly contributions to the WVLS blog Digital Lites.
5. Create and share ready-made promotional templates that promote library services and programs.
6. Enhance the WVLS website, and management/hosting strategy for internal and LEAN WI member library use.
7. Continue to evaluate and improve the WVLS web site to provide an effective means of communication within WVLS.
8. Keep web-based Directory of Libraries and Librarians updated.
9. Enhance professional development section on the WVLS website to include changes to mentorship and new director orientation processes.
10. Maintain list of web-based continuing education programs to help area public library directors maintain their state-required certification.
12. Create web bibliographies and tools on a variety of topics useful to WVLS member library staff and trustees on the WVLS web site.
13. Update resource packets for public library directors and WVLS trustees located on the WVLS website.
14. Share timely reminders and system, statewide and national library news via "Monday Mentions" email to the WVLS all-subscribers list.

2022 ONGOING ACTIVITIES RELATED TO PHYSICAL DELIVERY OF INFORMATION
1. Subsidize three courier stops per week to each member public library and V-Cat service site and "vendor-sort" process. WVLS contracts with Waltco, Inc. for in-system delivery.
2. Ensure local delivery service is available to member libraries at least five days per week.
3. Request monthly volume statistics from courier provider and share yearly data with the WVLS Board of Trustees and member libraries.
4. Review and update delivery schedules, policies and procedures as needed, and post on the WVLS website.
5. Communicate courier schedule changes, and reminders about packaging courier items with member libraries and courier vendor when needed.

Indicate new or priority activities relating to this requirement for the plan year (*if none, indicate so*):

NEW / PRIORITY ACTIVITIES RELATED TO ELECTRONIC DELIVERY OF INFORMATION (2022)

1. Maintain WVLS COVID-19 webpage of resources as needed.

2. Provide online "Staying Together" discussions on topics relevant to public libraries.

3. Modify Sierra Training website page to improve navigation and searchability.

ASSURANCES (cont'd)

NEW PRIORITY ACTIVITIES RELATED TO PHYSICAL DELIVERY OF INFORMATION (2022)

1. Maintain modified courier schedule on the WVLS website as needed.

Service Agreements

☒ Wis. Stat. § 43.24(2)(g) Service agreements with all adjacent library systems.

☒ The system will provide a copy of the agreements to the Division by January 15. The agreements with adjacent systems – including consulting agreements, consortium agreements, etc. – must include a list of all systems signing the agreement.

If the system is providing the service agreements through a publicly available webpage, provide the URL here:

If the system is providing the service agreements through a publicly available webpage, provide a brief description of the types and number of agreements here:

Other Types of Libraries

☒ Wis. Stat. § 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. The system will provide a copy of the agreement with a list of all signing libraries to the Division by January 15.

If the system is providing the agreements with other types of libraries through a publicly available webpage, provide the URL here:

If the system is providing the agreements with other types of libraries through a publicly available webpage, provide a brief description of the types and number of agreements here:

Library Technology and Resource Sharing Plan

☒ Wis. Stat. § 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.

☒ The system will provide the current plan for library technology and resource sharing to the Division by January 1, 2022, if the system amended the plan since last submitting it to the Division or if the plan on file with the Division is no longer valid. See the Library System Technology and Resource Sharing plan webpage for the most current version of the system library technology and resource sharing plan.

If the system is providing the current technology and resource sharing plan through a publicly available webpage, provide the URL here:

Is the plan current and comprehensive for the technology and resource sharing services the system provides?

☒ Yes, the library system technology and resource sharing plan is current and comprehensive for the technology and resource sharing services the system provides.

☐ No, the library system technology and resource sharing plan is not current or comprehensive for the technology and resource sharing services the system provides or will provide.

If no, describe what the system has added, changed, or eliminated from the plan in effect (and describe how the changes were reviewed with member libraries and approved by the system board):

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

Professional Consultation

☒ Wis. Stat. § 43.24(2)(h) Professional consultant services to participating public libraries.

Identify consultants, specific service areas, and related activities. If the consultant is employed by a member library, indicate the library and the consultant's title:

Anne Hamland, Public Library Services Consultant - Youth Services, Adult Services, Grant Development, Intellectual Freedom, Website Development, Collection Development, Space Needs/Layout and Design, Programming, Infographics, Fundraising and Digitization

Jamie Matczak, Education Consultant - Social Media, Marketing, Certification, Public Library Director/Staff Orientations, Grant Development, Strategic Planning, Customer Service, Public Speaking, and Continuing Education and Training for NWLS/WVLS/SWLS

Joshua Klingbeil, IT Director - Technology Planning and Budgeting, Building/Remodeling, E-Rate, TEACH Grants, Contracts for LEAN WI libraries in the IFLS Library System, WVLS and NWLS

Kris Adams Wendt, Public Library Consultant - Advocacy, Chapter 43, County Funding

Katie Zimmermann, ILS Administrator - ILS Software Functionality, Collection Development, Statistics, Circulation Policies

Marla Sepnafski, Director - Chapter 43, County and Municipal Funding of Libraries, Library Administration (Policy Development, Strategic Planning, Standards, Budgets, Hiring a Director, Trustee Recruitment, Grant Development, Director/Trustee Orientations, Personnel Matters)

Rachel Metzler, ILS and Database Support Specialist - Electronic Resources (WVLS Databases, BadgerLink), Cataloging, Digitization, ILS Processes

Sherry Machones, NWLS Director - Inclusive Services Consultant for WVLS and NWLS

Indicate new or priority activities relating to this requirement for the plan year (if no change from current year, indicate *None*):

NEW / PRIORITY ACTIVITES RELATED TO PROFESSIONAL CONSULTATION (2022)
1. Aggregate and maintain a listing of WVLS area adult services speakers, performers, and programs to encourage the exchange of ideas, resource sharing, and collaborative booking.
2. Attend/Host meetings of the Public Library System marketing cohort to discuss opportunities for collaboration and cooperation. With DPI support and LSTA funds, promote Marketing Plan Template developed by the System Marketing Cohort for Wisconsin's public libraries to use.
3. Facilitate opportunities for designated communications/marketing coordinators from other systems to share expertise, projects, resources and tools.
4. Evaluate and refine director orientation process using feedback from directors who completed it in 2021.

NEW / PRIORITY ACTIVITIES RELATED TO PROFESSIONAL CONSULTATION (2023)
1. Continue to implement and refine orientation process for new member library directors in conjunction with WVLS mentoring program, and with new trustees on library and county library boards.

Inclusive Services

☒ Wis. Stat. § 43.24(2)(k) Promotion and facilitation of library service to users with special needs.

The Division interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

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

NEW / PRIORITY ACTIVITES RELATED TO INCLUSIVE SERVICES (2022)
1. Maintain an IDEA (Inclusive, Diversity, Equity and Access) Team, with 4-5 members from both NWLS and WVLS to meet 3-4 times annually to address member libraries' Inclusive Services needs and to facilitate implementation of the Wisconsin Department of Public Instruction Inclusive Service initiatives.
2. Provide an Inclusive Services continuing education opportunity for member libraries.
3. With assistance from the WVLS/NFLS Continuing Education Consultant and IDEA Team, create at least three Digital Bytes training videos related to Inclusive Services.
4. Attend the annual Toward One Wisconsin Conference and share highlights with member libraries and WVLS Board of Trustees.

NEW / PRIORITY ACTIVITES RELATED TO INCLUSIVE SERVICES (2023)
1. Through a partnership with Northern Waters Library Service, provide member libraries with access to expertise and consulting to assist them in planning, developing, and evaluating inclusive services, guided by What Does it Mean to Be

Inclusive? A Statement from the Division of Libraries and Technology and the Wisconsin Department of Public Instruction's Inclusive Services Assessment and Guide, and the American Library Association's Accessible Communication Styles and Virtual Accessibility toolkits.

2. With assistance from the WVLS/NFLS Continuing Education Consultant and IDEA Team, create three additional Digital Bytes training videos related to Inclusive Services.

3. Share inclusive services information with member libraries via a monthly email.

4. As an initiative of a 2021-22 LSTA Inclusivity, Diversity, and Equity in Action grant project, collaborate with other systems (NWLS/WVLS, IFLS, SCLS, WRLS) to introduce and lead a series of statewide surveys, webinars and workshops.

5. Incorporate EDI (Equity, Diversity and Inclusion) topics in member library discussions held throughout the year.

Other Service Programs

Wis. Stat. § 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 program 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.)

2022 ONGOING ACTIVITIES RELATED TO COLLECTION DEVELOPMENT

1. Provide access to electronic resources to meet the needs and demands of area library users and to back up the collections of member libraries.

2. Provide the resource library a collection development grant to expand the breadth and scope of its fiction and nonfiction collections.

3. Provide area library directors with usage reports for WVLS electronic databases and OverDrive collections.

4. Encourage collaborative collection development by member libraries in selected subject areas.

5. Continue membership in the Wisconsin Public Library Consortium to provide access to the Wisconsin Digital Library, and associated initiatives.

6. Subscribe to professional journals and route to interested member libraries.

7. Monitor usefulness of content available through WPLC membership and share member library feedback with the WPLC Board.

8. Maintain a professional materials collection and make titles available for loan to any library in the state.

9. Maintain the shared WVLS/IFLS collection of makerspace resources.

10. Share reader's advisory information with area libraries.

11. Share collection development information and resources with area libraries.

12. Continue the shared WVLS/IFLS/NWLS Digitization Program (Project ION) that offers interested member libraries consultation, best practices, and support, and which provides member libraries opportunities to share their digitized collections with Recollection Wisconsin and the Digital Public Library of America.

13. Help member libraries with weeding and/or inventory projects.

NEW / PRIORITY ACTIVITIES RELATED TO COLLECTION DEVELOPMENT (2022)

1. Explore and pursue alternative funding to support the WVLS OverDrive Advantage account.

2. Continue to partner with IFLS and NWLS to support member library digitization projects through the shared LEAN WI Digitization Program (Project ION).

3. Accelerate support for digitization projects and provide adequate resources to sustain project and participation in Recollection Wisconsin while considering changes via the statewide backup project.

4. Continue subscription to Gale Courses.

5. Evaluate contracts and usage for WVLS subscription-based electronic resources provided for member libraries and their patrons.

6. Investigate new digital resources that may be beneficial to member libraries.

7. To inform collection development practices, provide libraries with usage reports for physical materials collections in the V-Cat database.

8. Investigate, implement and support opportunities to reduce wait times on high demand items of interest to users of WVLS

ASSURANCES (cont'd)

member libraries.

9. Administer 2021 LSTA WPLC Statewide and Regional Digital Collection Grant.

NEW / PRIORITY ACTIVITES RELATED TO COLLECTION DEVELOPMENT (2023)

1. Evaluate contracts and usage for WVLS subscription-based electronic resources provided for member libraries and their patrons.

2022 ONGOING ACTIVITIES RELATED TO YOUTH SERVICES

1. Provide member libraries with access to expertise and consulting to assist them in planning, developing, and evaluating youth and young adult services.

2. Partially subsidize a performer at member libraries' summer reading programs.

3. Meet virtually or in-person with youth services staff from member libraries to determine grants, focus of CE workshops, and directions for future projects.

4. Assist member libraries in marketing youth and young adult activities.

5. Maintain a system-wide movie licensing agreement to enable public performance movie programming for interested libraries. Conduct annual review to assess cost effectiveness and invite additional participation.

6. Host annual "dine-around gathering". This unique opportunity brings together public library youth services staff and school media specialists to discuss priorities for the WVLS youth services program.

7. Partner with the DPI/DLT Public Library Youth and Special Services Consultant and other system youth services consultants to implement and promote early literacy and other statewide initiatives.

8. Facilitate collaborations on youth and young adult services.

9. Assist member libraries in the development of coding and STEM/STEAM/STREAM programs for children and teens.

10. Maintain the WVLS Youth Services Information Exchange (YSIE) Facebook page to encourage the exchange of ideas and resource sharing.

NEW / PRIORITY ACTIVITES RELATED TO YOUTH SERVICES (2022)

1. Include Youth Services Librarians in WLA Membership/Professional Development Scholarship.

2. Attend the national ALSC (Association for Library Services to Children) Institute and share what is learned with youth services colleagues. Offer a scholarship for a youth services colleague to attend this event as well.

3. Feature member library youth services spaces during virtual or in-person YSIE gatherings.

Administration

☒ The system will not expend more than 20 percent of state aid received in the plan year for administration.

☒ The system will submit the 2021 system audit to the Division no later than September 30, 2022.

Budget

☒ The system completed and included the budget by service program category and fund source for the plan year (see guidelines).

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 2022 resource library contract.*

1. CONTINUING EDUCATION

WVLS will partner with all 15 public library systems in 2022. The January 2022 Wild Wisconsin Web Conference will provide high-quality webinars to all public libraries in Wisconsin as well as interested library staff across the nation. This collaboration, minimally, will save each system $5,000 in speaker fees. WVLS also plans to partner with all 15 public library systems for the August 2022 Wisconsin Trustee Training Week. This event willl save the system approximately $1,000 in speaker fees. The appproximate cost is $96,000 ($80,000 + $16,000).

Also, the staff time for these collaborations - to plan, market and host - is approximately 80 hours for the WWWWC and 20 hours for TTW. At $30/hour, the benefit to all 16 systems is $45,000 in staff time.

All WVLS workshops/webinars/trainings are offered free of charge. Assuming a registration fee of $25/event, and that one staff member from each WVLS public library will attend, the cost/library savings is $625, with a total of approximately $15,625.

2. ILS/V-CAT ADMINISTRATION

The WVLS ILS consortium, V-Cat, has 25 public libraries across 35 locations. Were each member to run/manage its own stand-along online catalog, a minimum of 15 FTEs at $30/hr would be necessary to maintain some level of equivalent local ILS services to member communities ($936,000) in areas of ILS database support, cataloging services and network support. Approximate vendor maintenance service minimums based on our current system maintenance levels for the ILS, Discovery Layer, E-Commerce - are estimated at $500,000 in aggregate. Other operational overhead for peripheral services, staff training, etc are estimated to total at least $100,000. Ignoring the cyclical product procurement/upgrade costs and the utility of preplacement/contingency reserve funds, the total estimated minimum value of ILS management and maintenance services operational is approximately $1,536,000. Considering the 2022 V-Cat maintenance share paid for by consortium members, this leaves the cost benefit of the ILS Administration at an estimated minimum of approximately $1,315,000 annually.

3. DIGITAL CONTENT

The Wisconsin Public Library Consortium's most significant collaborative project is the pooling of system and public library funds to support the Wisconsin Digital Library.

In 2022, statewide contributions to the collection to support e-audio/book/magazine formats will be approximately $1,546,319. Subtracting the WVLS member library share is $61,485, from this amount, the value of the collaboration is $1,484,834.

4. DATABASES and PROFESSIONAL MATERIALS

Were each member library to purchase the databases, journals and professional resources WVLS annually makes available to all member library staff and trustees, the approximate average cost to each library would be $13,000 (which includes the continued subscription to Gale Courses in 2022), or $325,000 total. Also, if each public library were to have their own database and journal subscriptions, approximately one hour/week (at $50/hour) would be spent on development of training materials, educating staff and patrons, evaluating products vendor negotiations and product development. $50 x 52 (weeks) x 25 (libraries) = $65,000.

5. COURIER

If each library were responsible for purchasing its own courier tubs, bags and routing envelopes, their cost would be approximately $2,000/year averaged across the smallest library to the largest library. $2,000 x 25 = $50,000 in savings.

WVLS oversight of courier services (statistics, vendor communications and negotiations, financial reporting) provides 1 hour in staff time (at $30/hour) for each library, each week. The benefit is approximately $39,000.

Also, since WVLS, IFLS Library System and NCFLS/OWLS have contracts with Waltco, our libraries benefit from direct and timely hub-hub-delivery rather than sending all interlibrary loan items down to Madison through the state delivery service.

6. LEAN WI TECHNOLOGY SERVICE PARTNERSHIP:

Summary Element:

Indianhead Federated Library System (IFLS), Northern Waters Library Service (NWLS), and Wisconsin Valley Library Service (WVLS) collaborate directly in the Libraries an Enterprise Applications Nexus of Wisconsin (LEAN WI) partnership. This

partnership represents 107 public libraries with 118 locations across 25 counties. Much of the collaboration between the partnering systems and our public library members continues to occur in the traditional sense, between Library Systems and Public Library members. Intra-partnership collaboration, exchange of services, deduplication of efforts, and ongoing efforts to strengthen the production status of our shared infrastructure is expected to continue during 2022.

LEAN WI partners will continue jointly collaborating on our collection of Makerspace equipment and other creative technologies with our collective membership, reassessing existing capital and recalibrating the service along with the growth in partnership. This element of service was paused during March 2020 as part of our safety response measures mitigating the spread of COVID-19. Limited special case bookings were made available as intra-system library materials sharing gradually started back up. As of September 2021, the service was still operating in limited capacity. COVID-19 response measures have continued beyond hopeful predictions made in 2020 and early 2021 and though this service has been impacted by that, it is expected to remain in high demand and be one of the most involved services directly facing our public library members into the foreseeable future.

COVID-19 mitigation measures in 2020 and 2021 initially saw planned and in-processes projects put on hold or delayed. Federal funding support coupled with a strong funding management response by the WI Dept. of Public Instruction had the effect of rearranging project priorities, injecting entirely new projects, and enabling several projects to be reengaged. The Backup and Collaboration project was affected though Site Partners (LEANWI and SCLS) finalized an MOU and our engineers have made progress staging the capital and toward bridging independent Wide Area Network (WAN) infrastructures. There is still no clear and meaningful set of metrics to help inform a cost benefit projection. The raw cost benefit to the LEAN WI partnership for the specific backup and archive needs met will be estimated in the same manner as for 2020 and 2021. A base of $1,000,000 (approximate initial capitalization cost for both sites) divided by the initial five-year lifecycle is used. Estimated (prepaid) equipment operating overhead is $18,000 for the LEAN WI host site.

The human resources overhead for LEAN WI services grew during 2021 with one of two empty technology support roles being filled as of September 2021. Operational overhead for 2022 is anticipated to shrink relative to 2021 in part due to the inclusion of anticipated LSTA grant awards in the 2021 LEAN WI Appropriations Plan. LEAN WI partners anticipated likewise including LSTA grant awards in the 2022 Appropriation Plan, but DPI was not yet ready to promulgate the FY2022 LSTA program information before the 2022 budget planning season closed. LEAN WI reconsider how it plans for joint and individual uses of LSTA funding during the remainder of 2021 and through 2022. It is anticipated that our current human resources status will continue into 2022. An increase in funding to State Aid for Wisconsin Public Library Systems during the 2021-2023 biennium may help relieve some of the uncertainty pressures in long term HR support, though any direct impact on technology services HR across the LEAN WI partners has not yet been discussed so we remain under "status quo" for the purposes of planning into 2022. The combined human resources and operational overhead for LEAN WI services is estimated to be approximately $787,000 (about $7,000 higher overall than was planned for 2021).

The significant disruptions in 2020 operations and realized carryover of the impacts of those through 2021 and into (likely through) 2022 continue to make any reformulation or recalculation of cost benefit estimates impractical. Along with some adjustments for HR updates and the removal of LSTA support from the 2022 Appropriations Plan, LEAN WI will carry forward the bulk of previous services estimates for 2022 as was done for 2021 and work to assess realized costs and calculated cost benefits as accurately as possible for annual reporting on the 2021 and 2022 years respectively. As such, the combined estimated replacement value of this service platform for public library collaborators is estimated to be $45.75 million. The offset cost benefit value of the LEAN WI partnership is estimated at approximately $44.96 million. The LEAN WI partnership is one of equitability and thus, represents average estimated cost benefit of approximately $14.99 million per partner system in 2020.

Cost Benefit Element(s)
Activity: Technology Services (LEAN WI Partners and Library Members)
Amount: $34,840,000.
Average: $11,613,000. (per partner)

Activity: Website Services (LEAN WI Partners and Library Members)
Amount: $1,309,000.
Average: $436,300. (per partner)

Activity: Makerspace Kits Shared Lending Pool (LEAN WI Partners and Library Members)
Amount: $2,170,000.
Average: $723,300. (per partner)

Activity: Backup and Archive (LEAN WI Partners and Library Members)
Amount: $6,643,000.
Average: $2,214,300. (per partner)

Please note, here is a summary table reflecting broad cost benefit categories and replacement context. This is for library system staff (technology managers and directors) to be able to better visualize the broad categories and values as well as their gross and net replacement values.

	Human Resources	Application Services	Totals
LEAN WI Est. Operational Overhead	$ 580,000	$ 207,000	$ 787,000
Tech Services - Libraries	$ 31,030,000	$ 3,810,000	$ 34,840,000
Website Program - Libraries	$ 1,284,000	$ 25,000	$ 1,309,000
Makerspace Program - Libraries	$ 1,770,000	$ 400,000	$ 2,170,000
Backup and Archive - Libraries	$ 2,755,000	$ 3,888,000	$ 6,643,000
Est. Replacement Value - Total	$ 37,410,000	$ 8,330,000	$ 45,749,000
LEAN WI Offset Cost Benefit Value	$ 36,839,000	$ 8,123,000	$ 44,962,000

7. ADVANCED NETWORKING

Summary Element:

WVLS is a member of the Wausau Community Area Network (WCAN) and IFLS is a member of the Chippewa Valley Inter-Networking Consortium (CINC) allowing each system to dedicate a 1,000 Mbps circuit to the LEAN WI shared data center. Equivalent circuits are estimated to have a base cost of approximately $1500 per month each. Assuming E-Rate discounts, the estimated annual cost for leasing and maintaining such a circuit and supporting equipment independently would be approximately $15,000. The average cost of membership and maintenance for the WCAN and CINC is approximately $3,500 annually, resulting in a direct estimated cost benefit to each system for participation in regional collaborative networks of approximately $11,500 in 2021. During 2020, NWLS entered into a relatively low-cost arrangement with a regional carrier and garnered access to a dedicated internet and transport service which will enable the reconfiguration of our current routing schema for joint WAN interconnectivity and a repurposing of the NWLS head-end circuit. This is noted for the 2022 planning year in narrative with the first cost benefit assessment to be determined after the 2021 service year is complete.

The BadgerNet Network is a service contracted under the Wisconsin Dept. of Administration (DOA) with significant operations and funding program management efforts performed by the DOA's Technology for Educational Achievement (TEACH) program on behalf of schools and libraries. Additionally, the Wisconsin Dept. of Public Instruction's Division for Libraries and Technology put in significant effort, coordinating with DOA, TEACH, and Library Systems to ensure this massive statewide collaborative effort runs as smoothly and efficiently as possible. This is an annually recurring element of collaboration effecting a direct individual cost benefit to library systems and libraries and enables further collaborative value between library systems and member libraries. In 2022, LEAN WI partners will be operating at least one 5Gbps BadgerNet circuit. It is estimated that an equivalent replacement service (assuming E-Rate discounts and ideal circumstances for all aspects of service) would have caused a minimum net cost increase of approximately $45,000 for the head-end circuits and approximately $3,000 per BadgerNet member site on average. This results in an estimated direct net cost benefit of approximately $375,000 for LEAN WI partners and member libraries.

Each LEAN WI partner is a member and partner of the private, non-profit research and educational network services provider, WiscNet. Each system contributes a $1,500 membership fee annually to participate in a variety of valuable peer information sharing opportunities and to leverage various technology services. As a member, each partner is eligible for network services, which includes Internet transiting services with no upper limits to throughput. The cost of WiscNet network services is approximately $10,000 per year per partner. Comparatively, 10 Gigabit transit services listed under State of Wisconsin contract 505004-O14-BCNMGSRVCS-01 are not expressly priced, but scale to approximately $8,000-$10,000 per month or $96,000 to $120,000 per year. WiscNet network services include several benefits (such as assigning large blocks of public IP addresses and providing service at multiple connection points) not available from other vendors, or available or additional cost. These secondary benefits have an approximate value of $20,000 per year across LEAN WI partners. WiscNet does not charge any additional fees for library members behind the LEAN WI converged Wide Area Network (WAN) resulting in a minimum collaborative cost benefit value of $1500 per library. Partners also share access to a highly discounted data center facility leased through WiscNet with rack space and power costs estimated to be approximately $16,500 in 2022 or roughly $5,500 per LEAN WI partner. Equivalent self-managed or outsourced facilities vary widely in cost from approximately $12,000 to $40,000+ per LEAN WI partner.

Cost Benefit Element(s)

Activity: Community Area Networks (LEAN WI Partners {IFLS, WVLS}, CCITC, CVTC, NTC, several K12 districts and many other members)

Amount: $23,000.

Average: $11,500. (per partner – IFLS, WVLS)

Activity: BadgerNet Network (DOA-DET/TEACH, DPI, LEAN WI Partners, Library Members)

Amount: $375,000.

Average: $125,000. (per partner)

Activity: WiscNet Partnership (LEAN WI Partners, Library Members, WiscNet)

Amount: $340,000.

Average: $113,300. (per partner)

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

Activity	Amount
1. Continuing Education (collaboration with 15 systems; NWLS/SWLS/WVLS webinars)	$156,625
2. ILS/V-Cat Administration	$1,315,000
3. Digital Content	$1,485,000
4. WVLS Databases / Professional Materials	$390,000
5. Courier	$89,000
6. LEAN WI Technology Services Partnership (WVLS/NWLS/ IFLS Library System)	$14,977,333
7. Advanced Networking	$249,800
8.	

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

Activity	Amount
9.	
10.	
Cost Benefit Total	$18,662,758

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 **2022**.

Name of System Director	Signature of System Director	Date Signed *Mo./Day/Yr.*
Marla Sepnafski	Marla Sepnafski	9/18/2021
Name of System Board President	Signature of System Board President	Date Signed *Mo./Day/Yr.*
Tom Bobrofsky	Tom Bobrofsky	9/18/2021

FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is:	DLT Assistant Superintendent Signature	Date Signed *Mo./Day/Yr.*
☒ Approved ☐ Provisionally Approved *See Comments.* ☐ Not Approved *See Comments.*	Tessa Michaelson Schmidt	11/12/2021

Comments

PUBLIC LIBRARY SYSTEM 2022
ANNUAL PROGRAM BUDGET

Program	2022 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. Reference and ILL	$18,202	$118	$0	$2,767	
2. ILS Admin/V-Cat Project	$197,289	$1,293	$0	$615,202	
3. Electronic Delivery	$19,941	$133	$0	$2,328	
4. Technology	$148,600	$928	$0	$791,216	
5. Electronic Resources	$55,817	$70	$0	$69,340	
Program Total	$439,849	$2,542	$0	$1,480,853	$1,923,244
Professional Learning and Consulting Service*					
1. Professional Learning	$67,244	$343	$0	$27,901	
2. Cosulting Service	$170,979	$1,099	$0	$22,249	
Program Total	$238,223	$1,442	$0	$50,150	$289,815
Delivery Services	$184,939	$80	$0	$17,695	$202,714
Inclusive Services	$6,255	$40	$0	$952	$7,247
Library Collection Development	$23,569	$70	$0	$4,335	$27,974
Direct Payment to Members for Nonresident Access	$0	$0	$0	$0	$0
Direct Nonresident Access Payments Across System Borders	$0	$0	$0	$0	$0
Youth Services	$33,579	$161	$0	$9,456	$43,196
Public Information	$21,691	$133	$0	$3,078	$24,902
Administration	$102,453	$532	$0	$24,789	$127,774
Subtotal	$372,486	$1,016	$0	$60,305	$433,807
Other System Programs					
1.					$0
2.					$0
Program Total	$0	$0	$0	$0	$0
Grand Totals	$1,050,558	$5,000	$0	$1,591,308	$2,646,866

*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 5 is reserved for the amounts budgeted for electronic resources (see program budget guidelines).

member libraries.

9. Administer 2021 LSTA WPLC Statewide and Regional Digital Collection Grant.

NEW / PRIORITY ACTIVITES RELATED TO COLLECTION DEVELOPMENT (2023)

1. Evaluate contracts and usage for WVLS subscription-based electronic resources provided for member libraries and their patrons.

2022 ONGOING ACTIVITIES RELATED TO YOUTH SERVICES

1. Provide member libraries with access to expertise and consulting to assist them in planning, developing, and evaluating youth and young adult services.

2. Partially subsidize a performer at member libraries' summer reading programs.

3. Meet virtually or in-person with youth services staff from member libraries to determine grants, focus of CE workshops, and directions for future projects.

4. Assist member libraries in marketing youth and young adult activities.

5. Maintain a system-wide movie licensing agreement to enable public performance movie programming for interested libraries. Conduct annual review to assess cost effectiveness and invite additional participation.

6. Host annual "dine-around gathering". This unique opportunity brings together public library youth services staff and school media specialists to discuss priorities for the WVLS youth services program.

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8. Facilitate collaborations on youth and young adult services.

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3. Feature member library youth services spaces during virtual or in-person YSIE gatherings.

Administration

☒ The system will not expend more than 20 percent of state aid received in the plan year for administration.

☒ The system will submit the 2021 system audit to the Division no later than September 30, 2022.

Budget

☒ The system completed and included the budget by service program category and fund source for the plan year (see guidelines).