Wisconsin Department of Public Instruction
**PUBLIC LIBRARY SYSTEM PLAN AND
CERTIFICATION OF INTENT TO COMPLY
CALENDAR YEAR 2016**
PI-2446 (Rev. 07-15)

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

	GENERAL INFORMATION	

Library System

Wisconsin Valley Library Service

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

The Wisconsin Valley Library Service includes the counties of Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor. Our 7-county, 7,360 square mile area includes 25 public libraries and 11 service sites/branches and has a population of 283,336 (2014 Population Estimates).

WVLS is challenged to provide consistent levels of service and support to our member libraries due to their diverse service needs and priorities and dissimilar local level financial support. The Marathon County Public Library (MCPL), which is the resource library for the system, has a service population of 130,690 while the next three largest libraries have service populations less than 22,000! Additionally, WVLS serves one library that serves an extend county population of 738, 14 libraries that serve an extended county population less than 5,000; and 6 that serve and extended service population between 5,000 and 22,000.The range in 2014 total operating income among member libraries also is pretty remarkable with MCPL receiving $3.9 million and Wabeno Public Library receiving $33 thousand. Likewise, the range in FTEs is disparate with MCPL at 44 FTEs and the Dorchester, Granton and Westboro libraries staffed at less than l FTE. (2014 Wisconsin Public Library Service Data)

Demographic indicators reveal that our service area, while mostly Caucasion, includes small Southeast Asian and hispanic populations. Additionally our 7-county area is has a higher percentage of elderly populations and a lower number of college graduates than the state average. Also several libraries experience highly variable service challenges due to the influx of vacationers during the summer months.

There are two primary economic factors that drive the direction of system services and significantly influence service priorities - the continued stagnation in state aid to the systems and the flat funding for public libraries. Member public libraries saw a scant increase in municipal funding (0.62%) from 2013 to 2014, and only a 2.83% increase in county funding from 2013 to 2014. Likewise, public library systems experienced a 10% reduction in state aid in 2012 followed by 0% increases in 2013, 2014, 2015 and 2016. The WVLS staff and board have reinforced efforts to explore other ways to provide service, think creatively and to deploy service models that are sustainable, and to work more collaboratively and cooperatively with other agencies and neighboring systems, and to apply LEAN principles to routine in-house functions.

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

As WVLS does not know what future state aid will be, the staff and board exercise caution when planning new/enchanced services. Due to the flat trend in funding, reallocating resources to advance a program, or improve a service, ultimately means taking away from existing services.

Due to the high cost of hiring/training/maintaining new staff, WVLS is securing temporary help and volunteers to assist with projects, and outsourcsing tasks when feasible. WVLS has gone from 10.5 FTEs to 7.4 in less than 5 years. In 2016, WVLS will continue these approaches and also increase our efforts to work 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 their revenue remains flat. While the total number of FTEs remains fairly consistent, WVLS is aware that some member libraries have replaced fulltime staff with part-time staff to reduce the cost for benefits. To alleviate the workload at local library levels, WVLS is exploring system- or vendor-sort options for courier items. This opportunity should significantly reduce the number of hours per year local library courier staff devote to packaging and preparing items for the courier.

Additionally, funds to purchase library materials is seeing a steady decline. The 2011 public library annual reports indicated that $1,142,157 was spent on library materials, while the 2014 indicated that only $1,050,647 was spent. The increased demand by patrons for additional content in digital format stresses collection development practices in large and small libraries. To help, WVLS plans to allocate collection development funds - above and beyond what is already provided to WPLC for OverDrive - to

GENERAL INFORMATION (cont'd.)

acquire additional digital content. Also, WVLS is providing member libraries opportunities to share their digitzed collections with Recollection Wisconsin and the Digital Public Library of America.

Internet access and wireless services continue to be integral library services, however ubiquitous usage of technologies (mobile devices, apps, cloud services, social media) have generated a significant amount of stress at the local library level. This is particlularly evident at small and rural libraries. This trend reinforces service priorities at the system level - to proactively provide training prior to implementation of new technologies, and consistent, reliable ongoing technology support when needed.   Local library technology challenges also remind WVLS to document procedures and standardize processes, and to offer "cheat sheets" or templates for "best practices" where applicable. In 2016, WVLS will follow through on the deployment of a digitization tool kit developed by the Wisconsin I-LEAD team in 2015.

Because many libraries do not have sufficient funds in their continuing education budgets, WVLS will offer public library directors scholarships to attend their first WLA-sponsored Library Legislative Day in February 2016, and to attended the 2016 Association of Rural and Small Libraries Conference in Fargo, North Dakota.

2016 will be the 18th year for V-Cat, WVLS' shared automation system. The V-Cat consortium , which consists of 24 out of 25 member public libraries, assumes approximately 75% of the annual cost of this project. There contribution would have been less had it not been for the fact that WVLS did not replace a part-time V-Cat position in 2015. Like our neighboring systems - Indianhead, Northern Waters, Nicolet, and OWLS - WVLS contracts with Innovative Interfaces, Inc. as our ILS vendor. WVLS migrated to Innovative from SirsiDynix in 2012 and much time since then has been spent on implementation and development of this new software. In 2016, WVLS will focus its efforts on projects initiated in 2015 - e-commerce and a discovery tool - to enhance the patron experience.

The 2016 Plan provides for new service opportunities that will enhance local library service, and also promotes member library staff development and training. Unfortunately, the 2016 Plan does not provide for the acquisition of digital content and databases at a level that satisfies some of our larger libraries, nor for sufficient hands-on/in-person training at a level desired by our smaller libraries.

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.)

This plan was developed with input from colleagues representing member libraries - primarily through their representation on the WVLS Library Advisory Committee, V-Cat Steering Committee and the V-Cat Council, but also through surveys and informal conversations - and from the WVLS Board of Trustees and staff based on the recommendations and requirements from DLT.

The 2016 Plan incorporates many of the Standards for Systems that were approved by SRLAAW in August 2014. It also acknowledges a recommendation expressed in the DLT-sponsored LEAN Study of Wisconsin Public Library Systems in that WVLS is aggressively exploring and, in some instances, implementing partnerships with other systems to provide service.

The 2016 WVLS Technology Plan, 2015-2016 V-Cat Strategic Plan and 2016 MCPL/WVLS Resource Agreement are included with this document.

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 **2016**. 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 that it will be 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.

ASSURANCES (cont'd.)

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.

2016 OBJECTIVES - Reference and Referral

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, RL&LL and/or OCLC.
4. Ensure that patron-initiated interlibrary loan requests are mediated.
5. Provide training on creating and managing interlibrary loan requests.
6. Provide an annual workshop on interlibrary loan to clarify and review best/current practices, protocols   and procedures.
7. Participate in all DPI-sponsored meetings for systems and share what is learned with area ILL   colleagues.
8. Promote educational opportunities related to interlibrary loan and encourage participation.
9. Promote webinars which provide training on resources available through BadgerLink and encourage participation.
10. Ensure that interlibrary loan participants have access to accurate ILL statistics.
11. Encourage all member libraries to subscribe to appropriate interlibrary loan communication   channels.
12. 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.
13. Continue to monitor statewide OCLC/WISCAT activity in area of ILL and WVLS' role.
14. Create web bibliographies and tools on a variety of topics useful to WVLS library staff and trustees on the WVLS web site.
15. Review and evaluate subscription-based electronic resources provided for member libraries and patrons.
16. Provide authentication services for WVLS databases offered to the public by fully utilizing vendor authentication processes   where possible.
17. Share links to promotional materials and tutorials for electronic resources.
18. Investigate digital resources and provide recommendations to member libraries.
19. Ensure that area libraries receive promotional materials about resources/information available about interlibrary loan best   practices, standards, etc.

2016 OBJECTIVES - Technology

1. Continue to provide member libraries with access to technology expertise and technology consulting.
2. Be alert to and apply for grant funds that would help WVLS and/or member libraries to purchase/install/implement new   technologies.
3. Monitor development in the TEACH Wisconsin program, FCC telecommunication discounts, BadgerNet, etc, as they apply to   WVLS area libraries. Encourage libraries to take advantage of these programs/discounts when it is appropriate to do so.
4. Support county and local broadband development initiatives and efforts to increase broadband capacity in libraries.
5. Continue to monitor bandwidth usage by member libraries.
6. Assist member libraries in acquiring supplemental bandwidth when needed.
7. Continue to provide a secure Wide Area Network (WAN), with adequate bandwidth, for data communication between   member libraries, the system headquarters, and appropriate application servers. Continue to work with member libraries to   determine the most appropriate methods of data communication.
8. Create and implement a website development, management, and hosting strategy for internal and member library use.
9. Facilitate group purchases of computers, network devices, and other technology-related devices for member libraries in order   to promote ownership of state of the art equipment and cost savings.

ASSURANCES (cont'd.)

10. Continue to promote effective cost-sharing by facilitating the hosting and licensing of shared applications and databases used by member libraries.
11. Sponsor or co-sponsor a minimum of six (6) contact hours of technology-related continuing education per year.
12. Continue to develop and enhance technical support services for computers and computer-related hardware, software and networks.
13. Continue to support and develop the Enterprise Services model to provide high quality, cost effective technology services to member libraries.
14. Explore and experiment with new directions in technology of probable value to the ongoing and future operations and missions of WVLS and its member libraries.
15. Continue to support a remote conferencing strategy including web, telephone and video. Maintain a class of equipment that will support a meaningful remote conferencing experience.
16. Continue to expand the development of technology service partnerships.

2016 OBJECTIVES - ILS Administration

17. Continue to work with the V-Cat Council and its committees to develop and implement new Sierra features.
18. Continue to administer the V-Cat program. This includes developing and monitoring V-Cat budget; offering training opportunities and resources; managing the database; offering library profile customization services for V-Cat members; and hosting V-Cat Council meetings.
19. Continue to investigate and implement enhancements to the automated system that benefit area library staff and patrons.
20. Continue to investigate the organizational structure and funding mechanisms of other ILS consortia in the state for practices and optimized governance.
21. Work with V-Cat committees to normalize V-Cat policies, procedures and practices among member libraries.
22. Remain alert to the impact of V-Cat as it relates to members' collection development policies and practices.
23. Provide qualified, trained staff devoted to the management and support of the shared ILS.
24. Encourage libraries to consider new ILS-related technologies, and assist with implementation and training as needed. Investigate group pricing options.
25. Continue to monitor unmediated interloan between V-Cat participants.
26. Provide an effective and efficient way for member libraries' holdings to be added to the database.
27. 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.
28. Ensure access to reports to assist member libraries in managing ILS data.
29. Ensure that bibliographic records, item records, and item status for materials in the V-Cat database are searchable through standard protocols.
30. Ensure access to reports to assist member libraries in managing patron, bibliographic, and holdings data.
31. Provide ILS consortium members with statistical data as required for the DLT Public Library Annual Report, using the standard definitions supplied by DLT.
32. Ensure that member library staff are properly oriented and trained on ILS procedures and protocols.
33. Ensure access to statistical reports and assist member libraries in interpreting the data.
34. Work to expand V-Cat membership and encourage cooperative development through V-Cat.
35. Continue to convene the V-Cat Steering Committee to assist staff in developing the annual V-Cat budget and, when needed, with other ILS-related matters.
36. Investigate application of data analytics to the ILS.

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

Reference and Referral: #18. Investigate digital resources and provide recommendations to member libraries.

ASSURANCES (cont'd.)

Technology: #4. Support county and local broadband development initiatives and efforts to increase broadband capacity in libraries.

Technology: #16. Continue to expand the development of technology service partnerships.

ILS Administration: #17. Continue to work with the V-Cat Council and its committees to develop and implement new Sierra features.

ILS Administration: #18. Continue to administer the V-Cat program. This includes developing and monitoring V-Cat budget; offering training opportunities and resources; managing the database; offering library profile customization services for V-Cat members; and hosting V-Cat Council meetings.

ILS Administration: #19. Continue to investigate and implement enhancements to the automated system that benefit area library staff and patrons (in 2016 a discovery tool will be acquired and an e-commerce module will be implemented)

Inservice Training

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

List ongoing activities related to this requirement.

2016 OBJECTIVES - Inservice Training

1. 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, Division for Libraries and Technology.
2. 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.
3. 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.
4. Maintain calendar of continuing education events.
5. Maintain Wessler Scholarship fund.
6. 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.
7. Maintain list of web-based continuing education programs to help area public library directors maintain their state-required certification. Place links on the WVLS web site.
8. Continue to host annual gathering of public library directors.
9. Open all continuing education opportunities to staff from all types of libraries in the system area.
10. Monitor public library directors' progress toward certification and recertification. Provide updates to each director as needed.
11. Encourage orientation and ongoing training for area library board members.
12. Assist member libraries in the process of filing annual reports by training libraries, providing forms support, and reviewing completed reports.
13. Meet with new and current directors in the system to orient them to system services and to provide an overview of library services in Wisconsin.
14.   Appropriate library system staff shall meet with newly hired key library staff to provide an orientation on system services related to their positions.
15. Continue peer-to-peer mentoring program for new public library directors and develop a mentoring program for trustees.
16. Continue to offer a scholarship to a director of a small library, or manager of a branch library, to attend the Association of Rural and Small Libraries (ARSL) annual conference.
17. Load resource packets for new public library directors and WVLS trustees onto the WVLS website.

	ASSURANCES (cont'd.)	

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

#2. 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.

#18. Continue peer-to-peer mentoring program for new public library directors and develop a mentoring program for trustees.

#19. Continue to offer a scholarship to a director of a small library, or manager of a branch library, to attend the Association of Rural and Small Libraries (ARSL) annual conference.

#20. Load resource packets for new public library directors and WVLS trustees onto the WVLS website.

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.

2016 OBJECTIVES - Delivery and Communication

1. Subsidize three courier stops per week to each member public library and V-Cat service site. Continue to fund two delivery stops per week at each non-V-Cat member unless they only want one stop.
2. Ensure that local delivery service is available to member libraries at least five days per week.
3. Develop best practices for labeling and packing materials for the courier and train member library staff as necessary.
4. Continue implementation/refinement of the WVLS-/vendor-sort option approved by the WVLS Board of Trustees in 2015.
5. Perform two delivery volume studies per year. These studies will count either tote or item volume dropped off and picked up at each member library during the course of one full week.
6. Review and update delivery schedules, policies and procedures as needed, and post on the WVLS website.
7. Schedule and publish weekly contributions to the WVLS blog Digital Lites and promote member subscriptions to receive email notices of new posts.
8. Produce/distribute annual statistical report.
9. Produce/distribute annual county benefit reports.
10. Continue to evaluate and improve the WVLS web site to provide an effective means of communication   within WVLS.
11. Keep web-based Directory of Libraries and Librarians updated.
12. Share ready-made promotional templates and assistance in utilizing technology to promote library activities.
13. Employ efficient, cost-effective communications within the WVLS office and to/from area libraries. Expand the use of social media and encourage member libraries to contribute.
14. Promote and hold four listening sessions throughout the system area and encourage library staff from all types of libraries to attend.

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

#1. Subsidize three courier stops per week to each member public library and V-Cat service site. Continue to fund two delivery stops per week to each non-V-Cat member unless they only want one stop.

#4. Continue implementation / refinement of the WVLS-/vendor-sort option approved by the WVLS Board of Trustees in 2015.

#7. Schedule and publish weekly contributions to the WVLS blog "Digital Lites" and promote member subscriptions to receive email notices of new posts.

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.

ASSURANCES (cont'd.)

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.

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.

☒ By January 1, 2016, the system's current plan for library technology and resource sharing will be submitted to the Division.

Professional Consultation

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

List ongoing activities related to this requirement.

2016 OBJECTIVES - Professional Consultation

1. Attend relevant meetings and share what is learned.
2. Provide consultant services to WVLS libraries of all types in the areas of: public library administration and governance, advocacy, intellectual freedom and challenges, adult services, youth services, building/remodeling, automation, staff development, planning/evaluation/standards, collection development, legal issues, and special needs.
3. Provide grant-writing guidance and support.

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

#2. Provide consultant services to WVLS libraries of all types in the areas of: public library administration and governance, advocacy, intellectual freedom and challenges, adult services, youth services, building/remodeling, automation, staff development, planning/evaluation/standards, collection development, legal issues, and special needs.

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.

2016 OBJECTIVES - Special Needs

1. Provide member libraries with access to expertise and consulting to assist them in planning, developing, and evaluating services for special populations.
2. Maintain collection of professional materials on special needs topics, include articles in WVLS newsletter/blog, and offer CE opportunities to raise awareness of special needs issues.
3. Facilitate member libraries' use of the Department of Public Instruction's website, Serving Special Populations (http://pld.dpi.wi.gov/pld_ssp), an online resource which follows up Youth with Special Needs: A Resource and Planning Guide for Wisconsin's Public Libraries (http://pld.dpi.wi.gov/pld_ysnpl) and Adults with Special Needs: A Resource and Planning Guide for Wisconsin's Public Libraries (http://pld.dpi.wi.gov/pld_specialasn) in the planning, development, and evaluation of services.
4. Facilitate regional collaborations with member libraries, appropriate agencies, and other systems on services to special populations.
5. Collaborate with member libraries or other systems to obtain grants which provide funding to serve special populations.
6. Support member library outreach efforts to extend services to underserved populations. Target groups include persons with disabilities, persons who are unemployed, underemployed, and/or seeking to improve their job skills, persons who are incarcerated, and persons in need of improving literacy and reading skills, and have difficulty using libraries because of their educational, cultural and socioeconomic background.
7. Enhance and strengthen public library services to adolescents most at risk of illiteracy.
8. Assist member libraries in exploring and acquiring new technologies to serve users with special needs.

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

#1. Provide member libraries with access to expertise and consulting to assist them in planning, developing, and evaluating services for special populations.

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.)

2016 OBJECTIVES - 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 their 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 e-books/e-audios/e-videos.

ASSURANCES (cont'd.)

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

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

8. Continue to share reader's advisory/collection development information with area libraries.

9. Evaluate value of Novelist Select product, which integrates the Novelist Plus Readers Advisory Database into the V-CAT catalog.

10. Encourage the digitization of local history materials and access via member library web sites.

11. Continue the WVLS Digitization Program which provides member libraries opportunities to share their digitized collections with Recollection Wisconsin and the Digital Public Library of America.

12. Investigate, coordinate and implement a digitization service that offers interested member library staff consultation, support, best practices and guidance. (moved from technology sub-program)

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

14. Provide continuing education opportunities on collection development and reader's advisory issues.

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

2016 OBJECTIVES - Advancement and Awareness

1. Facilitate participation of member library staff, trustees, and supporters in local, regional, and statewide advancement events, e.g., candidate forums, WLA Library Legislative Day.

2. Offer a travel grant to attend WLA Library Legislative Day to a library staff member who has not previously attended.

3. Develop tools that can be tailored by local libraries as needed, making it easier to create awareness of their accomplishments, needs, or concerns, e.g., press releases, sample letters to officials, etc.

4. Assist member libraries in working for and securing local and county funding.

5. Encourage members of the WVLS library community to develop a network of citizen library supporters who can be strategically deployed as needed.

6. Advocate on the state level for system and public library initiatives, as well as other items included in the Wisconsin Library Association's legislative agenda of significance to the entire library community.

7. Inform member library staff, trustees, and supporters of pending legislation on the state and national levels that may affect libraries and explain how the proposed legislation might affect system and local library service.

8. Facilitate individual county library service planning processes when requested.

9. Network with a variety of state, regional and local government agencies on behalf of member libraries.

10. Represent the interests of member libraries to the Legislature and the Department of Public Instruction in the development of statewide library policy or services.

11. Cooperate with other agencies or organizations for the benefit of member libraries and area residents.

2016 OBJECTIVES - Youth Services

1. Sponsor a minimum of nine (9) contact hours annually of continuing education opportunities relating to youth and young adult services.

ASSURANCES (cont'd.)

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

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

4. Meet with youth services staff from member libraries to determine grants, focus of CE workshops, and directions of future projects.

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

6. 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.

7. Conduct annual "grassroots gathering" among directors and support staff responsible for the direction of youth services in WVLS libraries to determine the focus of WVLS youth activities. Invite participation by public school media specialists. Send report to DLT.

8. 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.

9. Facilitate regional collaborations on youth and young adult services.

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 2015 system audit will be submitted to the division no later than September 30, 2016.

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.

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 2016 resource library contract.*

1. Continuing Education - WVLS co-sponsors continuing education events / webinars with other public library systems which saves valuable time in human resources and in speaker fees.

2. Collection Development - WVLS and member libraries participate in the annual WPLC Buying Pool initiative, which provides patrons access to a significant collection of electronic titles at a cost incredibly less than if our system were to buy that content on its own. Additionally, the WPLC OverDrive platform fee is shared among WPLC members, so WVLS does not have to purchase this exclusively.

3. Technology - WVLS shares a data center, network, software and help desk with the Indianhead Federated Library System.

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

Activity	Amount
1. Continuing Education - WVLS plans to co-sponsor webinar opportunities with the Nicolet Federated Library System. This informal parternship will bring over 20 webinars (including the Wild Wisconsin Winter Web Conference and Trustee Training Week) to WVLS colleagues at a significant cost savings in staff ($7,000) and speaker fees ($3,000).	$10,000
2. Collection Development - WPLC Buying Pool ($1,000,000 - $51,048) + ($86,000-$4,000)	$1,030,952
3. Technology - The growth and change in services enabled by the IFLS and WVLS partnership makes a cost benefit difficult to accurately quantify in either direction. WVLS is predicting approximately $8,500 in base cost sharing with IFLS and its ILS consortium, MORE. In addition, WVLS predicts approximately $15,000 in front-loaded capital expenditure cost sharing, being dedicated to a long-term replacement reserve fund, of which about $3,000 will be considered each year over five years as cost benefit in the given year. Last, WVLS predicts a reciprocation of services prediced to be valued at approximately $5,000 provided by IFLS to WVLS.	$16,500

COLLABORATIVE ACTIVITIES (cont'd.)

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5.	
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10.	
Cost Benefit Total	$1,057,452

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 **2016**.

Name of System Director	Signature of System Director	Date Signed
Marla Sepnafski	*Marla Sepnafski*	10/1/15
Name of System Board President	Signature of System Board President	Date Signed
Thomas Bobrofsky	*Thomas Bobrofsky*	10/7/15

FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is:	DLT Assistant Superintendent Signature	Date Signed
☒ Approved ☐ Provisionally Approved *See Comments.* ☐ Not Approved *See Comments.*		10-30-15

Comments

PUBLIC LIBRARY SYSTEM 2016
ANNUAL PROGRAM BUDGET

Program	2016 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. V-Cat Admin.	$68,434	$0	$0	$23,075	
2. Network / IT Services	$184,049	$0	$24,400	$325,410	
3. Reference / ILL	$22,085	$0	$0	$429,593	
4. Electronic Resources	80573	$0	$0	$18,880	
Program Total	$355,141	$0	$24,400	$796,958	$1,176,499
Continuing Education and Consulting Service*					
1. Continuing Education	$40,595	$2,509	$0	$20,506	
2. Consulting	$52,712	$0	$0	$12,859	
Program Total	$93,307	$2,509	$0	$33,365	$129,181
Delivery Services	$164,654	$20,000	$0	$31,318	$215,972
Library Services to Special Users	$19,670	$0	$0	$7,339	$27,009
Library Collection Development	$52,333	$0	$0	$9,422	$61,755
Direct Payment to Members for Nonresident Access	$0	$0	$0	$0	$0
Direct Nonresident Access Payments Across System Borders	$0	$0	$0	$0	$0
Library Services to Youth	$35,624	$0	$0	$8,200	$43,824
Public Information	$35,519	$0	$0	$9,776	$45,295
Administration	$95,696	$2,500	$2,500	$42,747	$143,443
Subtotal	$403,496	$22,500	$2,500	$108,802	$537,298
Other System Programs					
1.					$0
2.					$0
Program Total	$0	$0	$0	$0	$0
Grand Totals	$851,944	$25,009	$26,900	$939,125	$1,842,978

* 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).