

AGENDA

**Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593
608-845-7180**

**Wednesday, September 1, 2021, 6:30 p.m.
Library Community Room**

Call to order

- Approval of the Regular Meeting Minutes of 8/4/21
- Review and approval of August 2021 invoices
- Public Comments
- City Council Liaison's report
- Library Director's report
- Old Business
 1. Discussion and possible action regarding library response to COVID-19 and library reopening plan
 2. Discussion and possible action regarding the 2022 library operating budget
- New Business
 1. Discussion and possible action regarding the 2022 Dane County Library Service Agreement for Extension of Library Service

VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593

Wednesday, August 4, 2021, 6:30 p.m.
Board Meeting

Present: Hopp, Cronin, Huemmer, Ryan, Safarik, Sohail, Burkart
Guest: Strutz
Absent: Conwell

Call to order:

Hopp called the meeting to order at 6:30 p.m.

Approval of Minutes:

A motion was made by Huemmer, seconded by Safarik to approve the Regular Meeting Minutes of 07/07/2021. Motion carried.

Review and Approval of Invoices:

A motion was made by Sohail, seconded by Huemmer to approve the July 2021 invoices. Motion carried.

Public Comments:

None

City Council Liaison Report:

- Cronin reported that an Open House was held to discuss the potential new Public Works facility, expected to open in 2025. Sustainability concerns will be a consideration in the building design and construction. Plans to repurpose or sell the current Public Works building have not been determined.
- Tax credits to encourage affordable housing in the development of the Sugar Creek/Klassik property were not received. There is still the hope to provide some workforce housing options, with priority given to those who work in Verona. The project expects to break ground next year.
- A tight city budget is expected for 2022. City department heads have been encouraged to submit conservative requests in their meetings with the city administrator and finance director

Library Director's Report:

- Burkart reported on minor damage caused to library property by a recent tornado in Verona. The flagpole was toppled, and the curbside pick-up tent was destroyed.
- Outdoor seating behind the library will be installed soon.
- Summer Reading Program is progressing well.

- In response to COVID-19, library events continue to be held virtually or outdoors. Most of the library building has re-opened to the public, with the exception of Study Rooms. Services have expanded, allowing reference staff to proctor one exam and host one archiving lab appointment.

Old Business:

1. Discussion and possible action regarding library response to COVID-19 and library reopening plan:

- The board anticipates a new county public health order requiring masks in indoor public places. If/when that is implemented, the library will follow the mandate. Until that time, it is difficult to enforce wearing of masks by patrons. Signage in the library will encourage voluntary masking. Staff will continue to wear masks in public areas. Wearing masks while in staff-only areas is at staff discretion.
- Under the current situation, the board recommends that library events in early September remain virtual or outdoors. If a county order requiring masks is announced, the board supports offering some in-person events for adults, provided capacity is limited and distance between participants can be maintained.
- Library hours will remain the same through September. Board will consider return to regular hours of operation, including Sundays, in October. Curbside pick-up hours may be reduced as requests are declining.
- The board supports the return of the Friends of the Verona Public Library used book sale. Donations will be accepted when space is available.

2. Discussion of the 2022 library operating budget:

- Minimum city funding is unknown at this time.
- Projected increases include new display shelving for adult fiction and non-fiction, cost of living and health insurance adjustments for staff, fees for South Central Library System, and an iCurate diversity audit. Other budget categories remain flat.
- Items not funded in the upcoming budget year are additional hours for the reference assistant position, roller shades for the Community Room, and a lactation pod. Some projects can be completed without influencing the budget: the white board can be re-painting rather than installing a screen, Green Team initiatives can be absorbed as programming expense, and landscaping updates may include available rock at little or no cost.
- Replacing carpet in the center portion of the library (roughly 1/3 of the total project) is a capital budget expense. The process of gathering bids is ongoing.

New Business:

- ### ***1. Discussion and possible action regarding the Library Page I job description: A motion was made by Huemmer, seconded by Safarik to approve the Library Page I job description as amended. Motion carried.***

2. ***Discussion and possible action regarding the Library Page II job description:*** A motion was made by Safarik, seconded by Huemmer to approve the Library Page II job description as amended. Motion carried.

3. ***Discussion and possible action regarding the Library Assistant/Outreach Assistant job description:*** A motion was made by Safarik to further amend the Library Assistant/Outreach Assistant job description to include under Knowledge and Abilities #14 the text, “and participate in equity, diversity, and inclusion continuing education.” The motion was seconded by Huemmer. Motion carried.

4. ***Discussion and possible action regarding the Youth Services Librarian job description:*** A motion was made by Safarik to further amend the Youth Services Librarian job description to include under Knowledge and Abilities #16 the text, “and participate in equity, diversity, and inclusion continuing education.” The motion was seconded by Huemmer. Motion carried.

Adjournment: Meeting adjourned at 7:52 p.m.

VERONA PUBLIC LIBRARY
DIRECTOR'S REPORT
August 2021

I. Collection Development

Luke has taken over management of the board game collection.

Number of items added and deleted in July 2021.

Item Type	Added	Deleted
Books	1071	57
Audio	8	1
Software	12	1
Video/DVD	32	3
Other (kits, etc.)	4	0
Magazines	113	0
TOTAL	1240	62
YTD	7819	6319

II. Circulation

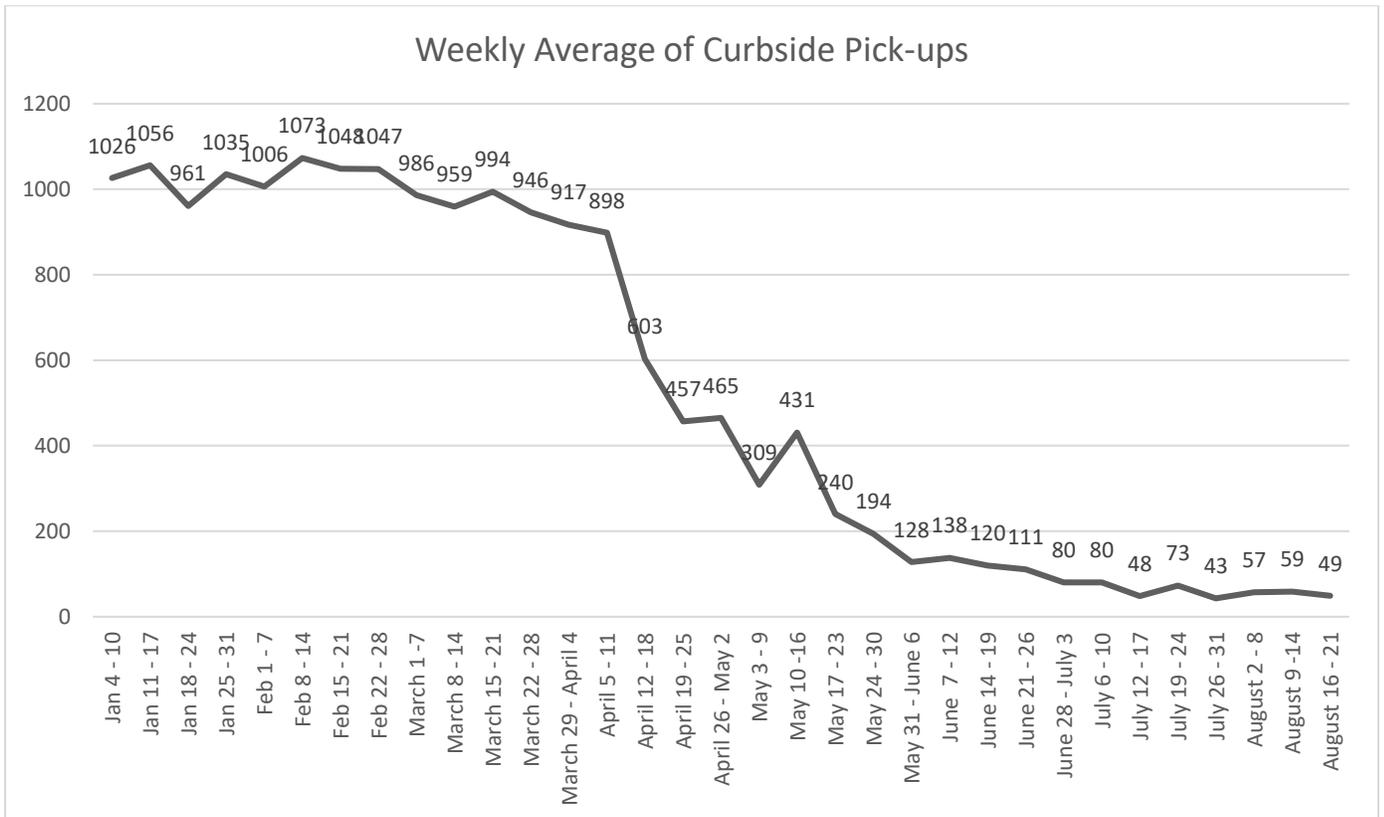
July 2021 Statistics

Self-check-outs	34,077
Total check-outs	52,220
Self-check-outs vs. desk	82.50%
July 2020 vs. July 2021	76.37%
Check-ins	39,186
Library cards added	160
Holds placed	11,621

Curbside pick-up:

Currently curbside pick-up appointments are available:

MW	10:00 – 12:00 pm/3:30 - 6:30 pm
F	10:00 – 2:00 pm/3:30 - 5:30 pm



III. Reference

Statistics (past month):

- Reference questions: 623
- Youth Services Reference questions: 1204
- Directional questions: 102
- Exam Proctoring: 0
- Outer Library Loans: 20 requests
- One-on-one Instruction: 27
- Curbside Pick-up appointments: 207
- Computer Lab Sessions: 297
- Librarian's Choice requests: 20
- Library visits: 8749 (29% decrease from July)

Social Media Engagement:

- Facebook: 3,812 followers, 50 posts
- Twitter: 1,770 followers
- Instagram: 1,223 followers, 12 posts, 24 stories
- Events Newsletter A: 11,652 recipients
- Events Newsletter B: 11,647 recipients

IV. Personnel and Staff Development

Christi Makos resigned her Youth Services Library Assistant position to accept a position as a middle school librarian, which means the youth services staff is currently short three people. We will do outdoor story times in the fall, but otherwise will limit programming and focus on staffing the service desk for all of the library's open hours. The full-time youth services position was posted on August 6, with applications due August 23. The 60% was posted internally with applications due August 23. The 50% position(s) will be posted around August 25.

Fall practicum student Caitlin Tobin started her hours on August 9. One of her projects will be to conduct a diversity audit of the board book collection.

Amber Maruszewski started as a Library Assistant on August 4.

Amanda Lacy resigned from her position as Library Page effective August 16.

Maecie Puga has been promoted to Library Page II.

We currently have 6 open Library Page positions that Theresa is in the process of filling.

Staff participated in several webinars and online trainings this month:

- *September 11, 2001: The Day That Changed the World* Poster Exhibition
- Ryan Dowd Homeless Training: Backup: How to Backup Your Coworkers During a Crisis

V. Equipment and Physical Facilities

Emma and Ronda, with the help of Luke and Theresa, moved the Large Print Collection, New Adult Books, and Holds. This is a return to a pre-pandemic “normal” shelving arrangement.

The new picnic tables have been installed outside on the north side of the building and we’ve gotten lots of positive comments from the public.

A TerraCycle box for recycling medical face masks is now available in the lobby.

VI. Administration and Internal Operations

Dane County reinstated an indoor mask mandate on August 19 and to comply with the order the library is requiring everyone ages 2 and older to wear a face covering while using the building. We have seen library visits decline over the past several weeks as cases and hospitalizations are rising again due to the Delta variant.

VII. Marketing and Public Relations

Luke created 88 graphics and 2 newsletters to promote events and services at the library.

VIII. System and Interagency Cooperation

Emma attended the Southwest Regional Equity Team meeting on Tuesday, August 10.

IX. Fundraising

The donor and volunteer appreciation event featuring pie and ice cream is being postponed due to public health concerns.

X. Events, Programs and Exhibits

Kid’s Events and Programs:

Summer Reading Program

As of August 19, 558 pre-readers and 1173 school-age readers have signed up. Our grand prize drawings will take place in early September.

1000 Books before Kindergarten

Seven kids were registered this month, bringing the total number of registrants to 2229.

StoryWalk

The current StoryWalk book is "Is Everyone Ready for Fun?" by Jan Thomas. This book will be featured through September 20.

Summer Story Times

June 15 – July 23 on Facebook Live

Toddler Story Time (Amy)

Wednesdays at 9:30 am

1-minute views: 124

Average 1-minute views per story time: 21

Average peak live: 14

Preschool Story Time (Leah)

Thursdays at 9:30 am

1-minute views: 108

Average 1-minute views per story time: 18

Average peak live: 6

Sensory Story Time (Mary)

Fridays at 9:30 am

1-minute views: 92

Average 1-minute views per story time: 15

Average peak live: 9

Baby Story Time (Christi)

Fridays at 10:30 am

1-minute views: 55

Average 1-minute views per story time: 9

Average peak live: 4

Everybody Story Time - Outdoors!

June 15 – July 23, at 9:30 am, repeated at 10:30 am

Stories and songs for children and their caregivers outdoors. 20 - 25 minutes. Ages 0 - 5.

June 15 – attendees: 94, 37

June 22 – attendees: 145, 71

July 6 – attendees: 90, 59

July 13 – attendees: 125, 85

July 20 – attendees: 121, 94

Animal Habitat Spotlight

Tuesdays, July 20, August 3 and 17, 2 pm

Tune in to learn about different animal habitats! Ages 3 - 6.

July 20: 5 1-minute views, 3 peak live views, 60 bags distributed

August 3: 7 1-minute views, 5 peak live views, 45 bags distributed

Tween Craft

Wednesday, July 21 and August 4, 2:30 pm

Hybrid program: choose virtual or in-person, outdoors. Ages 8-11. Registration required.

Stuffed sloths: 20 in-person, 10 1-minute views, 6 peak live views, 32 bags distributed

Faux enamel pins: 15 in-person, 16 1-minute views, 7 peak live views, 40 bags distributed

Open Art

Mondays, July 26 and August 9, 2:00 pm

Materials are available one week in advance for this Facebook Live craft session geared to ages 2 - 10.

Woodland: 13 1-minute views, 6 peak live views, 125 bags distributed

Grasslands: 8 1-minute views, 10 peak live views, 95 bags distributed

Coding Club

Wednesdays, 1:30 – 2:30 pm

Join us for a virtual meet-up over Zoom. All experience levels welcome! We will be working on learning new computer science skills and encouraging each other to become better computer scientists!

July 28, attendees: 11

August 11, attendees: 11

Tween D&D

Tuesdays at 3:30 pm

Kids ages 8 – 11 play D&D online.

July 28, attendees: 4

August 4, attendees: 3

Pokemon Club

Thursdays, 2:00 – 3:00 pm

Join fellow Pokémon fanatics for Pokémon related activities and meet-up over Zoom. Ages 6-11.

July 29, attendees: 14

August 12, attendees: 16

Baby Bubble Party

Monday, August 2, 10:00 am

Calling all BABIES for a spectacular bubble PARTY! We'll bring the music and bubbles, and you bring the babies and blankets. Recommended for ages 0-18 months. The party will be outside, behind the library, where outdoor story time takes place. This was our second baby bubble party, promoted a few days before.

Attendees: 16

Animal STEAM: Birds and Bugs

Monday, August 2, 2:00 pm

Have fun with animal-themed STEAM activities! Ages 6 – 11.

Pollution and Tardigrades: 8 1-minute views, 3 peak live views, 45 bags distributed

Minecraft Club

Wednesday, August 4, 1:30 – 2:30 pm

There are two virtual Minecraft Clubs for ages 6 – 11: a Java version for PC and Mac, and a Bedrock version for tablets and phones.

Total attendees: 24

Tweens Among Us

Thursdays, 2:00 pm

Play Among Us with other kids! We will be playing over Zoom to send private lobby game links. Among Us can be downloaded via tablet, smartphone, or Steam on PC. Ages 8-11.

August 5, attendees: 8

August 19, attendees: 6

Lego Club

Tuesday, August 10, 2:00 pm

Join fellow Lego fanatics for challenges and meet-up over Zoom. Ages 6-11.

Attendees: 16

Read It and Eat: Belly Up by Stuart Gibbs

Tuesday, August 10, 3:00 pm

Discuss a selected book, plus enjoy activities and snacks related to the book. Ages 8 - 11.

Attendees: 10

Upcoming Kids' Events

Everybody Story Time - Outdoors!

Tuesdays, August 3 – 24, at 9:30 am, repeated at 10:30 am

Mondays, September 13 – October 18, 9:30 am, repeated at 10:30 am

Stories and songs for children and their caregivers outdoors. Ages 0 - 5. Park to the right of the library and walk behind the building to find our outdoor story time space! Find a circle on the ground for your family's space, so that you can keep distanced from others. Please watch our Facebook page for any weather-related cancellations.

Chinese & English "Back to School" Outdoor Storytime with VAIS

Saturday, August 21, 2:00 pm

Ni hao and hello! It's time for Chinese & English "Back to School" Outdoor story time with Verona Area International School (VAIS) and the Verona Public Library. Don't miss this special event celebrating the return to school and featuring Suzanne Bloom's "The Bus for Us" along with songs, language practice, and a take-home craft. All ages are welcome! VAIS is a K-5 tuition-free public Mandarin Chinese immersion school located in the Verona Area School District (VASD).

Open Art: Farm

Monday, August 23, 2:00 pm

Replaces character crafts for summer. Please stop by the youth services express desk or request curbside pickup by filling out this form to pick up the supplies for this virtual crafting program. Then tune in at the scheduled day and time to get creative with your materials. The recording will be available on Facebook after the event. Ages 2 - 10. Summer themes include: ocean, rainforest, polar, woodland, grasslands, and domestic and farm animals.

Kindermusik

Tuesday, September 7, 9:30 am

The Wonder Studio presents an outdoor demo Kindermusik class for ages 0 - 7 and accompanying adult. Come sing, play, and move with us!

Teen Events:

Teen Summer Reading Program

Participants: 259

Outdoor Photography

Wednesday, July 28, 3:30 – 4:30 pm

Teens worked together and used mini figurines and other objects for fun perspective shots behind the library, using natural surroundings.

Attendees: 6

Teen and Tween Craft: Faux Enamel Pins

Wednesday, August 4, 2:30 – 3:30 pm

Teens used Sharpies on Shrinky Dink film to create pins, earrings, signs, etc.

Attendees: 16 teens

Teen Outdoor Painting: Japanese Marbling

Friday, August 13, 3:30 – 4:30 pm

Teens spread special marbling ink on water to create unique paintings on rice paper.

Attendees: 14

Teen Writing Club

Monday, August 16, 4:00 – 5:00 pm

Teens used first sentences from books as writing prompts and shared their writing with each other.

Attendees: 6

Teen Outdoor Movie: 2000's Night

Friday, August 20, 8:45 – 10:45 pm

Teens watched *Shrek* on a big screen in our parking lot theater while enjoying movie-style treats!

Attendees: 7

Upcoming Teen Events:

Nothing concrete is planned for the immediate future because of staffing shortage in the Youth Services department. Leah is considering hosting another teen outdoor movie and continuing writing club in September.

Adult Classes & Events:

The Story Keeper: Weaving the Threads of Time and Memory, A Memoir - Virtual

Wednesday, July 28, 7:00 - 8:00 pm

Fred Feldman, discussed his book, *The Story Keeper: Weaving the Threads of Time and Memory*. The memoir tells the story of his parents and their escape from the looming Nazi threat. He was interviewed by his sister, Charlotte Feldman-Jacobs.

Attendees: 149

The Woman's Hour Has Struck: Wisconsin's Role in the Women's Suffrage Movement - Virtual

Thursday, August 5, 6:30-7:30 pm

Simone Munson, Collection Development Coordinator for the Wisconsin Historical Society, described how Wisconsin fit within the larger story of enfranchisement and analyze the conflict and complications that suffragists faced as they sought the right to vote.

Attendees: 7

Easy Food Preserving: Canning-Free - Virtual

Wednesday, August 11, 6:30 - 7:30 pm

Megan Cain, author and creative gardener, discussed the quickest and easiest ways to preserve vegetables, fruits, and herbs, so you can enjoy food from your garden all year round.

Attendees: 22

Distance Learning English Classes for Adults

Monday, July 26, 6:00 - 7:30 pm, attendees: 7

Tuesday, July 27, 6:00 - 7:30 pm, attendees: 3

Monday, August 2, 6:00 - 7:30 pm, attendees: 7

Tuesday, August 3, 6:00 - 7:30 pm, attendees: 1

Monday, August 9, 6:00 - 7:30 pm, attendees: 7

Tuesday, August 10, 6:00 - 7:30 pm, attendees: 2

Upcoming Adult Classes & Events

Adult Summer Reading Program

June 1 – August 31

Visit veronapubliclibrary.beanstack.org and/or get the Beanstack Tracker app to create an account starting June 1. Then register to participate. Log every hour of reading you do (up to 20 hours total) and enter to win a \$50 gift card to a Verona restaurant! All reading counts, including audio books. The Summer Reading Program is funded by the Friends of the Verona Public Library.

Books 'n Booze Book Club - Virtual

Thursday, August 26, 6:00 – 7:00 pm

Books 'N Booze is a book club for people who are interested in having a blast while discussing fun books and meeting new people. This month we are reading *This is How You Lose the Time War* by Amal El-Mohtar.

Upcoming virtual discussions:

September 23, 2021-*Tomboyland* by Melissa Faliveno

October 28, 2021-*Welcome to Night Vale* by Joseph Fink

November 18, 2021-*Transcendent Kingdom* by Yaa Gyasi (2021's Go Big Read book)

In-Person Voter Registration

Monday, August 23, 1:00 - 2:30 pm

Holly Licht, City Clerk, will be available to register City of Verona residents to vote. When registering, you must present Proof of Residence, a document showing your current name at your current address.

Recognition and Resilience: Grief and the Loss of Traditions During the Pandemic – Virtual

Tuesday, August 24, 6:30 - 7:30 pm

It is important to recognize the absence or interruption of traditional customs and rituals, both celebratory and grief-oriented. Are you someone who has suffered great loss during the pandemic? Join Outreach Workers from Project Recovery for a discussion to acknowledge what was lost, to embrace closure, and to reclaim and reimagine the rates and ritual that help us make sense of our lives.

Meet Local Author Jennifer Chiaverini - Virtual

Monday, August 30, 6:30 - 7:30 pm

Jennifer Chiaverini will discuss her new book, *The Women's March: A Novel of the 1913 Woman's Suffrage Procession*. This book is an enthralling historical novel of the women's suffrage movement inspired by three courageous women who bravely risked their lives and liberty in the fight to win the vote. Sponsored by the Friends of the Verona Public Library.

Mars 2020: The Perseverance Rover – Virtual

Wednesday, August 31, 6:30 - 7:30 pm

It's been approximately 6 months since Perseverance and Ingenuity landed on the surface of Mars. NASA Solar System Ambassador, Joyce Jentges, will take us on a journey to see what Perseverance has been doing on Mars. Updated information on what Perseverance is looking for and a description of what the various instruments will do. You will also learn about Ingenuity, the Mars helicopter that has successfully flown on Mars.

Make Way for Liberty: Wisconsin African Americans in the Civil War – Author Event

Wednesday, September 8, 6:30 - 7:30 pm

Author Jeff Kannel will discuss his book, *Make Way for Liberty*, that brings clarity to questions of how many African Americans represented Wisconsin during the conflict, who among them lived in the state before and after the war, and their impact on their communities. Books will be available for sale and signing.

Celebrating Black Children: Poetry Reading

Thursday, September 9, 6:30 - 7:30 pm

Fabu is the third Madison Poet Laureate and the first African American selected. Fabu has conducted poetry in residencies at libraries, schools, community centers, and summer programs for all ages. She particularly enjoys sharing poetry with children because of their amazing creativity. She will read from her published book, *Poems, Dreams and Roses*, which is about poems for youth from pre-school to college. She invites children to bring their favorite poem to share at the end of this reading. Books will be available for sale and signing.

Senior Case Management Outreach

Monday, September 13, Drop in between 1:00 – 2:00 pm

A case manager from the Verona Senior Center will answer questions and provide resources for older adults and their caregivers. Information on Medicare/Medicaid, nutrition, housing, assistance in the home, and resources in Verona and Dane County will be available. Contact Julie Larson at the Senior Center at 845-7471 with questions.

Distance Learning English Classes for Adults

Beginner Level: Mondays, September 13 - December 6, 6:00 - 8:00 pm

Intermediate Level: Tuesdays, September 14 - December 7, 6:00 - 8:00 pm

This free group English class will be offered mostly online using Zoom. In-person classes will take place at the Verona Public Library (500 Silent St, Verona WI 53593) on October 25 and December 7. You will practice speaking, listening, reading, writing and new vocabulary in English. You can take your Zoom class on your smartphone, a tablet, a laptop, or a computer. If you do not have any of these, Literacy Network can lend you a device. Students will receive free English textbooks, at their level, in the mail. The textbooks will be used for class and weekly homework. This class is presented in partnership with Literacy Network.

Outreach Events

Outreach story times:

Total daycare story time presentations: 10

Sticker Handout at the Farmers Market

Wednesday, August 4, 3:30–4:00 pm

Luke and Marissa passed out library-branded vinyl stickers to people at the Verona Farmers Market.

Attendees: 127

Senior Center Book Group

Wednesday, August 11, 10:00–11:00 am

The group discussed *The Fountains of Silence* by Ruta Sepetys on Zoom.

Attendees: 4

Four Winds Book Group

Tuesday, August 17, 10:00–11:00 am

The residents met virtually to discuss *The Girls in the Picture* by Melanie Benjamin.

Attendees: 8

Book Bike Events

Old Sugar Creek Elementary, August 4, 11:30 am – 12:30 pm, attendees: 13

Country Grove Preschool, August 13, 4:00–5:15 pm, attendees: 21

Hometown Preschool, August 17, 5:00–5:30 pm, attendees: 30

Upcoming Outreach Events

Prairie Oaks Book Group

Thursday, August 26, 1:00–2:00 pm

The group will be reading *The Giver of Stars* by Jojo Moyes.

Senior Center Book Group

Wednesday, September 8, 10:00–11:00 am

The group will be reading *Still Life* by Louise Penny.

Four Winds Book Group

Tuesday, September 21, 10:00–11:00 am

The residents will meet virtually to discuss *I Still Dream About You* by Fannie Flagg.

The book bike will also still be going out to various events and local preschools.

Exhibits

We Stand on Their Shoulders: A History of Wisconsin Women and Voting - Traveling Display

August 3 – 30, 2021

We Stand on Their Shoulders: A History of Wisconsin Women and Voting explores moments when women in Wisconsin gained political rights and highlights a few key leaders. Covering the ratification of the 19th Amendment, 1921 Wisconsin Equal Rights Act, 1924 Indian Citizenship Act, and 1965 Voting Rights Act, the eight-panel display shares the important story of women's quest for political rights and recognition through quote, photographs, and a timeline of events. This display is on loan from the Wisconsin Historical Society.

September 11, 2001: The Day That Changed the World - Poster Exhibition

September 1 – 25, 2021

This educational exhibition recounts the events of September 11, 2001, through stories of those who witnessed and survived the attacks. Told across 14 posters, this exhibition includes archival photographs and images of artifacts from the Museum's permanent collection. Courtesy of the 9/11 Memorial & Museum.

Telling A People's Story: African American Children's Illustrated Literature - Traveling Panel Exhibition

September 7 – October 4, 2021

For the first time, African-American children's illustrated literature is the focus of a museum exhibition featuring art produced for book illustrations. The presentation of this genre offers a lens into the cultural, historical, and social makeup of African-American cultural identity, while also shedding light on the long neglected world of African-American authors and illustrators in the pantheon of children's literature.

Organized by the Miami University Art Museum through a grant from the Martha Holden Jennings Foundation. *Telling A People's Story* addresses:

- The presentation of African-American identity and history in a creative, educational and respectful manner. The raising of greater awareness for the role African-American illustrators and authors play in the development and growth of the field of children's literature.
- The topic of social justice throughout African-American history.
- The need for awareness to the challenges African-American children's book authors and illustrators face in a field lacking sufficient representation of minorities.
- The importance of appreciating the culture and history of a people who are deeply rooted in the American story.

DRAFT

LIBRARY PROPOSED 2022 BUDGET

200-00000	ACTUAL 2020	6/30 ACTUAL 2021	ADOPTED BUDGET 2021	PROJECTED 2021	PROPOSED 2022	% INCR (DECR)
REVENUES						
41110 TAX LEVY OPERATIONS	\$ 1,040,941	\$ 1,058,793	\$ 1,058,793	\$ 1,058,793	\$ 1,123,660	
41110 TAX LEVY DEBT SERVICE	284,719	261,294	261,294	261,294	259,544	
43690 OTHER GRANTS	9,466	-	-	-	-	
43792 SOUTH CENTRAL LIBRARY SYSTEM	-	-	1,625	1,625	1,625	
43790 DANE COUNTY	733,686	826,212	826,212	826,212	826,212	
43791 DC FACILITY REIMBURSEMENT	234,069	249,433	249,433	249,433	249,433	
46710 FINES/FORFEITURES	5,068	2,583	9,000	9,000	9,000	
46711 COPIES	2,862	667	6,930	6,930	6,930	
46712 FAX	228	-	900	900	900	
46713 MISCELLANEOUS	15,689	22,608	22,610	22,610	22,610	
48500 DONATIONS	34,977	21,376	35,000	35,000	35,000	
49200 TRF FROM OTHER FUNDS (APPLY TO DEBT)	107,000	107,000	107,000	107,000	107,000	
TOTAL LIBRARY REVENUES	\$ 2,468,705	\$ 2,549,966	\$ 2,578,797	\$ 2,578,797	\$ 2,641,914	2.45%

**VERONA PUBLIC LIBRARY
PROPOSED 2022 BUDGET**

	ACTUAL	6/30 ACTUAL	ADOPTED BUDGET	PROJECTED	PROPOSED	% INCR (DECR)
200-00000	2020	2021	2021	2021	2022	
PERSONNEL SERVICES						
51100 SALARIES AND WAGES	1,109,515	559,206	1,188,375	\$ 1,188,375	\$ 1,247,360	
51102 LONGEVITY	12,004	6,372	13,855	13,855	16,135	
52200 HEALTH INSURANCE	106,377	53,089	94,826	94,826	119,924	
52201 DENTAL INSURANCE	14,455	7,477	13,066	13,066	13,066	
52202 SOCIAL SECURITY	83,726	41,913	91,970	91,970	96,657	
52203 LIFE INSURANCE	1,276	538	1,458	1,458	1,625	
52204 WISCONSIN RETIREMENT	58,379	28,599	54,629	54,629	55,195	
52205 INCOME CONTINUATION	-	-	-	-	-	
TOTAL PERSONNEL SERVICES	\$ 1,385,732	\$ 697,193	\$ 1,458,179	\$ 1,458,179	\$ 1,549,962	6.29%
OPERATING EXPENDITURES						
53413 OTHER CONTRACTUAL	\$ 61,107	\$ 43,171	\$ 81,391	\$ 81,391	\$ 76,396	
53601 UTILITIES	49,624	25,523	53,800	53,800	53,800	
53603 COMMUNICATIONS	20,800	9,795	21,350	21,350	14,000	
53509 REPAIR/MAINTENANCE SERVICES	31,932	6,826	37,775	37,775	37,775	
53307 RECRUITMENT	-	-	500	500	500	
53301 OFFICE SUPPLIES	-	-	-	-	-	
53304 MEMBERSHIP AND DUES	428	245	1,615	1,615	1,615	
53702 TRAVEL AND MEALS	4,094	71	6,300	6,300	6,300	
53701 CONFERENCE AND TRAINING	3,175	100	4,030	4,030	4,030	
53330 OTHER SUPPLIES AND EXPENSES	51,340	8,124	52,560	52,560	41,550	
53405 DATA PROCESSING/LINK	119,436	117,501	124,722	124,722	136,388	
53810 INSURANCE	15,186	17,383	16,200	17,383	18,000	
53503 RENTS/LEASES	9,142	1,961	10,099	10,099	10,099	
53415 EVENTS	16,924	8,840	32,790	32,790	33,450	
53310 GRANT/GIFT EXPENSE	21,215	28,995	35,000	35,000	35,000	
TOTAL OPERATING EXPENDITURES	\$ 404,403	\$ 268,534	\$ 478,132	\$ 479,315	\$ 468,903	-1.93%
MATERIALS AND OUTLAY						
53311 ADULT BOOKS	\$ 62,038	\$ 17,810	\$ 66,800	\$ 66,800	\$ 66,800	
53312 JUVENILE BOOKS	63,049	15,454	70,000	70,000	70,000	
53313 VIDEO MATERIALS	13,287	4,036	17,955	17,955	17,955	
53314 AUDIO MATERIALS	11,933	2,638	15,520	15,520	15,520	
53315 ELECTRONIC MEDIA	31,786	23,864	34,250	34,250	34,250	
53316 MAGAZINE SUBSCRIPTIONS	8,638	9,166	9,980	9,980	9,980	
54903 EQUIPMENT CAPITAL OUTLAY	-	-	-	-	-	
54904 INFRASTRUCTURE OUTLAY	-	-	-	-	-	
54906 OFFICE EQUIPMENT OUTLAY	10,166	945	26,750	26,750	17,000	
TOTAL MATERIALS AND OUTLAY	\$ 200,895	\$ 73,914	\$ 241,255	\$ 241,255	\$ 231,505	-4.04%
RESERVE EXPENDITURES						
55101 RESERVE FUNDED EXPENDITURES	\$ -	\$ -	\$ 32,937	\$ 32,937	\$ 25,000	
TOTAL LIBRARY BUDGET	\$ 1,991,031	\$ 1,039,641	\$ 2,210,503	\$ 2,211,686	\$ 2,275,370	2.93%
DEBT SERVICE						
58100 PRINCIPAL	\$ 350,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ 340,000	
58200 INTEREST	41,719	33,294	33,294	33,294	26,544	
TOTAL DEBT SERVICE	\$ 391,719	\$ 368,294	\$ 368,294	\$ 368,294	\$ 366,544	-0.48%
TOTAL LIBRARY EXPENDITURES	\$ 2,382,750	\$ 1,407,935	\$ 2,578,797	\$ 2,579,980	\$ 2,641,914	2.45%

DCLS AGREEMENT for EXTENSION OF LIBRARY SERVICE

THIS AGREEMENT made and entered into by and between the Dane County Library Board (hereinafter referred to as “the County Library Board”) and **Verona Library Board** (hereinafter “the local Library Board”) serving the municipality of Verona.

WITNESSETH:

WHEREAS the County Library Board, established by the County Board of Supervisors in accordance with sec. 43.57, Wis. Stats., is required to and does provide services to the residents of those Dane County municipalities which do not operate their own libraries; and

WHEREAS the Local Library Board, a municipal public library legally organized under sec.43.52, Wis. Stats., with a board appointed in compliance with sec 43.54, Wis Stats., is required to and does provide library services only to residents of its parent municipality, which has exempted itself from the county library tax in accordance with sec. 43.64, Wis. Stats.; and

WHEREAS the Local Library Board is able and willing to serve those in Dane County who reside in areas taxed by the county for library service, provided adequate financial arrangements are furnished; and

WHEREAS the County Library Board wishes to arrange for walk-in services for such persons;

NOW, THEREFORE, in consideration of the above premises and the mutual covenants of the parties hereinafter set forth, the receipt and sufficiency of which is acknowledged by each party for itself, the County Library Board and the Local Library Board do agree, as authorized by chapter 43 and SEC. 56.30, Wis. Stats., as follows:

1. The Local Library Board agrees to provide all on-site services, programs, collections, and facilities to residents of Dane County on the same basis as residents of its parent municipality; and honor valid borrowers' cards as issued by the Dane County Library Service or other local participating libraries, issue and mail library cards to local residents based on applications taken at other participating libraries and forwarded to them, and accept applications for such cards, forwarding them to the Dane County Library Service or the appropriate local participating libraries.
2. The Local Library Board agrees to maintain, and provide to the Dane County Library Service accurate service, facility, and financial records, including a copy of the Annual Report filed on or before February 15, 2022 with the Wisconsin Department of Public Instruction, and records of circulation as specified in Wisconsin Statutes Section 43.12(2).
3. The Local Library Board agrees to maintain its status as a member in good standing of the South Central Library System, meeting all requirements under Section 43.15(4)(c) of the Wisconsin Statutes.
4. In exchange for the Local Library Board's providing services under this agreement to residents of areas taxed by the county for library service, the County Library Board agrees to pay the Local Library Board the sum of \$826,212. This sum represents the net payment due after averaging use and cost data from 2017, 2018 and 2019, subtracting the amount due the County for the Local Library's share of Outreach and Delivery services, and adjusting the payment as required by cross-municipal usage. The sources of data used in these calculations shall include 2017, 2018 and 2019 circulation, expenditure and revenue figures as reported by the Local Library Board to the Department of Public Instruction, as well as circulation by patron statistical codes as reported by the shared circulation system for 2017, 2018 and 2019.

5. In recognition of the facility expense incurred by the local library in serving non-residents, the county shall make an additional payment of \$249,433.
6. The County Library Board shall make payment by June 30, 2022.
7. This agreement shall be in effect from January 1, 2022 and shall continue in full force and effect until December 31, 2022 unless sooner terminated.

LOCAL LIBRARY BOARD

DANE COUNTY LIBRARY BOARD

BY:

BY:

President, Library Board



President, Library Board

BY:

BY:

Secretary, Library Board



Director

	Total	Payer	Description
SEC. 4	\$826,212	Dane County	Reimbursement for operation services to County residents
SEC. 5	\$249,433	Dane County	Reimbursement for facility services to County residents
TL Pymt	\$1,075,645	Dane County	Net payment