INSTRUCTIONS: Complete and submit two copies of the signed plan by **October 16, 2017,** to:

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
ATTN: JOHN DEBACHER
DIVISION FOR LIBRARIES AND TECHNOLOGY
PO BOX 7841
MADISON, WI 53707-7841

Also send a copy of the completed Word document to
libraryreports@dpi.wi.gov

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

GENERAL INFORMATION

Library System

Outagamie Waupaca Library System

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

According to 2017 preliminary population estimates from the DOA Demographic Services Center, nine of the system's sixteen member libraries are located in communities of fewer than 3000 people; eight of those nine are in communities of fewer than 2000 people. Four libraries serve communities whose population is between 3000 and 8000. Kaukauna and Kimberly/Little Chute libraries have community populations of 15,926 and 17,659, respectively. Appleton Public Library has the largest municipal population in the system area, i.e., 74,598 people. It should be noted that two system libraries include municipal population outside of Outagamie County and Waupaca County. Appleton includes 11,759 residents of Calumet County and 1,475 residents of Winnebago County. Marion includes 26 residents of Shawano County.

According to the 2010 census, Outagamie County's population increased 9.8% since the 2000 census, which is greater than the statewide increase of 6.4%. However, Waupaca County's population only increased 1.3% during that period. Waupaca County has an older population, with 18.1% of persons 65 years and older. In Outagamie County 13.2% of the population is 65 years and older. Statewide, 13.6% of the population is 65 years or older.

Diversity within the area's population is still relatively small, with only 2.9% of Waupaca County's population and 7.4% of Outagamie County's population not counted as White in the 2010 census. Persons of Hispanic or Latino origin constitute the largest minority population in both counties, i.e., 3.3% in Outagamie County and 2.5% in Waupaca County. The Asian population constitutes 2.4% of the total population in Outagamie County.

When it comes to educational attainment, 9.3% of the system's residents haven't graduated from high school. However, 34.7% of Outagamie County residents have obtained an Associate degree or above, but only 24% of Waupaca County residents have obtained an Associate degree or above. Income for 8.9% of households in the system area is below the poverty level. The number of households below poverty level increased 81.1% from 2000 to 2010.

OWLS libraries provide a high volume of service to patrons living outside of the municipalities that operate the libraries. For example, OWLS libraries loaned over 1.1 million items to non-residents in 2016. Approximately 46% of Outagamie and Waupaca County residents live in jurisdictions without local libraries, i.e., 43% of Outagamie County residents and 56% of Waupaca County residents.

Several libraries are located near the boundaries of the system, and many more people come into the system area to use libraries than go out of the area. The geography of the system area affects the use of libraries in other ways. No library is more than 1-1/2 hours from any other library in the system, and several are located only minutes apart. Consequently, many residents of the system area use more than one library. A significant amount of crossover (inter-municipal) borrowing takes place in the system (approximately 155,0000 circulations in 2016).

As of the writing of this plan, compiled statistics at the state and system level for 2016 were not yet available on the DPI web site, so system comparisons below are based on 2015 data.

OWLS is one of the smaller of the seventeen systems in Wisconsin. In 2015, OWLS ranked 11th in total population and 11th in state aid received. More than half of the systems include more counties than OWLS. When aggregate measures from OWLS and its member libraries are compared with those of other systems, predictably, the system often ranks near its population ranking (11th) on the raw data for many of the measures. Adjusting for population differences by using per capita comparisons, the system typically ranks higher than 11th.

Several of these measures are striking, particularly those related to the use of system libraries by non-residents. On a per capita basis, OWLS libraries lend more items to non-residents than do libraries in any other system, and OWLS libraries provide significantly more service to residents of other systems than libraries in any other system. In fact, OWLS libraries provide 18% of all the intersystem non-resident circulation in the state. In 2016, OWLS libraries loaned 253,110 items to residents of adjacent

GENERAL INFORMATION (cont'd.)

Wisconsin public library systems. This was much greater than the 2015 statewide average for systems (93,609) and 22,638 more loans than were made by the second ranking system.

OWLS libraries circulate a high number of items, ranking 6th in the number of items circulated per capita. The libraries continue to engage in high levels of resource sharing; the number of items loaned to and borrowed from other libraries is among the highest in the state. It is also clear that OWLS libraries experience a high volume of traffic, i.e., they have lots of people coming through their doors. The number of visits per capita is 7th highest among systems, and the number of programs attended per capita is 2nd.

OWLS libraries continue to rank very low in the number of public computers connected to the Internet (17th per capita). However, use of public Internet computers ranks 11th per capita, and wireless internet ranks quite high (6th per capita).

It is also interesting to note that while OWLS ranks 9th in total income per capita and 7th in total operating expenditures per capita, OWLS libraries rank 3rd in materials expenditures per capita. OWLS libraries spend a greater portion of their budgets for materials than do libraries in most other systems.

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

The development of the 2018 system plan builds upon previous planning activities and previous plans. While many of the system's needs and problems do not change dramatically from year to year, new issues regularly arise, and ongoing issues experience a shift in focus or urgency. A number of 2018 issues and priorities are described below.

Technology Services

OWLS Technology and Resource Sharing Plan: 2017-2020 and OWLSnet Plan (March 2014) contain extensive detail regarding technology service goals, objectives, priorities, and activities. The primary technology goal is to continue providing services and support to OWLS and OWLSnet member libraries that help them increase patron access to library and information resources and that help them increase the efficiency and effectiveness of library operations. The technology priorities for 2018 are summarized below:

-Further develop OWLS and OWLSnet services in order to improve and enhance the services and information available to member libraries and their patrons.
-Facilitate effective resource sharing among OWLSnet member libraries, and between OWLS libraries and libraries beyond OWLSnet, in order to provide patrons with convenient access to library and information resources.
-Work with the OWLSnet Administrative Advisory Committee to optimize the ongoing governance and operation of OWLSnet.
-Engage in continuous study and planning in regard to OWLSnet services, library automation, resource sharing, and new technologies.
-Support member library use of technology. This priority includes establishing competencies, providing training, supporting library PCs, assisting with the development of electronic content, and implementing new services or software modules requested by member libraries when feasible. [This is an ongoing project.]
-Maintain and develop OWLSnet network infrastructure in order to continue providing up-to-date technology-based services. This includes deploying appropriate network servers and telecommunications equipment and securing sufficient bandwidth to meet library needs. [In 2017, new routers were installed at 33 OWLSnet locations. By early 2018, all but two OWLSnet locations will have received bandwidth upgrades to 20MG. We feel that at the moment, we have appropriate network servers and telecommunications equipment as well as sufficient bandwidth to meet member library needs.]
-Monitor the impact on member libraries and network infrastructure of changing media distribution systems from the sale of physical items to the licensing of downloadable and streaming media, and working to acquire sufficient digital resources to meet growing patron demand. [Ongoing.]
-Continue to work with the Wisconsin Public Library Consortium (WPLC) to maintain an effective statewide digital media collection. [Ongoing.]

Resource Sharing and Delivery

Along with the Nicolet Federated Library System, OWLS is continuing to use WISCAT to provide resource sharing for our member libraries. OWLS staff provide support and training for using the service, while member libraries manage their own requests to and from WISCAT. OWLS will continue to monitor this model and recommend any changes that might improve delivery of service.

GENERAL INFORMATION (cont'd.)

Funding for Nonresident Service

Pursuing adequate and equitable county and intersystem funding for nonresident services continues to be a high priority for OWLS. OWLS libraries provide a high volume of service to non-residents. In thirteen member libraries, over 50% of circulation is to nonresidents. Non-resident circulation at member libraries ranges from 36% to 78% of total circulation. OWLS libraries also circulate more items to people living outside of the system area than do the libraries in any other system.

Excellent progress has been made in achieving equitable county funding. In 2009, county library service plans were developed that called for Outagamie and Waupaca Counties to fund municipal libraries at 100% of their respective funding formulas by the end of the period covered by the plans, i.e., 2014. Both counties were able to achieve this level during the 2014 budget cycle and have continued through the 2017 budget cycle. They are both anticipated to do so for the 2018 budget. Waupaca County and Outagamie County completed new library service plans in 2015.

With the passage of Act 157 in 2014, some of the issues regarding equity are beginning to be addressed. OWLS libraries billed Brown County for nonresident use. Both Brown County and Outagamie County have paid for current usage in 2015, 2016, and 2017. Beginning in 2015, the Marion and Clintonville libraries billed for service provided to Shawano County residents living in areas not served by a library. However, Shawano County is in the process of becoming a consolidated county library; which will mean that the Marion and Clintonville libraries will be unable to bill for services provided to residents of Shawano County residing outside of municipalities with libraries, which for both libraries represents more than 10% of their total circulation.

Calumet County continues to do a commendable job of compensating OWLS libraries for providing service to residents of the County under the intersystem agreement between OWLS and the Manitowoc Calumet Library System, and Waushara County began reimbursing Waupaca County libraries in 2011.

Another problem area is between Portage County and Waupaca County. The Waupaca Area Public Library provides a significant level of service to Portage County residents, but because Portage County operates a consolidated county library and does not bill adjacent counties, they are not required to pay for the service they receive.

OWLS will continue to monitor these situations and work with member libraries and adjacent library systems to determine the most effective methods for achieving equity in library services between systems, counties and libraries. In addition, OWLS will continue to pursue legislative remedies to address inequities should it be deemed appropriate.

Future of Wisconsin Library Systems

In 2013, the System and Resource Library Administrators Association of Wisconsin (SRLAAW) engaged in a process aimed at determining how systems can remain most effective in meeting member library needs into the future. The result of this process was a number of recommendations regarding the operation, structure, services, and governance of public library systems. A significant theme emerging from this process is the need for increased collaboration among systems, including the possibility of system consolidations or mergers. OWLS will continue to participate in any relevant statewide activities or discussions relating to ensuring a strong future for Wisconsin's systems. In addition, OWLS will continue to investigate opportunities for collaboration with neighboring systems, counties, and libraries that are mutually beneficial.

To this end, in 2015 OWLS started a joint planning process with the Winnefox Library System. The process was designed to identify what services could be improved by the two systems working together, including identification of services that could provide direct patron benefits if provided collaboratively by the two systems. In addition to exploring combining services, the process provided additional understanding of the needs/concerns of member libraries. The process concluded in August of 2016. We had explored joint service models in three areas: consulting, continuing education and delivery. While we chose not to pursue a joint service in consulting, and concluded that delivery does not make sense for now, we are still working very closely with Winnefox in the area of continuing education, and have drafted a short-term agreement to outsource CE programming to Winnefox in the first half of 2018. We concluded that what remains is the difficulty of having two separate systems in the Fox Cities. In our opinion, it would be best to have a shared ILS or a shared Discovery Layer. Since OWLS and Winnefox use software from two different vendors, the discussion is complicated. We will continue to look for opportunities to expand our collaboration, with hopes that the Public Library System Redesign Process will lead to opportunities in the future.

Financial Position

While the system's financial position appears to be somewhat secure for 2018, OWLS is likely to face significant financial challenges in the future. Aid to public library systems was cut by 10% in 2011 and remained flat through 2017. It is still unclear at this writing whether we will receive a proposed increase in state aids for 2018 (estimated at 3.3%).

GENERAL INFORMATION (cont'd.)

Many library systems have been struggling for several years and have had to cut services to their member libraries. While OWLS hasn't had to make many service cuts to date, it has been drawing down the fund balance used to supplement annual operations. If funding should be cut or remain flat, it could be necessary to make significant cuts in programs and services.

In 2018, over half of the OWLS operating budget will come from fees paid for services by libraries. Because the OWLS budget is so dependent on fees, the ability to continue current service levels will also be threatened if local budget cuts affect the ability of member libraries to pay their fees. The fact that 100% of system aids come from the Universal Service Fund, rather than a general purpose revenue (GPR), also places the system aids in further jeopardy because some officials and industry groups don't believe this is an appropriate use of the Fund.

Due to several staff departures in 2016 and 2017, we have taken the opportunity to develop new job descriptions and to evaluate the demand for services and method of providing some services, such as graphic design, The emphasis in 2018 will be continuing to offer a strong program of services to member libraries as efficiently and effectively as possible, while working with member libraries to closely examine all of our services and how they are provided.

Additionally, for many years OWLS received rental assistance from Outagamie and Waupaca Counties. In 2017 Outagamie County eliminated the rental assistance because of the increase in county funding going to the Brown County library. Waupaca County maintained their rental assistance to OWLS. And, we expect to see a decrease in grant funding in 2018 because LSTA System Technology Grants have been discontinued.

Describe the planning environment and process under which this and other system plans were developed. Include how member libraries are involved in plan development and review and whether your systems has a formally appointed advisory committee. (List additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the division.)

This year's plan reflects input from a variety of sources. The OWLS professional staff meet throughout the year to discuss issues important to the future of the system. The professional staff also met individually with staff from the Appleton Public Library, Nicolet Federated Library System, and member libraries on many occasions.

OWLS conducted one meeting with member library directors in 2017 (September 8) at which we reviewed a draft of this plan, and discussed issues of interest to public libraries and priorities for the OWLS budget. Brown Bag Lunch Meetings are held regularly to give OWLS children's librarians an opportunity to share with each other and with system representatives. The Administrative Advisory Committee of OWLSnet generally meets every other month. Input from the directors, children's librarians, and AAC meetings was considered in the development of the plan.

The 2018 plan has also been shaped by the recently completed technology plan, OWLS Technology and Resource Sharing Plan: 2017-2020. OWLSnet also has a plan that will be reviewed and updated on a regular basis.

Lastly, the OWLS Board meets monthly, holding a number of discussions and taking a variety of actions that contributed to the development of this plan. Finally, the draft Plan will be distributed to member library directors and Fox Valley Library Council member libraries for their comments to be shared with the OWLS Board.

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 **2018**. 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 and the dates signed 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.

-OWLS will maintain the database of member library bibliographic records and holdings. The majority of interloan transactions occur between libraries using the OWLSnet shared automation system.
-OWLS and NFLS will continue to provide member libraries and their patrons with access to the other area library catalogs via InfoSoup.
-OWLS and NFLS will continue to provide OWLSnet members with access to electronic resources including Ancestry Library Edition and Tumblebooks.
-OWLS, NFLS, and Appleton Public Library will evaluate current database subscriptions and will implement any changes resulting from the evaluation.
-OWLS and its member libraries will continue to participate in the Fox Valley Library Council (FVLC) in order to facilitate resource sharing with other types of libraries in the FVLC area.
-OWLS and NFLS will monitor and make recommendations for addressing any resource sharing inequities that may emerge between systems or between member libraries.

Indicate new or priority activities relating to this requirement for the plan year. If none, indicate so.

-OWLS cataloging staff will expand a pilot project to help member libraries quickly and accurately add new items to the catalog.

-OWLS will complete the move from a local server to Outlook 365 for email service at the system and libraries.

-OWLS and AAC will investigate offering a printing solution for public access PCs and wireless devices in the library.

-OWLS will encourage the Administrative Advisory Committee of OWLSnet to convene a committee to standardize and modernize policies, procedures, and practices among network libraries.

Inservice Training

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

List ongoing activities related to this requirement.

-OWLS will offer an appropriate schedule of continuing education workshops and training classes on topics of interest to librarians, staff, and trustees of member and area libraries.
-OWLS will continue to provide training and support to help more member libraries digitize unique local resources and share them online through Recollection Wisconsin.
-OWLS will continue to provide group training, individual training or consultation to staff of member libraries in the effective use of electronic information resources, computer, software, social media, and other technologies.
-OWLS will continue to provide information to member libraries about additional sources for continuing education and training.
-OWLS will continue to provide a limited number of scholarships for librarians, staff, and trustees to attend workshops and conferences.
-OWLS will continue to cooperate with the Winnefox Library System to produce a quarterly educational newsletter for library trustees.
-OWLS will continue to maintain a calendar of CE events and training sessions on the web.
-OWLS will continue to validate and maintain librarian certification records.
-OWLS will continue using GoToMeeting and GoToWebinar to host online meetings and provide online training to member libraries.

Indicate new or priority activities relating to this requirement for the plan year. If none, indicate so.

-OWLS is developing training to ensure that OWLSnet library staff are made aware of the importance of accurate patron records and are trained in address verification.
-OWLS has drafted a short-term agreement to outsource CE programming to the Winnefox Library System in the first half of 2018.

List specific staff and resources dedicated to this requirement and/or contract arrangements with other libraries or systems.

In 2017, the OWLS Assistant Director worked closely with the Winnefox Continuing Education/Training Librarian to offer a broad range of continuing education activities, as a joint service. OWLS also partnered with many other library systems to offer online and in-person workshops. In 2018, we will continue to evaluate the best way to provide continuing education and will explore extending the short-term formal arrangement with Winnefox.

ASSURANCES (cont'd.)

Delivery and Communication

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

List ongoing activities related to this requirement.

-OWLS will continue to contract with a vendor to provide five day a week delivery service to all member libraries.
-OWLS will continue to participate in the statewide delivery service operated by the South Central Library System.
-OWLS will continue to monitor delivery volume and plan any necessary adjustments or modifications to the delivery service.
-OWLS will continue to utilize email, web postings, and Net Support Notify software as its primary methods for rapidly disseminating information to member libraries.
-OWLS will continue to rely on OWLSnet.org and OWLSweb.org, the system websites, to provide a rich variety of relevant content and links helpful to library staff and trsutees.
-OWLS will continue to provide web design and hosting services to facilitate the electronic delivery of information from members to their constituents.
-OWLS staff will assist member libraries with posting electronic content contained in local databases on their websites and with contributing digital resources to Recollection Wisconsin.

Indicate new or priority activities relating to this requirement for the plan year. If none, indicate so.

-OWLS is evaluating our graphic arts and printing services and may shift the focus to include marketing and communications.

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.

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, 2018, the system's current plan for library technology and resource sharing or changes to the current plan will be submitted to the division.

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

ASSURANCES (cont'd.)

Professional Consultation

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

Specifically identify consultants, their service areas, and related activities.

-OWLS will continue to provide consultant services in a variety of areas including administration and finance, automation, technical services, computer selection and use, web site development, staff training and development, planning and evaluation, collection development, special needs, and legal issues.
-OWLS will continue to facilitate the sharing of professional information by holding regular in-person and online meetings of staff with similar interests, e.g., brown bag lunch meetings for children and young adult staff, directors meetings.
-Upon request, OWLS will continue facilitating member library planning processes.
-Upon request, OWLS professional team will visit member libraries and provide consulting reports in the areas of general library organization or workflow analysis.

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

-To better understand and address member libraries' consulting needs, OWLS will increase the number of directors meetings in 2018 and explore new meeting formats.
-As a result of discussions at the September 8, 2017 meeting of OWLS member library directors, OWLS will convene a workforce development taskforce made of up OWLS member library staff.

Indicate specific methods or means of communication with member libraries to fulfill this requirement.

OWLS will continue to provide consulting using a variety of methods, e.g., field visits, meetings with individuals at the system office, email and telephone consultation, interactive computer sessions.

Inclusive Services

☒ S.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.

List ongoing activities related to this requirement.

-OWLS will support member libraries in enhancing access to materials and services for persons with special needs through continuing education about best practices in providing inclusive services.
-OWLS will help libraries identify opportunities to improve service to patrons with special needs through staff training and application of technology and will assist with implementation of projects.
-OWLS will continue to apply for and implement appropriate LSTA grants in one of the Special Needs categories if available.
-OWLS will continue to offer a Spanish language search interface in the InfoSoup catalog (both the classic catalog and the new discovery layer).
-OWLS will continue to support the work of the Fox Valley Literacy Council providing grants, printing, delivery of materials to tutors in other communities, and use of mailing facilities and services.
-OWLS will continue to offer support to job seekers by providing an InfoSoup Jobs and Careers page.

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

Indicate specific methods or means of communication with member libraries to fulfill this requirement.

OWLS shares best practices for inclusive services with libraries by sharing information from DPI and other organizations via system email lists, through CE programming, and by responding to questions from libraries via email and telephone.

ASSURANCES (cont'd.)

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.)

Library Services to Youth

-OWLS will provide an email discussion list specifically for youth librarians to share information.

-OWLS will facilitate the interaction of youth librarians at 3-5 brown bag lunch meetings per year.

-OWLS will provide supplementary materials in support of summer library programs, including purchasing a limited amount of the Collaborative SLP materials from Upstart.

-OWLS will continue to offer grants for summer library program performers or other special summer library program activities.

-OWLS will continue to develop and post summer library program websites.

-OWLS will continue to contract with a member library for a librarian to serve as the system's Youth Services Liaison.

Public Information and Promotion

-OWLS will continue to provide printing services for member libraries and system programs, including bookmarks, resource lists, brochures, signs, forms, logo design, and buttons. Member libraries will continue to receive these services for a nominal cost.

-OWLS will seek to ensure that all member libraries, especially those with new directors, are aware of the full range of services available to them.

-OWLS will provide materials to OWLSnet member libraries to promote the use of InfoSoup.

-OWLS is evaluating our graphic arts and printing services and may shift the focus to include marketing and communications.

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 2016 system audit will be submitted to the division no later than September 30, 2018.

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 (cont'd.) | | |

| 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 2018 resource library contract.*

There are several activities that OWLS shares with other entities. The primary service is OWLSnet which is shared with the libraries of OWLS and those in NFLS (excluding Brown County). OWLS also cooperates with other library systems in providing CE opportunities. OWLS and Winnefox produce the Trustee Tale newsletter and OWLS provide financial support (as well as in-kind services) to the Fox Valley Literacy Council. OWLS also participates in Recollection Wisconsin.

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

Activity	Amount
1. OWLSnet	$100,000
2. Trustee Tale	$500
3. Cooperative CE	$10,000
4. WPLC	$50,000
5. Fox Valley Literacy Council	$4,000
6. Fox Valley Library Council	$500
7. Recollection Wisconsin	$3,000
8.	
9.	
10.	
Cost Benefit Total	$168,000

| 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 **2018**.

Name of System Director	Signature of System Director	Date Signed *Mo./Day/Yr.*
Bradley Shipps	➢	

Name of System Board President	Signature of System Board President	Date Signed *Mo./Day/Yr.*
Marilyn Herman	➢	

| FOR DPI USE LIBRARY SYSTEM PLAN APPROVAL | | |

| Pursuant to Wis. Statutes, the plan contained herein is:
☐ Approved
☐ Provisionally Approved *See Comments.*
☐ Not Approved *See Comments.* | DLT Assistant Superintendent Signature

➢ | Date Signed *Mo./Day/Yr.* |

Comments

	PUBLIC LIBRARY SYSTEM 2018 ANNUAL PROGRAM BUDGET				
Program	**2018 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. OWLSnet	$86,158	$0	$0	$851,651	
2. OWLS	$112,522	$0	$0	$5,000	
3.					
4. Electronic Resources	$75,246	$0	$50,000	$49,036	
Program Total	$273,926	$0	$50,000	$905,687	$1,229,613
Continuing Education and Consulting Service*					
1. CE & Consulting	$44,872	$0	$0	$0	
2.					
Program Total	$44,872	$0	$0	$0	$44,872
Delivery Services	$90,794	$0	$0	$33,894	$124,688
Library Services to Special Users	$13,091	$0	$0	$0	$13,091
Library Collection Development	$0	$0	$0	$0	$0
Direct Payment to Members for Nonresident Access	$0	$0	$0	$2,741,592	$2,741,592
Direct Nonresident Access Payments Across System Borders	$0	$0	$0	$369,424	$369,424
Library Services to Youth	$50,444	$0	$0	$0	$50,444
Public Information	$49,416	$0	$0	$3,500	$52,916
Administration	$105,204	$1,500	$0	$5,900	$112,604
Subtotal	$308,949	$1,500	$0	$3,154,310	$3,464,759
Other System Programs					
1.					$0
2.					$0
Program Total	$0	$0	$0	$0	$0
Grand Totals	$627,747	$1,500	$50,000	$4,059,997	$4,739,244

* 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).