

Outagamie County Library Planning Committee

June 13, 2019 Meeting Minutes

The meeting was called to order at 6:05 p.m. by Bradley Shipps at the Appleton Public Library.

PRESENT: Bobbie Buchholtz, Pete Gilbert, Paul Girod, David Hovde, Cathy Thompson, Angela Ver Voort, Nate Wolff.

EXCUSED: Marcia Trentlage.

OTHERS PRESENT: Bradley Shipps.

Gilbert moved, seconded by Wolff, to nominate Buchholtz as committee chair.

Gilbert moved, seconded by Hovde, to close nominations and cast a unanimous ballot. Motion carried.

Shipps shared the County Planning Checklist created by the Wisconsin Department of Public Instruction, noting that step 1 has already been completed. Step 2 summarizes the statutory requirements for county library plans per s.43.11(3). Shipps has been in contact with the County Executive's office regarding the necessary procedures to complete steps 3-5.

No members of the public attended to comment.

The committee reviewed the *Outagamie County Library Service Plan: 2015-2019*. The committee agreed that the guiding principles articulated in the plan (Appendix A) continue to be valid. The committee discussed the goals and objectives and agreed that these have been met. Shipps shared that the Waupaca County committee suggested clarifying the language in Goal C, Objective 4, replacing "municipal officials" with "library directors and county officials." The Outagamie committee agreed to implement the same change.

The committee discussed various planning issues for the 2020-2024 plan. Shipps shared input gathered from Outagamie County library directors at a March 2019 meeting. Continuing funding at 100% of the county formula remains the top priority. Some Outagamie County library directors would like the planning committee to consider the inclusion of e-circulation in the funding formula. Shipps shared a comparison of the 2019 and 2020 budget request with and without e-circ as well as data on the proportion of e-circ compared to physical circ over the past five years. The committee requested additional data on electronic hold requests for the next meeting.

Additional planning issues discussed were possible changes to details of the funding formula, for example addressing funds carried forward or using a sum of revenue by source rather

than subtracting some types of revenue from total expenses.

The committee scheduled a meeting for Tuesday, July 16th at 6:00pm at the Appleton Public Library.

Having completed the agenda, the meeting was adjourned at 7:44 pm.

Respectfully submitted,

Bradley Shipps
OWLS Director/Committee Support