

**Outagamie County Library Service Planning Committee and
Waupaca County Library Services Planning Committee
Joint Meeting**

July 18th, 2024, Meeting Minutes

The meeting was called to order at 6:35 p.m. by Chair Looker.

PRESENT FOR OUTAGAMIE COUNTY COMMITTEE: Tyler Baeten, Bobbie Buchholtz, Cindy Fallona, Peter Gilbert, B Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

PRESENT FOR WAUPACA COUNTY COMMITTEE: Tyler Baeten, Bobbie Buchholtz, Cindy Fallona, Michelle Frola, Peter Gilbert, Mike Hankins, Steve Hart, B Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps and Kristin Laufenberg serving as OWLS staff support, Michelle Uitenbroek – Outagamie County Finance Director

EXCUSED: Mitesh Ajmera for both counties, Wendy Hartman for both counties, Diane Forsythe for Waupaca County, Lila Malvik-Shower for Waupaca County.

Hankins moved, seconded by Fallona, to approve the agenda moving item 8, scheduling the next meeting, to the third spot. Motion carried.

After discussion, it was determined that the OWLS Board meeting and Joint County Library Services Planning meeting will be held on separate dates in August. The OWLS Board will meet according to its usual schedule on Thursday, August 15th at 6:00pm. The joint county planning meeting will be held on either August 22nd or 29th. Shipps will contact the absent committee members to determine which date will have the best attendance and send a meeting announcement to committee members and stakeholders.

Gilbert moved, seconded by Thompson, to approve the June 20th, 2024 meeting minutes as presented. Motion carried.

There was no public participation and no correspondence to share.

The committee reviewed draft sections updated for 2025-2029 plans including the introductions, reviews of prior plans, and history of funding. Committee members are invited to submit suggestions and corrections to Shipps. No action will be taken regarding approval until the complete plans are drafted.

Chair Looker facilitated a discussion of the following topics:

- a) County reimbursement rates and other types of county funding around the state. The

committee would like to further explore including some additional types of funding in the revised plan, such as matching funds for library capital projects, funding for electronic resources, or direct funding to the library system.

- b) Library service standards in county plans. The committee does not wish to pursue including service standards in the revised plan.
- c) New cross-county reimbursements between Outagamie and Waupaca counties. The committee would like to further explore this option.
- d) Allocation of OWLS Board seats between Outagamie and Waupaca counties. Woodward suggested that the current allocation is reasonable based on population and the number of libraries in each county. The committee instructed Shipps to include that rationale for maintaining the allocation in a future draft of the plan.
- e) County funding with and without E-circulation. Following a review of statistics and discussion of service trends, the committee does not wish to roll back the inclusion of electronic circulation in the funding formula.
- f) Brainstorming additional topics to consider
 1. The committee would like to review net lender/borrower statistics to support a discussion of whether resource sharing should be a formula variable or otherwise addressed in the revised plans.
 2. The committee would like to review possible methods for smoothing volatility of funding for both the libraries and the counties.
 3. The committee may like to include language emphasizing each library's responsibility for maintaining correct patron records.
 4. The committee may like to include subsidies for workforce development services.

A few topics were eliminated for consideration at the next meeting due to lack of support or lack of interest but could be revisited in the future. Those include accounting for intangibles such as programming and meeting room use, promoting the creation of new libraries in underserved areas, including Hoopla usage in the funding formula, and measures to promote maintenance of effort in library funding by municipalities.

Having completed the agenda, the meeting was adjourned by Chair Looker at 9:01 pm.

Respectfully submitted,

Bradley Shipps
OWLS Director