

IFLS LIBRARY SYSTEM
BOARD OF TRUSTEES

MEETING LOCATION:

Fall Creek Public Library
122 East Lincoln Ave., Fall Creek, WI 54742
(or via Zoom – Link below)

DATE/TIME:

Wednesday, September 25, 2024
12:30 pm

**IF YOU ARE UNABLE TO ATTEND THE MEETING, CONTACT THE IFLS OFFICE
(1-800-321-5427) BY 4 P.M. THE DAY BEFORE THE SCHEDULED MEETING.**

Join via Zoom:

<https://us02web.zoom.us/j/86246197302?pwd=9ThZilu0adr9ScECQiyVS9Cav12Wpr.1>

Meeting ID: 862 4619 7302

Passcode: RtgABVm9

Phone In: +1 312 626 6799

Meeting ID: 862 4619 7302

Passcode: 03144503

A G E N D A

- I. Call to Order
- II. Establish a Quorum
- III. Certification of Compliance with the Open Meeting Law
- IV. * Approve Agenda
- V. Citizen Comments (*Each person who wishes to speak is limited to no more than five minutes. There is a ten minute limit per topic and a twenty minute limit at any meeting for Citizen Comments. Contact IFLS office for additional information.*)
- VI. Announcements/Correspondence/Introductions
- VII. * Minutes - Approve: Board of Trustees – July 24, 2024 **#032-24**
Acknowledge Receipt: Personnel Committee – July 24, 2024 **#031-24**
- VIII. * Financials - Approve: Check Registers: July-August 2024 **#034-24**
Approve: Financial Reports: January-August 2024 **#035-24**
- IX. Investment Report Discussion
- X. Agenda Items and Director's Report of Monthly Activities **#036-24**
- XI. IFLS Staff Reports (*Via Zoom: Reb Kilde–PR and Communications Coordinator*) **#037-24**
- XII. * Personnel Committee Report **Personnel Chair to provide recommendations**
 - Wages and Benefits for 2024-2025**
 - Director's Salary for 2025**

*** The IFLS Library System may go into closed session to consider matters relating to employment, promotion, compensation or performance evaluation of any public employee over which the IFLS Library System has jurisdiction or exercises responsibility, pursuant to Section 19.85(1)(c) of the Wisconsin Statutes. The committee will reconvene into open session.*
- XIII. * Action on Closed Session
- XIV. * 2024 Revised/2025 Preliminary IFLS and MORE Budget **#038-24**

- XV. * IFLS/State Long Range Plan #039-24
- XVI. * 2025 Resource Library Agreement #040-24
- XVII. Board Member Reports
- XVIII. * Adjournment

Handout: Updated 2024 Trustee List

Wisconsin Library Association (WLA) Conference

<https://www.wisconsinlibraries.org/2024-wla-conference>

** Denotes Action Items*

The IFLS Library System will attempt to provide reasonable accommodations to the public who wish to attend meetings, provided reasonable notice of need is given. To request such accommodation, contact the System Office at (715) 839-5082.

**IFLS LIBRARY SYSTEM
Board of Trustees
July 24, 2024**

MINUTES

The Board of Trustees of the IFLS Library System met on Wednesday, July 24, 2024, at Amery Public Library, 104 Maple Street West, Amery, Wisconsin and via Zoom. Duerkop called the meeting to order at 1:00 pm.

**QUORUM AND CERTIFICATION OF COMPLIANCE
WITH OPEN MEETINGS LAW:**

Joanne Gardner established that a quorum was present and certified that the meeting had been properly noticed in compliance with the open meeting law.

BOARD MEMBERS PRESENT:

Judith Achterhof (St. Croix County); **Mary Ellen Brue** (St. Croix County); **Jan Daus** (Eau Claire County); **Sue Duerkop** (Polk County); **Fran Duncanson** (Polk County); **James Ericksen** (Chippewa County); **Lois Goode** (Rusk County); **Amanda Kohnen** (Barron County); **Paula Lugar** (Pierce County); **Jill Markgraf** (Resource Library); **Sue Marshall** (Price County); **Jackie Pavelski** (Eau Claire County); **Mike Schendel** (St. Croix County); **Jim Tripp** (Dunn County); **Ruth Wood** (Pierce County); **Julie Woodruff** (Chippewa County).

BOARD MEMBERS ABSENT:

Pat Eggert (Dunn County); **Mary Alice Larson** (Barron County); **Josh Sterling** (Eau Claire County).

OTHERS PRESENT:

John Thompson (Director); **Adam Fuller** (Business Manager); **Joanne Gardner** (Administrative Associate/Recorder); **Katelyn Noack** (Public Services Consultant); **Leah Langby** (Library Development and Youth Services Coordinator).

APPROVE AGENDA:

MOTION #28 ⁽²⁴⁾: To approve the Agenda as presented. Daus/Marshall
RESULT: Carried.

CITIZEN COMMENTS:

There were no citizen comments.

ANNOUNCEMENTS/CORRESPONDENCE/INTRODUCTIONS:

Introductions were made among those attending online and via Zoom. Three new trustees were introduced. Amanda Kohnen will represent Barron County, Fran Duncanson will represent Polk County, and Ruth Wood will represent Pierce County.

Langby noted that snacks and beverages were provided by the Amery Public Library and cupcakes made by Thompson’s granddaughter.

MINUTES:

MOTION #29 ⁽²⁴⁾: To approve the Board of Trustees minutes dated May 22, 2024 (Doc. #024-24). Brue/Woodruff
RESULT: Carried.

The board acknowledged receipt of the Personnel Committee minutes dated May 22, 2024 (Doc. #023-24).

FINANCIAL REPORTS:

MOTION #30 ⁽²⁴⁾: To approve the Check Registers for May/June 2024 (Doc. #027-24). Brue/Marshall
RESULT: Carried.

Questions were asked related to the audit costs. Fuller noted that the audit was slightly over budget for legal costs. Fuller added that IFLS audit costs are less costly than what some other systems are paying.

MOTION #31 ⁽²⁴⁾: To approve the January-June 2024 Financial Reports (Doc. #028-24). Daus/Brue
RESULT: Carried.

Questions were asked about Interest Income, Miscellaneous Income, Contingency, Capital Expenditures, ILL fees and Verification Sources, Delivery Costs, and Cataloging Income.

DIRECTOR’S REPORT OF AGENDA ITEMS AND MONTHLY ACTIVITIES:

Thompson noted that he took a vacation in late June, and this was duly noted by the Personnel Committee this morning.

Sue Christianson is returning as director in Barron. Olivia Moris was hired as director in Altoona. Meetings have been scheduled with new directors.

Thompson has been working with libraries on the Building Projects and Flexible Facilities Grant. It is a competitive process and there have been eighty projects submitted for either a stand-alone building or a municipal building with a library. Grant awards should be made in early October. There will be twenty-five awards of \$2.4 million dollars.

REPORTS:

Leah Langby is the Library Development and Youth Services Coordinator at IFLS. Langby coordinates professional development and provides a lot of highlights of workshops and webinars in her staff report. Today she will talk about other duties related to that.

Certification is a requirement for library directors in Wisconsin. Every new director must apply through the Division of Public Instruction (DPI). Directors must have the required background education before applying (54 semester credits), even for temporary certification.

(Wood joined the meeting at 1:27 pm.)

There are three certification grades. Grade 3 is for municipal populations less than 3,000 and requires fifty-four semester credits. Grade 2 is for municipal populations of 3,000 – 5,999 and requires a bachelor's degree. Grade 1 is for municipal populations of 6,000 or more and requires a master's in library science from an ALA-accredited library school.

In addition to the certification grades, there are two types of certifications. Temporary certification is renewed every year for up to 4 years. Coursework to be completed includes twelve semester credits in library administration, collections, and public service. The four required courses are offered at Chippewa Valley Technical College as well as the school in Madison.

Regular certification is awarded once a master's degree or coursework is completed. Regular certification is renewed every five years. Directors must complete one hundred contact hours of continuing education to renew for another five years.

Langby noted that when library boards understand the requirements, it is easier to explain the need for a substitute so library directors can attend continuing education to meet the one hundred hour requirement. DPI has been working to streamline the certification process.

How the validation process works is that directors send the paperwork for continuing education to Langby, and she validates it. Summaries are then submitted and approved every year. The validated sheets are sent to DPI to renew certification. We are always seeking methods to support the directors more.

Currently, IFLS only has two directors with temporary certification. Everyone else has completed the required coursework and has obtained regular certification.

Mentorships are offered to new directors and new youth services librarians. Currently there are four directors and five youth service mentors. They provide mutual support and provide a conduit to IFLS services. Mentorships are going pretty well, and money has been put into the budget to reimburse for mileage as IFLS covers a large geographical area.

Professional Learning Grant is funded by the Wisconsin Department of Public Instruction with Library Services and Technology Act (LSTA) dollars. They provide scholarships for directors and staff to attend conferences and online courses. This allows more library staff to attend besides the director. There are some scholarship funds to pay presenters and defray the cost

and remove barriers for people to attend IFLS-sponsored workshops. This year a little over \$24,000 has been spent.

Other possible mentorships that would be beneficial include tech services, adult services, and for library trustees.

Achterhof inquired about requirements for board members on training such as on handling book challenges. Thompson noted that IFLS does not have authority over local library boards. IFLS does have training materials available. In training and mentorships, trustees need to be cognizant on not inadvertently creating a walking quorum of a board.

IFLS is thinking of ways to offer board education and offering in a variety of formats.

(Pavelski joined the meeting at 1:51 pm.)

Achterhof mentioned the TEACH bandwidth switch and the Library Windows 11 upgrades noted in Kris Schwartz's report. TEACH has been working to provide bandwidth upgrades to meet the new minimum broadband bandwidth. There are twenty libraries in IFLS that will benefit from these upgrades. Brad Jensen has been working with libraries to upgrade Windows 10 to Windows 11 on library computers. Jensen logs in remotely after library hours to limit downtime for libraries.

Brue mentioned she has been holding workshops in Hammond and Woodville on the Monarch butterflies.

Ruth Wood joined the meeting late and apologized. She introduced herself as the member trustee representing Pierce County.

(Lugar left meeting at 2:00 pm.)

PERSONNEL COMMITTEE REPORT:

The Board has the option of going into closed session to discuss the system director's evaluation. The Personnel Committee met earlier, and they chose to remain in open session.

Personnel Committee Chair, Jan Daus, reviewed what was discussed this morning.

Director Accountabilities:

All board members received a copy of the Director Accountabilities (Doc. #025-24) for Thompson. Thompson completed and exceeded all accountabilities. There was no need for changes in next year's accountabilities.

System Director Evaluation:

The Director Evaluation was sent via Survey Monkey to all IFLS Trustees. There were sixteen members who received the survey, and thirteen responses were received.

All survey responses were positive and there were no suggestions for improvement. Thompson was viewed as fair, broad knowledge, experienced, great listener, advocate, and a model of a modern major library director. Four additional comments were received, and they were all

favorable of the excellent work he provides. The survey results were in line with what we've received in prior years.

Survey Monkey was also sent to IFLS staff. Fourteen out of seventeen employees completed the survey. There were a couple comments on providing a consistent message and clearer expectations and direction for leadership positions. Staff noted appreciation for Thompson's collaborative leadership, open communication, problem-solving, respectful and supportive leadership, flexibility, leadership skills, and collaborative open environment. Additional comments noted Thompson's dedication, trust of staff, and pushing others to achieve more and strive for better while being a constant support.

An email was sent to all public library directors within IFLS. Two responses were received which were both very positive.

Ericksen noted that Thompson has assisted a great deal, and his input and help is appreciated in the Stanley Public Library building project. This project has added a lot of meetings to Thompson's schedule.

Preliminary Discussions of 2025 Wages:

With the loss of two hospitals in the Chippewa Valley, it will be having an impact on health insurance premiums for IFLS staff. For a single person who is currently paying \$182 premium a month would jump to \$487 a month in 2025. A family plan that is currently paying \$452.48 will increase to \$1,212.55 in 2025. That is a 166-168% increase in premium costs. The health insurance options provided only share the employee's share of premiums at 12%. Currently IFLS has five single and eight family plans.

Quartz West is the cheapest plan, but with the closing of hospitals, we do not know who or where the providers for hospital and urgent care will be. The closest hospital currently is in Black River Falls and Trempealeau County. Quartz West is the only health care option without a local hospital.

Thompson is sharing the information now to show the impact on the employee's portion of health insurance on wages and open discussions on how increases in pay can be applied to have less impact on employees. We need to be mindful that employees are not paying half their salary on health insurance costs. Wages and benefits will be decided on at the September board meeting.

Achterhof added that the board needs to be aware of the fact that an increase towards health insurance premiums is one thing, yet the board needs to consider cost of living increases as well.

MOTION #32 ⁽²⁴⁾: To approve the Personnel Committee Report as presented. Brue/Woodruff
RESULT: Carried.

Daus noted that Gardner can send out the Survey Monkey results if requested.

BUILDING MAINTENANCE FOR 2024:

There are a couple definite priorities in renovations to the IFLS office. They include relocating the entry door to sit on the building slab as it was not properly installed. This will also include replacement of the sidewalk and repairs to the vestibule area as needed. Another priority is to replace the delivery door. Other work will include landscaping work and interior improvements including carpet replacement in select areas.

(Markgraf left at 2:34 pm)

Market & Johnson submitted a proposal to do the renovations and Thompson would like the board to authorize up to \$100,000 for building improvements. Funding would come from undesignated carryover funds and excess interest income. A few things have been done to help lessen the proposed costs.

MOTION #33 ⁽²⁴⁾: To approve the recommendation for Building Maintenance in 2024 of a cost not to exceed \$100,00. Achterhof/Tripp
RESULT: Carried.

IFLS BOARD – SUNSHINE FUND:

Gardner will send an email to board members providing information on the IFLS Board Sunshine Fund and a request for donations to replenish it.

ADJOURNMENT:

Director of the Amery Public Library, Heather Wiarda, will provide a tour of the library following adjournment.

Ericksen made a motion to adjourn at 2:46 pm. Duncanson seconded. Motion carried.

Joanne Gardner, Recorder/Administrative Associate

These minutes of the Board of Trustees are approved:

- as printed.
- with corrections noted.

Presiding Officer

Dated

IFLS LIBRARY SYSTEM
Personnel Committee
July 24, 2024

The Personnel Committee of the IFLS Board of Trustees met on Wednesday, July 24, 2024, at Amery Public Library, 104 Maple Street West, Amery, Wisconsin, as well as via Zoom. Daus called the meeting to order at 10:30 am.

**QUORUM AND CERTIFICATION OF COMPLIANCE
WITH OPEN MEETING LAW:**

Joanne Gardner established that a quorum was present and certified that the meeting had been properly noticed in compliance with open meeting law.

PERSONNEL COMMITTEE MEMBERS PRESENT:

Jan Daus (Eau Claire County); **Sue Duerkop** (Polk County); **Lois Goode** (Rusk County); **Sue Marshall** (Price County); **Mike Schendel** (St. Croix County).

PERSONNEL COMMITTEE MEMBERS ABSENT:

Mary Alice Larson (Barron County).

OTHERS PRESENT:

John Thompson (Director), **Adam Fuller** (Business Manager), **Joanne Gardner** (Administrative Associate/Recorder).

APPROVE AGENDA:

MOTION #24⁽²⁴⁾ To approve the agenda as presented. Marshall/Goode
RESULT: Carried.

CITIZEN COMMENTS:

There were no citizen comments.

MINUTES:

MOTION #25⁽²⁴⁾ To approve the Personnel Committee Minutes dated May 22, 2024 (Doc. #023-24). Daus/Marshall
RESULT: Carried.

SYSTEM DIRECTOR ACCOUNTABILITIES:

MOTION #26⁽²⁴⁾ To accept the System Director Accountabilities (Doc. #025-24). Marshall/Schendel
RESULT: Carried.

The Personnel Committee reviewed the Director Accountabilities of July 2023 through June 2024, as well as the proposed accountabilities for July 2024 through June 2025. Daus was impressed with accountability #3 which is to maintain effective communication with the IFLS Board, IFLS staff and member libraries. Thompson provided updates to staff, board, and member libraries regarding library issues; visited thirty-three distinct libraries for a total of 122 visits; and attended local library board meetings as requested.

Thompson noted that there were new directors hired at Altoona, Barron, and Ogema.

SYSTEM DIRECTOR EVALUATION:

The Personnel Committee agreed to remain in open session.

MOTION #27⁽²⁴⁾ To discuss the System Director Evaluation materials (Doc. #026-24).
Marshall/Daus
RESULT: Carried.

It was noted that thirteen out of sixteen board members completed the survey monkey evaluation. There were four vacancies when the survey was sent. The survey evaluation for IFLS staff was completed by 14 out of 17 positions.

The survey results for board members are provided on pages 8-13 of the meeting packet. There were no concerns from board members. Comments were provided on Thompson's greatest strengths and suggestions for improvement. All comments were positive. Thompson is well respected at IFLS, with member libraries, and at the state level.

Survey results for IFLS staff are provided on pages 14-19. Thompson ranked favorable to excellent on his management of IFLS. Under personal and professional attributes, a staff member noted that there is not a consistent message regarding expectations for staff and would appreciate more specific feedback. Another would like clearer expectations and direction for leadership positions in the system. Staff identified Thompson's strengths as being an excellent leader, problem solver, and listener. Thompson is well-regarded in the state.

Daus received two emails in response to an email sent to all IFLS library directors. They were both incredibly positive and noted he has led IFLS as a top-notch library system for years and a wonderful resource for directors and a great advocate for libraries.

Duerkop inquired about clarification of clearer expectations and direction for leadership positions in the system. It is not clear which staff noted this and what tier of leadership they were referring to. It is assumed one staff member is referring to multiple positions.

Duerkop noted that the comment about more specific feedback from the director could possibly be from someone who wishes for specific feedback to their position, while other staff are not needing specific feedback.

PRELIMINARY DISCUSSION OF 2025 WAGES:

Thompson wanted to start discussions on the 2025 wages in light of the impact on the health insurance premiums for our staff. IFLS, as an employer, can only pay 88% of the premium and the employees pay 12%. Currently we do not know the coverage that will be provided by Quartz West. Sacred Heart was their closet hospital and now it is either Black River Falls or Whitehall. We will not know until September if their hospital situation will improve by 2025.

Every year the tier one plans get averaged together to provide the costs for employers and employees. For 2024, Quartz and Prevea were both tier one plans with Quartz being the cheapest and Prevea came in second. Shortly after the beginning of this year, Sacred Heart closed. When looking at the second cheapest plan from Quartz, the cost to the employee portion for a family plan would increase \$760 a month. That is a monthly premium increase from \$452.48 per month to \$1,212.55 for 2025.

When we look at the take home pay for staff compared to the increased cost of health insurance, it teeters on one employee check per month to cover health care costs. It is difficult to retain staff under these circumstances. Since the employer cannot pay more than 88% towards the health care costs, we would need to adjust the pay increase. This may result in a proposed 10% pay increase instead of 3 or 4 percent.

There are many considerations to take into account to balance this out. Not all staff are on IFLS' health insurance. Some may have the ability to take their partner's plan. We could provide an incentive for someone to go out on their partner's plan, but a number of our staff do not have that option.

Duerkop noted that another factor other than the cost for health insurance is the quality of the plan itself. Thompson noted that staff have the choice of where they go. Currently the Quartz West coverage is minimal for our region including hospital care. Our region is the largest in flux with the closures of Sacred Heart, St. Joseph's, and Prevea. Marshfield is in talks with a South Dakota provider. There has been a capacity issue at Marshfield felt by patients, and they are not set up to manage the capacity of the hospital closures in our region.

The difference between Quartz West and the next cheapest plan is \$900. The employee monthly cost for a family plan would be \$1,200 to 1,700 a month.

Thompson noted that the intent today was to provide preliminary discussions on the impact of health insurance premiums and pay structure to remain competitive. Pay increases could be made with a mix of dollars and percentages while maintaining the salary structure. With the averaging of health plans, sometimes the increases benefit the employee and hit the system hard. In this scenario, it has minimal impact on the system and a significant impact on staff.

A wild card in these health care provider discussions, is not knowing who the providers will be for Quartz West.

Marshall inquired if IFLS is allowed to state that if staff take the option of their spouse's health care insurance, they will receive an incentive of "x" amount of dollars. Thompson noted that IFLS is allowed to say that.

Each employee can choose the health plan within the tier one category. They would pay the premium for said plan as outlined. We do not want to see employees stuck with plans that do not provide good health care based on the cost. If Quartz West solves the hospital and urgent care options, it could be a viable option for health care.

Staff are aware of the prices and conversations. We need to figure out what the networks look like and what providers are included.

It was noted that thirteen employees are on IFLS' health insurance. Five are single plans and eight are family plans.

ADJOURNMENT:

Motion to adjourn at 11:26 am. Goode/Duerkop. Carried.

Joanne Gardner, Recorder/Administrative Associate

IFLS Library System
Check Register
 July 2024

#034-24

Date	Num	Name	Memo	Amount
Jul 24				
07/01/2024	Auto Pay	Delta Dental	Jul. '24 Vision	-62.02
07/08/2024	Auto Pay	AT&T	Jun. Phone/Fax Line	-20.55
07/09/2024	Auto Pay	Eau Claire, City of	21894-00-1	-333.96
07/10/2024	Auto Pay	Kwik Trip, Inc.	Jun. Gas Statment	-41.29
07/19/2024	Auto Pay	Xcel Energy	05/27-06/25 Gas	-29.00
07/22/2024	Auto Pay	Associated Credit Card	Jun. Credit Card *see attached	-9,008.84
07/22/2024	Auto Pay	Lumen	Jul. Phone	-1.44
07/24/2024	Auto Pay	Employee Trust Funds, Dept of	Aug. '24 Health Ins.	-26,466.38
07/31/2024	Auto Pay	Wisconsin Retirement System	Jun. WRF	-10,077.21
07/03/2024	WIRE	Internal Revenue Service	P/R#13	-10,781.80
07/10/2024	WIRE	Wisconsin Deferred Comp. Program	P/R#14	-1,460.00
07/15/2024	WIRE	Wisconsin Department of Revenue	P/R#13	-1,846.65
07/17/2024	WIRE	Internal Revenue Service	P/R#14	-8,030.36
07/31/2024	WIRE	Wisconsin Department of Revenue	P/R#14	-1,415.04
07/31/2024	WIRE	Internal Revenue Service	P/R#15	-8,066.92
07/31/2024	WIRE	Wisconsin Deferred Comp. Program	P/R#15	-1,460.00
07/10/2024	DD2905	IFLS Staff	Direct Deposit	-24,843.63
07/24/2024	DD2923	IFLS Staff	Direct Deposit	-24,943.61
07/01/2024	43327	CCBC	5/15-16 Wkshp Travel Charges	-472.51
07/01/2024	43328	Jensen, Brad	Tech. Support/Cell Reimb.	-147.38
07/01/2024	43329	Langby, Leah	Reimb/ALA Membership	-315.00
07/01/2024	43330	Noack, Katelyn	Lib. Visit/Augusta-Strategic Planning Meeting	-34.17
07/01/2024	43331	Schwartz, Kristopher	Jan.-Jun. Cell Phone Usage	-120.00
07/01/2024	43332	Season 2 Season	May Spring Clean/Fertilize/Mow	-465.00
07/01/2024	43333	Setter, Kathy	Jan.-Jun. Cell Phone Usage	-120.00
07/01/2024	43334	Sunrise Exchange of EC	Patriot Flag Program	-45.00
07/01/2024	43335	Thompson, John	Jan.-Jun. Cell Phone Usage	-120.00
07/01/2024	43336	Waltco Inc.	Jun. Del. Serv.	-32,728.66
07/01/2024	43337	Marcive, Inc.	MORE/Jun. Database Maint.	-155.64
07/01/2024	43338	OverDrive, Inc.	HighDemand/Jun. Advantage	-14,796.40
07/09/2024	43339	Pepin Public Library	Ricky Riggins Memorial	-25.00
07/09/2024	43340	Durand Public Library	Ricky Riggins Memorial	-25.00
07/11/2024	43341	Bayscan Technologies	Billable/Supplies for Libs	-400.00
07/11/2024	43342	Culligan	Jul. Service	-99.95
07/11/2024	43343	EO Johnson Co.	7/20-10/19/24-Maint. Agreement	-114.45
07/11/2024	43344	Krejci, Bridget	Training-Hawkins	-182.24
07/11/2024	43345	L.E. Phillips Memorial Public Library	MORE Ecomm Payments 2024	-1,126.29
07/11/2024	43346	Maug Cleaning Solutions, Inc.	06/03/24-06/30/24 Cleaning Service	-382.00
07/11/2024	43347	OCLC, Inc	Jul OCLC on Acct/Bill LEPMPL/Webjunction 7/	-69,950.00
07/11/2024	43348	Roholt, Lori	Training-Hawkins	-209.04
07/11/2024	43349	Securian Financial Group, Inc.	Aug. Life Ins.	-428.14

IFLS Library System
Check Register
July 2024

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
07/11/2024	43350	Setter, Kathy	WILIUG Conference-Mileage	-371.18
07/11/2024	43351	Spooner, Valerie	LSTA/Mileage/Expense-Mentoring	-100.00
07/11/2024	43352	Turtle Lake Public Library	Delivery Damage/1 item-Saving Xenos	-12.00
07/11/2024	43353	Waltco Inc.	Jul. Del. Serv.	-32,506.38
Jul 24				<u>-284,340.13</u>

IFLS Library System
ASSOCIATED Credit Card Transaction Detail Report
Electronic Auto Pay (07/22/2024)

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Num</u>	<u>Amount</u>
May 30 - Jun 27, 24				
05/30/2024	FlowRoute.com	Jun. Phone/on Acct	on Acct	50.00
05/30/2024	Amazon.com Credit	MORE Passport Prizes	Pass. Prize	293.71
05/30/2024	REI	MORE Passport Prizes	Pass. Prize	65.25
05/30/2024	Luminaid	MORE Passport Prizes	Pass. Prize	58.03
05/31/2024	Facebook	PR/Facebook Posts	PR Spls	14.00
06/04/2024	Auto-Owners Insurance	Property General Liability Ins 6/01/24-6/01/2025	Prop/Gen Li	3,492.00
06/04/2024	Auto-Owners Insurance	Auto Ins 7/20/24 - 7/20/2025	016719852	1,062.90
06/05/2024	GFL Environmental	Jun. Garbage	729705	41.35
06/05/2024	CDW-G	IFLS Comp/USB Adapter	IFLS Comp	48.47
06/06/2024	Digital River.com	RDA Took Kit	RDA Toolkit	212.06
06/07/2024	Comfort Inn	Hotel Stay-Library Symposium	Lib. Symp.	176.14
06/11/2024	Sweetwater Sound, Inc.	Sound System & Microphone	Microphone	1,694.99
06/12/2024	Quill Corporation	Office Supplies-Copy Paper	Inv39087931	140.47
06/12/2024	CDW-G	IFLS Comp/Keyboard/Surge Protectors/5 Port Switc	IFLS Comp	218.31
06/12/2024	Dell Marketing L.P.	Billable/Altoona-Optiplex Micro PC	Comp Equip	700.00
06/12/2024	Apple	MORE Library App Memb Fee	App Fees	104.45
06/13/2024	FlowRoute.com	Jun. Phone/on Acct	on Acct	50.00
06/13/2024	Menards	Maint. /Mailbox/Post	Maint. Supl	80.77
06/13/2024	Menards	Maint. /Mailbox Numbers	Maint. Supl	3.96
06/17/2024	PayPal Inc.	Subscription/QR Dynamic	Renewal	15.00
06/18/2024	Tockify	Subscription/Website Calendar	Renewal	80.00
06/18/2024	Tockify	Foreign Fee Transaciton	FRGN TRANS	1.60
06/18/2024	Digital River.com	RDA Took Kit-Return	Merch Ret	-11.06
06/20/2024	Sweetwater Sound, Inc.	Microphone/Wireless Adapter Sound System	Microphone	368.00
06/26/2024	Amazon.com Credit	Program Kit Materials-Locks	Kits	20.78
06/26/2024	Amazon.com Credit	Prof. Dev. Books	Kits	59.52
06/26/2024	Sweetwater Sound, Inc.	Refund Returned Merchandise	Ret. Merch.	-107.99
06/26/2024	FlowRoute.com	Jun. Phone/on Acct	on Acct	16.67
06/27/2024	USPS	Jun. Postage	Postage	48.40
May 30 - Jun 27, 24				<u>8,997.78</u>

IFLS Library System Check Register

Date	Num	Name	August 2024	Memo	Amount
Aug 24					
08/01/2024	Auto Pay	Delta Dental	Aug. '24 Vision		-62.02
08/08/2024	Auto Pay	AT&T	Jul. Phone/Fax Line		-20.55
08/10/2024	Auto Pay	Kwik Trip, Inc.	July Gas		-70.88
08/15/2024	Auto Pay	Xcel Energy	06/25-07/25Gas & Electric Svc		-533.12
08/21/2024	Auto Pay	Associated Credit Card	Jul. Credit Card *see attached		-5,792.78
08/22/2024	Auto Pay	Lumen	Aug. Phone		-1.44
08/23/2024	Auto Pay	Employee Trust Funds, Dept of	Sept. '24 Health Ins.		-21,422.78
08/07/2024	WIRE	Wisconsin Deferred Comp. Program	P/R#16		-1,460.00
08/14/2024	WIRE	Internal Revenue Service	P/R#16		-8,166.24
08/15/2024	WIRE	Wisconsin Department of Revenue	P/R#15		-1,423.61
08/30/2024	WIRE	Wisconsin Retirement System	Jul. WRF		-11,062.96
08/31/2024	WIRE	Wisconsin Department of Revenue	P/R#16		-1,429.71
08/07/2024	DD2941-2959	IFLS Staff	Direct Deposit		-25,301.11
08/21/2024	DD2960-2977	IFLS Staff	Direct Deposit		-24,943.59
08/28/2024	ADJ012086	Internal Revenue Service	P/R#17		-8,066.98
08/21/2024	ADJ012087	Wisconsin Deferred Comp. Program	P/R#17		-1,460.00
08/05/2024	43354	Brue, Mary Ellen	Board Mileage-Amery Lib.		-32.16
08/05/2024	43355	Center For Independent Living Western Wi	Assessments/Somerset Pub. Lib.		-1,018.48
08/05/2024	43356	Culligan	Aug. Service		-99.95
08/05/2024	43357	Daus, Jan	Board Mileage-Amery Lib.		-111.22
08/05/2024	43358	Duerkop, Sue	Board Mileage-Amery Lib.		-24.12
08/05/2024	43359	EO Johnson Co.	4/20-7/19/24 Overage Charge		-6.53
08/05/2024	43360	Fuller, Adam	Board Mtg. Travel/Laptop Bag		-133.46
08/05/2024	43361	Jensen, Brad	Tech. Support/Mult. Libs.		-56.91
08/05/2024	43362	Krueger, Barb	Training-Hawkins-Mileage Jan.-Jun.		-928.62
08/05/2024	43363	L.E. Phillips Memorial Public Library	2nd Qtr Contract Payment		-5,750.00
08/05/2024	43364	Langby, Leah	IFLS Board Meeting-Amery		-85.49
08/05/2024	43365	Maug Cleaning Solutions, Inc.	07/01/24-07/28/24 Cleaning Service		-382.00
08/05/2024	43366	OCLC, Inc	Jul. Net OCLC Fees		-15.52
08/05/2024	43367	Pavelski, Jackie	Board Mileage-Amery Lib.		-101.84
08/05/2024	43368	Season 2 Season	June Mowing		-165.00
08/05/2024	43369	Securian Financial Group, Inc.	Sept.. Life Ins.		-428.14
08/05/2024	43370	Setter, Kathy	Training-Hawkins-Mileage Apr.-Jun.		-1,356.08
08/05/2024	43371	Waltco Inc.	Aug. Del. Serv.		-32,625.71
08/05/2024	43372	Wisconsin Library Association	Legislative Advocate Fee		-1,650.00
08/05/2024	43373	Woodruff, Julie	Board Mileage-Amery Lib.		-97.82
08/05/2024	43374	Woodville Public Lib	LSTA/ Play Make Learn Conf.-K. Magnuson		-703.18
08/05/2024	43375	L.E. Phillips Memorial Public Library	MORE/2nd Qtr High Demands		-1,037.59
08/05/2024	43376	Marcive, Inc.	MORE/Jul. Database Maint.		-233.82
08/05/2024	43377	OverDrive, Inc.	HighDemand/Jul. Advantage		-11,812.30
08/05/2024	43378	Rooney Printing Co.	MORE/5K Brochures		-875.00
Aug 24 Total					-170,948.71

IFLS Library System
ASSOCIATED Credit Card Transaction Detail Report
 Electronic Auto Pay (08/21/2024)

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Num</u>	<u>Amount</u>
Jun 28 - Jul 29, 24				
06/28/2024	FlowRoute.com	Jul. Phone/on Acct	on Acct	50.00
07/01/2024	Menards	Maint. /48" Bulbs	Maint. Supl	43.33
07/01/2024	UW - Eau Claire	Printing-MORE/IFLS Posters	365606	1,517.73
07/02/2024	Dell Marketing L.P.	5550 Laptop	IFLS Comp	980.00
07/02/2024	Dell Marketing L.P.	24" Monitor	IFLS Comp	98.60
07/04/2024	Dell Marketing L.P.	Billable/Somerset-5550 Laptop	Comp Equip	917.74
07/04/2024	CDW-G	Billable/Somerset-Brother Printer	Comp Equip	155.19
07/05/2024	GFL Environmental	Jul. Garbage	729705	40.88
07/10/2024	Divi-Bars	Websites/Divi Bars Subscript	Renewal	15.00
07/12/2024	FlowRoute.com	Jul. Phone/on Acct	on Acct	50.00
07/13/2024	Dell Marketing L.P.	Billable/Elmwood-24" Monitor	Comp Equip	98.60
07/13/2024	Dell Marketing L.P.	Billable/Elmwood-Monitor Stand	Comp Equip	62.69
07/13/2024	Dell Marketing L.P.	Billable/Elmwood-Optiplex Micro PC	Comp Equip	700.00
07/17/2024	Target	Labels-IFLS Poster	Labels	5.90
07/18/2024	Festival Foods	Meeting Supplies-Pop	Supplies	41.64
07/18/2024	USPS	Jul. Postage	Postage	38.34
07/20/2024	American Library Association	Webinar-Steamng Video Apps for Libs.	Webinar	71.10
07/23/2024	Turtleback Golf & Country Club	Workshop-Oct. 15 Deposit	Wrkshp	103.99
07/24/2024	Misc Restaurants	Board Meeting Lunch-J.Thompson/A. Fuller	Mtg. Lunch	49.23
07/24/2024	American Library Association	ALA 2024 Core Forum-J. Thompson	Conf Reg	329.00
07/25/2024	Assoc of Rural & Small Libraries (ARSL)	ARSL Workshop-Virtual Conference	ARSL WRKSHP	80.00
07/26/2024	FlowRoute.com	Jul. Phone/on Acct	on Acct	50.00
07/26/2024	Menards	Seed/Garden Hose	Maint. Supl	139.74
07/26/2024	First Choice	Old Bulbs/Recycling Fee	Recycling	83.50
07/27/2024	Quill Corporation	Office Supplies-Paper Towels	39717865	70.58
Jun 28 - Jul 29, 24				5,792.78

**IFLS Library System
Balance Sheet
As of August 31, 2024**

035-24

	<u>IFLS</u>	<u>MORE</u>	<u>2024 TOTAL</u>	<u>2023 TOTAL</u>
ASSETS				
Current Assets				
Checking/Savings				
1010 · Bank Mutual - Ecomm Checking	24,325.78		24,325.78	20,683.89
1040 · Bank Mutual - Checking	73,198.54		73,198.54	73,106.79
1050/1106 · Investments/Bank Mutual & States PIF	1,531,077.99	533,474.89	2,064,552.88	1,730,762.08
Total Checking/Savings & Investments	<u>1,628,602.31</u>	<u>533,474.89</u>	<u>2,162,077.20</u>	<u>1,824,552.76</u>
Accounts Receivable				
1200 · Accounts Receivable	16,152.96		16,152.96	18,743.33
Total Accounts Receivable	<u>16,152.96</u>	<u>0.00</u>	<u>16,152.96</u>	<u>18,743.33</u>
Other Current Assets				
1110 · Petty Cash Funds	75.00		75.00	75.00
1150 · Prepaid Insurance	2,440.00		2,440.00	2,028.58
1499 · Undeposited Funds	3,587.05		3,587.05	3,936.96
1508/1509 · 2024-2025 Prepaid Expenses	36,677.85		36,677.85	35,468.78
Total Other Current Assets	<u>42,779.90</u>	<u>0.00</u>	<u>42,779.90</u>	<u>41,509.32</u>
Total Current Assets	<u>1,687,535.17</u>	<u>533,474.89</u>	<u>2,221,010.06</u>	<u>1,884,805.41</u>
TOTAL ASSETS	<u><u>1,687,535.17</u></u>	<u><u>533,474.89</u></u>	<u><u>2,221,010.06</u></u>	<u><u>1,884,805.41</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	43,767.66	7,108.36	50,876.02	29,609.12
2011 · Credit Card - Associated	0.00		0.00	3,376.79
Total Accounts Payable	<u>43,767.66</u>	<u>7,108.36</u>	<u>50,876.02</u>	<u>32,985.91</u>
Other Current Liabilities				
2100 · Payroll Liabilities	1,413.61		1,413.61	1,326.12
2101 · Payroll Liabilities-Other				150.00
2117 · Direct Deposit Liabilities	0.00		0.00	0.00
2201 · Accrued Payroll	0.00		0.00	0.00
2900 · Unavailable Revenue	0.00		0.00	0.00
Total Other Current Liabilities	<u>1,413.61</u>	<u>0.00</u>	<u>1,413.61</u>	<u>1,476.12</u>
Total Current Liabilities	<u>45,181.27</u>	<u>7,108.36</u>	<u>52,289.63</u>	<u>34,462.03</u>
Total Liabilities	<u>45,181.27</u>	<u>7,108.36</u>	<u>52,289.63</u>	<u>34,462.03</u>
Equity				
3000 · Equity/Reserves & Committed (Beginning of Year)	726,760.30	244,000.00	970,760.30	1,039,273.43
3000 · Equity/Uncommitted Funds (Beginning of Year)	60,252.00	87,703.24	147,955.24	0.00
Current Year Income Less Expense	855,341.60	194,663.29	1,050,004.89	811,069.95
Total Equity (End of Year)	<u>1,642,353.90</u>	<u>526,366.53</u>	<u>2,168,720.43</u>	<u>1,850,343.38</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,687,535.17</u></u>	<u><u>533,474.89</u></u>	<u><u>2,221,010.06</u></u>	<u><u>1,884,805.41</u></u>

IFLS Library System
Revenue and Expense Statement
 January through August 2024

	<u>Jan - Aug 24</u>	<u>Jan - Aug 23</u>
Ordinary Income/Expense		
Income		
5100 · Current Year State Aids	1,649,709.00	1,499,825.00
5200 · Interest Income/General Funds	83,553.98	66,870.62
5263 · MORE Management Income	326,434.00	297,668.00
5264 · Catalog/Processing Income	91,159.00	83,879.95
5280 · Technology Income	2,511.59	1,766.27
5300 · Miscellaneous Income	1,314.21	295.79
Total Income	<u>2,154,681.78</u>	<u>1,950,305.63</u>
Expense		
6500 · Salaries/Wages & Benefits	921,297.68	883,286.90
6580 · Leave Payouts at Retirement	7,523.08	26,394.79
66900 · Reconciliation Discrepancies	0.00	0.41
8070 · New Furnishings/Equipment <\$500	1,955.00	946.33
8530 · Bank & Direct Deposit Fees	0.00	1.45
8540 · Annual Audit	9,545.00	8,740.00
8620 · Collection/Electronic Resources	30,479.53	29,466.94
8630 · Wis Pub Lib Consortium Membshp	7,848.00	6,953.00
8670 · Professional Memberships	1,244.30	2,564.76
8690 · Librarian Prof. Development	7,288.04	1,666.34
8700 · CE/Collaboration Projects	539.12	303.03
8714 · Accessibility Audits	3,854.30	3,389.55
8720 · IFLS Staff Dvlpmt & Prof Mtgs	5,681.03	10,334.38
8735 · Library Consulting Expenses	892.00	832.00
8740 · Field Visits	1,997.05	3,362.81
8741 · Field Visits - Tech Support	127.30	106.68
8755 · Programming Kits	594.21	237.68
8812 · ILL Fees & Verification Sources	3,416.56	7,911.19
8850 · Delivery Service	223,556.71	212,953.81
8855 · Collection Dev Grant-LEPhillips	11,500.00	11,500.00
8864 · Wide-Area Network (WAN)	3,432.00	4,148.00
8890 · IFLS Contrib - MORE Operating	135,918.00	124,999.00
8898 · LEAN WI/Shared Tech WVLS	0.00	52,177.78
8950 · Campaign for Wisconsin Libs	1,650.00	1,800.00
8960 · Long Range Planning Meeting	103.99	272.17
8971 · Web Development	1,052.14	1,037.14
9010 · IFLS Committee Meetings	907.36	702.85
9020 · Professional Materials	979.47	932.87
9030 · Postage	347.84	717.02
9050 · Telephone	1,804.24	1,487.63

IFLS Library System
Revenue and Expense Statement
 January through August 2024

	<u>Jan - Aug 24</u>	<u>Jan - Aug 23</u>
9060 · Supplies	3,460.64	4,228.65
9080 · Marketing & Advocacy PR	1,557.05	13.69
9123 · Building Overhead Expenses	12,719.78	13,403.95
9140 · Photocopier Costs	469.44	1,497.12
9160 · Computers	2,901.46	7,452.96
9190 · System Vehicle Expenses	1,482.03	1,770.34
9220 · Insurance	5,396.58	5,058.79
9240 · Contingency	1,387.33	333.92
Total Expense	<u>1,414,908.26</u>	<u>1,432,985.93</u>
Net Ordinary Income	739,773.52	517,319.70
Pass-thru Income/Expense		
Pass-thru Income		
5474 · LSTA 2022 Income	0.00	35,988.15
5475 · LSTA 2023 Income	0.00	139,683.57
5476 · LSTA 2024 Income	148,805.09	0.00
5620 · Shared Cataloging Svc Income	248.29	0.00
5670 · MORE Shared System Income	1,038,445.00	958,827.00
5702 · Billable Project Income	131,975.07	122,634.02
Total Pass-thru Income	<u>1,319,473.45</u>	<u>1,257,132.74</u>
Pass-thru Expense		
8830 · Shared Cataloging Service	3.67	0.00
8940 · Projects Billable to Libraries	118,863.16	97,817.82
9500 · MORE Shared Automation Expenses	863,853.09	822,417.28
9980 · LSTA 2022 Grant Expenses	0.00	35,974.20
9981 · LSTA 2023 Grant Expenses	18,420.28	7,173.19
9982 · LSTA 2024 Grant Expenses	8,101.88	0.00
Total Other Expense	<u>1,009,242.08</u>	<u>963,382.49</u>
Net Pass-thru Income	<u>310,231.37</u>	<u>293,750.25</u>
Net Income	<u><u>1,050,004.89</u></u>	<u><u>811,069.95</u></u>

IFLS Library System

Annual Budget vs. Actual Income and Expense

January through August 2024

	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5100 · Current Year State Aids	1,649,709.00	1,649,709.00	0.00	100.0%
5200 · Interest Income/General Funds	83,553.98	8,000.00	75,553.98	1,044.43%
5263 · MORE Management Income	326,434.00	489,650.00	-163,216.00	66.67%
5264 · Catalog/Processing Income	91,159.00	88,100.00	3,059.00	103.47%
5280 · Technology Income	2,511.59	6,000.00	-3,488.41	41.86%
5300 · Miscellaneous Income	1,314.21	200.00	1,114.21	657.11%
5500 · Shared Wage Income	0.00	48,074.00	-48,074.00	0.0%
Total Income	2,154,681.78	2,289,733.00	-135,051.22	94.1%
Expense				
6500 · Salaries/Wages & Benefits	921,297.68	1,536,628.00	-615,330.32	59.96%
6580 · Leave Payouts at Retirement	7,523.08	6,000.00	1,523.08	125.39%
66900 · Reconciliation Discrepancies	0.00			
8070 · New Furnishings/Equipment <\$500	1,955.00	2,000.00	-45.00	97.75%
8530 · Bank & Direct Deposit Fees	0.00	2,000.00	-2,000.00	0.0%
8540 · Annual Audit	9,545.00	9,000.00	545.00	106.06%
8620 · Collection/Electronic Resources	30,479.53	53,000.00	-22,520.47	57.51%
8630 · Wis Pub Lib Consortium Membshp	7,848.00	7,715.00	133.00	101.72%
8670 · Professional Memberships	1,244.30	6,100.00	-4,855.70	20.4%
8690 · Librarian Prof. Development	7,288.04	12,050.00	-4,761.96	60.48%
8700 · CE/Collaboration Projects	539.12	1,150.00	-610.88	46.88%
8714 · Accessibility Audits	3,854.30	5,950.00	-2,095.70	64.78%
8716 · Community Engagement Support	0.00	8,000.00	-8,000.00	0.0%
8720 · IFLS Staff Dvlpmnt & Prof Mtgs	5,681.03	16,000.00	-10,318.97	35.51%
8735 · Library Consulting Expenses	892.00	1,700.00	-808.00	52.47%
8740 · Field Visits	1,997.05	8,000.00	-6,002.95	24.96%
8741 · Field Visits - Tech Support	127.30	1,000.00	-872.70	12.73%
8755 · Programming Kits	594.21	600.00	-5.79	99.04%
8812 · ILL Fees & Verification Sources	3,416.56	11,000.00	-7,583.44	31.06%
8850 · Delivery Service	223,556.71	380,613.00	-157,056.29	58.74%
8855 · Collection Dev Grant-LEPhillips	11,500.00	23,000.00	-11,500.00	50.0%
8864 · Wide-Area Network (WAN)	3,432.00	3,432.00	0.00	100.0%
8890 · IFLS Contrib - MORE Operating	135,918.00	135,000.00	918.00	100.68%
8898 · LEAN WI/Shared Tech WVLS	0.00	65,100.00	-65,100.00	0.0%
8950 · Campaign for Wisconsin Libs	1,650.00	1,600.00	50.00	103.13%
8960 · Long Range Planning Meeting	103.99	500.00	-396.01	20.8%
8971 · Web Development	1,052.14	1,100.00	-47.86	95.65%
9010 · IFLS Committee Meetings	907.36	1,800.00	-892.64	50.41%
9020 · Professional Materials	979.47	1,500.00	-520.53	65.3%

IFLS Library System

Annual Budget vs. Actual Income and Expense

January through August 2024

	Jan - Aug 24	Budget	\$ Over Budget	% of Budget
9030 · Postage	347.84	1,000.00	-652.16	34.78%
9050 · Telephone	1,804.24	3,960.00	-2,155.76	45.56%
9060 · Supplies	3,460.64	6,500.00	-3,039.36	53.24%
9080 · Marketing & Advocacy PR	1,557.05	2,000.00	-442.95	77.85%
9123 · Building Overhead Expenses	12,719.78	26,130.00	-13,410.22	48.68%
9140 · Photocopier Costs	469.44	900.00	-430.56	52.16%
9160 · Computers	2,901.46	6,900.00	-3,998.54	42.05%
9190 · System Vehicle Expenses	1,482.03	3,700.00	-2,217.97	40.06%
9220 · Insurance	5,396.58	6,225.00	-828.42	86.69%
9240 · Contingency	1,387.33	500.00	887.33	277.47%
9245 · Capital Expenditures	0.00	20,000.00	-20,000.00	0.0%
Total Expense	1,414,908.26	2,379,353.00	-964,444.74	59.47%
Net Ordinary Income	739,773.52	-89,620.00	829,393.52	
Pass-thru Income/Expense				
Pass-thru Income				
5476 · LSTA 2024 Income	148,805.09			
5620 · Shared Cataloging Svc Income	248.29			
5670 · MORE Shared System Income	1,038,445.00	906,426.00	132,019.00	114.57%
5702 · Billable Project Income	131,975.07			
Total Pass-thru Income	1,319,473.45	906,426.00	413,047.45	145.57%
Pass-thru Expense				
8830 · Shared Cataloging Service	3.67			
8940 · Projects Billable to Libraries	118,863.16	150,000.00	-31,136.84	79.24%
9500 · MORE Shared Automation Expenses	863,853.09	1,061,426.00	-197,572.91	81.39%
9981 · LSTA 2023 Grant Expenses	18,420.28			
9982 · LSTA 2024 Grant Expenses	8,101.88			
Total Pass-thru Expense	1,009,242.08	1,211,426.00	-202,183.92	83.31%
Net Pass-thru Income	310,231.37	-305,000.00	615,231.37	
Net Income	1,050,004.89	-394,620.00	1,444,624.89	

My Online Resource (MORE)
Balance Sheet
As of August, 2024

	MORE
ASSETS	
Current Assets	
1105 · Investment Funds - MORE	\$ 533,474.89
1200-1 · Accts Receivable-MORE	-
1508-1 · 2023 Prepaid Expense-MORE	
TOTAL ASSETS	\$ 533,474.89
 LIABILITIES & EQUITY	
Liabilities	
2000-1 · Accounts Payable-MORE	7,108.36
Total Liabilities	7,108.36
Equity	
MORE Reserved Fund Balance on 1/1/2024	224,000.00
MORE Committed Fund Balance on 1/1/2024	20,000.00
MORE Uncommitted Fund Balance on 1/1/2024	87,703.24
Current Year Income less Expense	194,663.29
Total Equity/MORE Fund Balance	526,366.53
 TOTAL LIABILITIES & EQUITY	\$ 533,474.89

IFLS Library System
Revenue less Expense - MORE
 January through August 31, 2024

	July - Aug '24	July- Aug '23
MORE Income/Expense		
MORE Income		
5670 · MORE Shared System Income		
5670-1 · MORE Start-up Income		18,200.00
5670-2 · MORE Operating Income	1,038,445.00	940,627.00
Total MORE Income	1,049,345.00	958,827.00
MORE Expense		
9500 · MORE Shared Automation Expenses		
9500-11 · MORE/IFLS Management Charges	326,434.00	297,668.00
9500-12 · MORE/III Annual Maintenance	161,052.97	153,572.50
9500-16 · MORE/Bibliographic Utility	1,185.68	0.00
9500-19 · MORE/Contingency	219.00	5,219.00
9500-22 · MORE/High-demand Hold Project	4,344.39	4,741.18
9500-25 · MORE/Subscps/Lib Elf, Novelist , Covers	11,131.73	10,799.16
9500-24 · MORE/Conferences	3,858.09	6,390.95
9500-31 · MORE/New Products/	3,300.00	6,600.00
9500-44 · MORE/Decision Center	35,822.64	34,444.85
9500-32 · MORE/Mgmt Team Training	0.00	840.00
9500-38 · MORE/Systemwide OCLC	42,783.39	42,180.77
9500-4 · MORE/New Participant Expenses	0.00	707.57
9500-40 · MORE/Overdrive Content	39,517.15	35,968.73
9500-46 · MORE/Electronic Periodicals	12,896.47	7,355.00
9500-48 · MORE/i-Tiva Telephony Subscription	11,918.76	11,460.35
9500-50 · MORE Discovery/Online Catalog	51,435.22	49,937.11
9500-51 · MORE Discovery/BiblioApps	12,963.26	12,588.73
9500-53 · MORE/Database Quality Control	0.00	0.00
9500-5 · MORE/Publicity	222.11	3,837.64
9500-6 · MORE/Database Cleanup/Maint	3,449.85	4,798.03
9500-8 · MORE/Host Site Costs	0.00	3,500.00
9500-41 · MORE/E-Content	134,866.00	129,774.00
Total 9500 · MORE Shared Automation Expenses	857,400.71	822,383.57
Total MORE Expense	857,400.71	822,383.57
Year-to-date MORE Income less Expense	194,663.29	134,770.94
Plus 12/31/23 MORE Uncommitted Fund Balance	87,703.24	
Plus 12/31/22 MORE Reserve/Committed Balance	244,000.00	
MORE Fund Balance	526,366.53	

LEAN WISCONSIN

Budget Report - July 2024

Account #	Account	Appropriation	Curr. Dist.	Total Dist.	Receipts/Reimb.	Balance
6-6100	HR - SALARIES/WAGES	\$63,807.00	\$0.00	\$0.00	\$0.00	\$63,807.00
6-6130	HR - BENEFITS and OTHER	\$23,600.00	\$0.00	\$0.00	\$0.00	\$23,600.00
6-6210	LICENSING AND SERVICES	\$200,658.00	\$2,764.47	\$18,088.46	\$0.00	\$182,569.54
6-6250	TRAVEL	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00
6-6290	INSURANCE	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
6-6360	MAINTENANCE	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00
6-6650	LIFECYCLE \ LONG RANGE	\$70,558.40	\$0.00	\$0.00	\$0.00	\$70,558.40
6-6800	CAPITAL	\$0.00	\$0.00	\$66,373.72	\$0.00	(\$66,373.72)
TOTAL		\$372,723.40	\$2,764.47	\$84,462.18	\$0.00	\$288,261.22
Beginning July 2024 Balance		\$479,701.16		Beginning 2024 Balance		\$508,182.32
	Receipts\Transfers - Partner Shares	\$41,010.00			Receipts - Partner Shares	\$69,050.00
	Receipts - CPA	\$0.00			Receipts - CPA	\$779.65
	Transfers - Expenses to 3-Grants	\$0.00			Transfers - Expenses to 3-Grants	\$28,151.70
	Expenditures - 2024 Budget	(\$2,764.47)			Expenditures - 2024 Budget	(\$18,088.46)
	Expenditures - 2024 New/Unplanned	\$0.00			Expenditures - 2024 New/Unplanned	(\$70,128.52)
Ending July 2024 Balance		\$517,946.69		2024 Year to Date Balance		\$517,946.69
Segregated Monies - Grants Awarded				Realized Technology Grant Transfers		
Account #	Name	Balance		Account #	Name	Balance
3-2024-251	LSTA '23-'24 Sparsity 77,028	\$ -		3-2024-251	LSTA '23-'24 Sparsity	\$ 77,028.00
3-2025-251	LSTA '24-'25 Sparsity	\$ 67,243.82		3-2025-251	LSTA '24-'25 Sparsity	\$ 10,784.18
Segregated Monies - Prepaid Services				Unrealized Receivables 6-0000-		
Account #	Description	Balance		Account #	Account	Balance
6-6210	CVTC RDC Rack 2	\$ 17,235.97		100	Partner Shares	\$ 136,417.00
	May Q3 Invoice: \$ 2,879.75			100	HR Shares	\$ 87,407.00
	July Q4 Invoice: \$ 2,873.75			201	CPA (enc 2024&prev)	\$ 523.35
				201	CPA (due future years)	\$ 1,624.00
Lifecycle Reserves				YTD Operating Summary		
Account #	Account	Balance		Begining Balance		\$ 508,182.32
6-6650	Core Infrastructure	\$ 242,800.00		Encumbrances		\$ -
6-6650	Licencing & Svcs	\$ 23,700.00		Receipts		\$ 69,829.65
6-6650	Infrastructure & Core Svc - IFLS	\$ 17,220.00		Expenses		\$ (88,216.98)
6-6650	Infrastructure & Core Svc - NWLS	\$ 11,784.00		Transfers		\$ 28,151.70
6-6650	Infrastructure & Core Svc - WVLS	\$ 35,220.00		Reserves		\$ (374,443.00)
6-6650	Contingency - D/R	\$ 43,719.00		Balance		\$ 143,503.69

Agenda Items:

XII.* Personnel Committee Report Personnel Chair to provide recommendations. The committee will be meeting in the morning of the board meeting and will share their recommendation at the meeting.

- Wages and Benefits for 2024-2025 for IFLS Staff per recommendation from the IFLS Director
- Director's Salary for 2025

XIV.* 2024 Revised/2025 Preliminary IFLS and MORE Budget

The draft budget will have a placeholder recommendation for wages. If the Personnel Committee approves a different recommendation to the IFLS Board, it will impact the budget draft contained in your packet.

Significant Changes or New Budget Items

Line 19.5 Employee assistance program for IFLS staff and individuals from member libraries. This continues our support of libraries where we might lack staff expertise. Exact cost depends on number of participants.

Line 23 Electronic Resources – Additional databases TBD based on library needs

Line 25 and 31 – Increased due to increase in IFLS staff size and providing staff with the opportunity to participate in state and national professional development opportunities

Line 33 – Higher mileage reimbursement and additional staff traveling to meet with library staff

Line 44 – Includes our portion of the shared web position

XV.* IFLS/State Long Range Plan

The State plan format has been changed from years past but contains the same type of information as prior years. The focus has shifted slightly to be more forward-looking. The plan is enclosed without the budget numbers by program. We will complete the document once the budget has been approved and share it at our November meeting.

As part of the planning process, we surveyed library boards, directors, and staff for their input. Below are some of the comments included in the results.

Please describe your top service priorities for the IFLS Library System in 2025

- Assistance with Annual report; consultation/training on library funding, library law, and budget development. Coordination of advocacy efforts, and IT/database support. Continued training opportunities for all library staff.
- Know what other library systems and their libraries are doing, and bring this information back to us. This is how we get great ideas, and figure out partnerships to make them happen. 2. Talk to whoever will listen about the need for remodeled and new library spaces. The 4+ million dollar loans offered by the state had such a quick turnaround my village board just rolled their eyes and refused to apply. Incentive money of \$20,000 to pay for the application process would have made all the difference for us.
- Courier delivery; technical support through help desk; process archive on website, training webinars & opportunities on website; Director's Council hosting
- Providing shared databases such as Ancestry and Transparent Language, Providing computer tech help, Website hosting and help with website questions, MORE support
- Grant writing
- Ending the discrimination of LGBTQ+ children and families in our library system.
- Provide more DEI training for IFLS staff. Discrimination is not the personal problem or the sole responsibility of the person experiencing it. We are all responsible.
- Support continuing education for library staff, Coordinate interlibrary delivery, Manage ILS & ILL, Provide IT purchasing and support services, All of which you're excelling at now, btw.
- Collections sharing via courier/getting patrons the materials they need
- Customer Service, providing a welcoming and hospital environment to all, assisting needs of patrons in finding info, promoting our programs and community, technical assist on public computers, helping in their access and understanding of MORE and LIBBY. Morning delivery sort.

Please describe how IFLS Library System could better serve you in 2025

- Encourage professional development and compensation in tandem with cost of living!
- Different way to text notices, too many don't go through.
- Offer more professional development opportunities with busy directors in mind. Taking 100 one hour sessions and then documenting the same is inefficient and bothersome. Some folks sign up for a class just to avoid the process, but this is costly. Perhaps alternate 1-hour sessions with 3-hour to 5-hour sessions for those of us trying to catch up with our PD requirements!

- Continue to investigate and expand MORE e-resources, especially in the area of streaming movies.
- I like referencing the compiled resources on your website, like the sample policies and the courier packaging guidelines. Any additional resources are always helpful - as much as can be provided as a guide to all MORE libraries.
- Seek out and write grants for the library. This is time consuming and requires a special set of skills.
- Eliminate discrimination from our library system. Be transparent and raise awareness about which libraries are experiencing book challenges and which library boards have been taken over by trustees who discriminate against BIPOC and LGBTQ+ customers. Library advocacy and human rights advocacy are not two separate things.
- There are no support groups for LGBTQ+ staff and family members experiencing discrimination in our library system.
- You guys are doing pretty well IMO, honestly
- Strategic planning work is something I am about to embark upon, and will be asking IFLS for help!
- IFLS does a great job, we appreciate you!
- I think you are already doing a fantabulous job!
- Just keep on keeping up the great work!

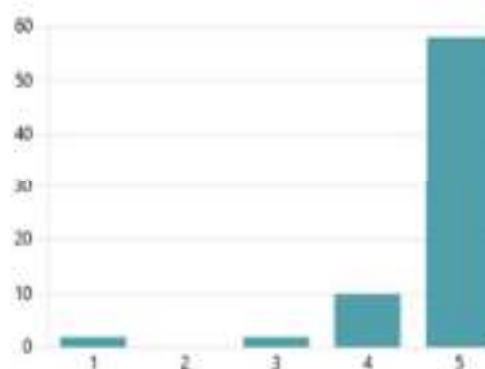
Additional comments you would like to share with IFLS staff:

- I think response time is tremendous, especially with the size of this library system. Thanks for all you do!
- Thank you for all that you do. You are wonderful to work with. We appreciate the support.
- I feel like Lori does a good job researching possible new services and apps, so we stay on top of things; John does a good job keeping an eye on the state-wide picture and empowering the team at IFLS; CABS is great; tech service is awesome... I don't have a complaint. The system runs pretty smoothly, considering we all hardly see each other :)
- Everyone has been extremely helpful and follows up with us regularly to assure everything is on track.
- I really appreciate IFLS staff helping with technology and MORE issues.
- I appreciate how fast IFLS staff always get back to me when I need something. It's rarely longer than one day, but sometimes within the hour!
- I am grateful to work in this system and to have IFLS staff on hand to support me. I get fast, quality responses to my questions, and I have staff reach out to me to check in regularly. You are all amazing.

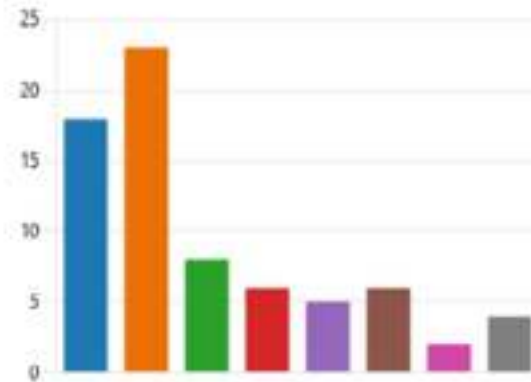
- I always appreciate the professionalism exhibited by IFLS staff. We are treated with kindness, support, and excellent customer service (or so it feels that way). Keep up the great work!
- It is incredibly top-down. Your voice matters in direct proportion to your position. Wages paid to staff across the system are not living wages and in no way reflect the difficulty of working in a public building, especially during the pandemic and ensuing culture wars. Pandemic-level stress never let up for many staff dealing with racism, anti-LGBTQ+ book challenges, etc.
- The discrimination of BIPOC and LGBTQ+ library customers is a system problem and you are the system. Be forthright and accountable! Do not hide behind local control and library law.
- Brad's help has been invaluable this year. His response time is amazing too.
- Leah is a valuable resource and a great communicator.
- I appreciate the marketing newsletter.
- If cost wasn't an issue it would be nice to do the library assistant workshop & director retreat day, every year rather than rotating every other year.
- Somehow, with 50+ libraries and all of their responsibilities, I have never once felt less than their top priority when I have reached out with a question.
- They're the most informed and supportive library system. They'll help with anything and everything in our libraries, however I don't know how well it's communicated to libraries that wide variety of services and expertise they have to share.
- I've met with two IFLS staff so far and they have been extremely helpful (Leah and Lori).

Please rate your satisfaction with the IFLS Library System

4.69
Average Rating



On Average, how often do you contact IFLS/MORE staff for assistance or consulting?



Please mark your position



XVI.* 2025 Resource Library Agreement

The payment and wording remain unchanged from the 2024 Resource Library Agreement. The L. E. Phillips Memorial Public Library Board have the agreement on their agenda for the 19th.

Director's Report of Monthly Activities September 2024

Library Visits—Spent a day with my granddaughter visiting libraries in Chippewa and Dunn Counties. We ended up visiting 8 libraries in 1 Day. Here is a sampling of the visits.



Sand Creek



Colfax

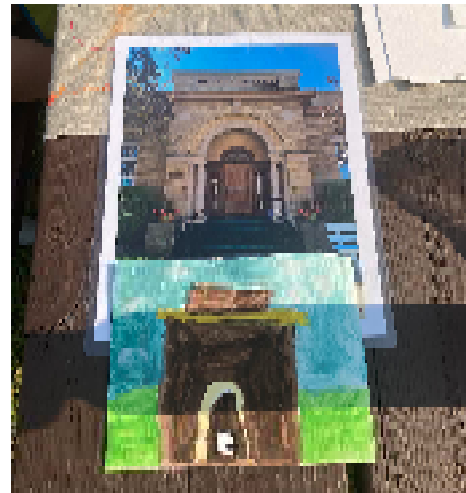


Bloomer



Cornell

Building Connections Campaign – D.R. Moon Library – I attended the kickoff of their public campaign for their library expansion/renovation project. The event was for all ages. I took my junior library assistant with me.



DPI Visit -- Nancy Kerr, L.E. Phillips Memorial Library Director and I met with Dr. Jill Underly, WI State Superintendent of Public Instruction and Mr. Josh Robinson, Assistant State Superintendent, Division for Academic Excellence on Thursday, September 12th. We answered some questions about library services while Nancy was providing a tour of the Eau Claire Library.

Consulting—Budget, Planning, Personnel, Space Planning, County Funding, Library Law, and Library Administration.

John Thompson (September 16, 2024)

IT Director Report

IFLS Board of Trustees, September 2024
Kris Schwartz, IT Director

Fairchild CINC connection

The Fairchild library will be added to the CINC network in the next few weeks as part of a bigger project to connect the Fairchild Fire Protection building and the Fairchild Community Center as well. Eau Claire County was able to use ARPA grant funding to get the fiber optics brought to these buildings and connect them to the CINC network. This will be a considerable increase in bandwidth for the library. The library currently has a CenturyLink connection providing about 20 Mbps download speeds and 0.5 Mbps upload, the new CINC connection will provide a 1 Gbps symmetrical (1024 Mbps) download and upload. This exponential increase in bandwidth will provide a stable high speed connection to the whole community through the public wifi the library provides.

Library Deep Freeze updates

Brad Jensen has been working with libraries to upgrade Deep Freeze to the newest version. Brad had found during testing that the current version of Deep Freeze we have been using has an issue with the upcoming Windows 11 major update 24h2. This Windows update will cause computers with the older version of Deep Freeze to become unresponsive after upgrading to Windows 11 update 24h2 requiring a full re-image to fix. Brad has been scheduling updates with the libraries after hours to limit downtime on the computers during business hours.

MORE Administrator's Report

Lori Roholt

September 2024 – IFLS Board of Trustees

2025 MORE budget

At their July meeting, MORE Directors Council approved a 2025 MORE budget covering the operating costs of MORE, as well as some shared electronic and other high-demand content. Each year, the consortium considers existing and new products and services to enhance users' access to shared resources and the library experience generally. The MORE budget is funded proportionally by member libraries and subsidized by IFLS.

Notable budget-related changes for 2025 include:

- A new 3-year agreement for Sierra maintenance and peripheral products
- A new text messaging service for patrons
- Eliminating Library Elf (custom notices product)
- A switch to cloud hosting services for Sierra, rather than local hosting
- An increase in OverDrive Advantage funding
- Eliminating Flipster (digital magazine product)

While the overall increase to the MORE budget was 7.88%, the average per-library increase was 4.2%.

MORE staffing changes

As we prepare for the year-end retirement of MORE's long-term Project Manager, Kathy Setter, I'm taking the opportunity to evaluate MORE's staffing structure to ensure that we can maintain a high level of service to member libraries while clarifying roles and maximizing staff strengths.

The current plan is for the MORE Project Manager role to be distributed among a new MORE Support Specialist position and a MORE Database Maintenance team. The Database Maintenance team, under the leadership of the Database Manager, will continue to provide MORE's centralized cataloging service, CABS.

Updated email circulation notices

Five volunteer libraries are testing out updated email circulation notices from Sierra using a platform called LX Starter. This is a new service available at no added cost with Sierra. So far, we've run into quite a few hurdles with this new product, but once issues are resolved and testing is complete, we'll begin working with other libraries to set up their modernized email circulation notices.

IFLS Library System Board of Directors

Library Development and Youth Services Coordinator's Report of Activities

Submitted by Leah Langby September 17, 2024

Continuing Education/Professional Development Highlights:

- August 14: Book repair workshop in Sand Creek 43 attended and response was positive.
- August 29 webinar: Creating the Annual Budget with John Thompson and Katelyn Noack, 21 attended, 4 have watched the recording so far
- September 13 webinar: Nonfiction Is Non-Negotiable: Why Nonfiction Books Are Important to Public Library Collections with Barbara Alvarez. 50 attended, 10 watched recording so far.
- Adult, Director, and Youth Services check-ins continue, in September we had a joint debrief about the summer with youth services librarians from both IFLS and our neighboring system the Wisconsin Valley Library Services. We plan to do a combined check-in once or twice a year.
- Trustee Training Week, sponsored by all Wisconsin Systems was very well attended this year. Interested in recordings? You can find them here: <https://www.wistrusteetraining.com/archive>
- You can see the current list of offerings on the [IFLS Calendar](#), and more will be added as they are confirmed. Planning continues for 2025 offerings.

Consulting highlights

- Met with new youth services librarians in New Richmond, Augusta
- New director orientations with Altoona and Barron directors
- Consulting highlights: hiring new YS librarians, director certification, resources for formerly incarcerated individuals, collection development
- Started posting in Youth Services Blog again

Scholarships

- Summer scholarships completed so far:
 - 2 people (from Amery and Hudson) taking the University of Wisconsin iSchool's *Strategies for Supervising Part-Time Employees*. One comment about a take-away:
 - Allow enough time for training new staff, and let them train with more than just one person so they gain the insights and tips from others already working the position they will be working in. Train at a pace that is not overwhelming, and include specialized / detailed trainings over the next 6 months to year.
 - 1 person (from Woodville) attending the Play Make Learn Conference in Madison (July 16-18). One comment:
 - "I really enjoyed...approaches to play that allow a storyteller to include their audience in the story."
 - 2 people (from Amery and Barron) received assistance for travel and hotel rooms to enable them to attend a statewide DPI-sponsored workshop for new youth services librarians and school librarians.
 - "One session was about compassion resilience, or how to prevent emotional burnout...it was interesting and gave me ideas on warning signs to look out for in my attitudes and behaviors."
- Fall scholarship offerings have been announced, deadline extended for the Wisconsin Library Association Conference scholarships—more information next time!

Resource Sharing and Collection Consultant's Report

Cecelia Cole, September 2024 - IFLS Board of Trustees

Project Highlights:

- **Collection Development Webinar Series:** Leah Langby and I have been working on a three-part webinar series for library staff with a focus on adult nonfiction collection development. The first of the webinars was held in September with two more coming in October:
 - [Nonfiction is Non-Negotiable: Why Nonfiction Books Are Important to Library Collections](#)
 - [Adult Nonfiction Selection, Weeding, and Evaluation: Tips, Tricks, and Techniques from IFLS Librarians](#)
 - [Exploring Nonfiction Collection Development with IFLS](#)
- **Upcoming projects:**
 - Updated sample collection development policy for member libraries
 - ILL training module on out-of-system courier preparation
 - Staff training resources on OverDrive e-materials: selection process, licensing, navigating patron expectations

Consultation Highlights:

- **E-Materials Contributions & Purchasing:** Milltown PL, August 2024
- **E-Materials Contributions & Purchasing:** Bloomer PL, September 2024
- **E-Materials Contributions and Patron Communication:** New Richmond PL, September 2024

Committee Meetings:

- **WISCAT User Group:** September 2024

Professional Development:

- **Webinar:** *Developing the Adult Nonfiction Collection* – ALA E-Learning, August 2024
- **Webinar:** *I Stream, You Stream: Offering Customizable Streaming Apps for Checkout* – ALA E-Learning, August 2024
- **Web Conference:** *Tech Days Wisconsin Libraries 2024* (emphasis on Artificial Intelligence in Libraries) – September 2024

Other Updates:

- **E-Resource updates:**
 - **New Badgerlink Resources:** [Badgerlink](#), Wisconsin's online library, has procured a number of [new databases](#) available to Wisconsin libraries, schools, and residents, including: [ChiltonLibrary \(auto repair\)](#), [Home Improvement Source](#), [Hobbies & Crafts Source](#), among others.
 - **New Online Resources Landing Pages on Library Websites:** The website management team, lead by Erica Brewster and Brendan Tuckey, have completed a new landing page for e-resources on library websites. The landing page includes new buttons and links to popular state-wide, system-wide, and open-source online resources available to libraries. The new layout will streamline front-end access for patrons and library staff, and back-end management for the web management team. An example from Cumberland's new page can be viewed [here](#).

Public Services Consultant Report

Katelyn Noack

I. Consulting

Strategic Planning – Augusta (meetings and focus groups), Somerset (review and revise action steps), and St. Croix Falls (survey creation), Durand (starting the process)

Personnel/Hiring - Consulted with Leah, who was helping Prescott

Administration/Ch. 43 – Plum City (board composition)

Annual Budget – Bloomer (general help)

II. Library Visits

Augusta – Focus Groups (08/07 and 08/15), Board of Trustees Meeting (08/19)

Ogema – New Director Visit (09/04)

Bloomer – Staff Planning (09/11)

Durand – Strategic Planning Preparation (09/16)

III. Collaborations/Adult Services

Conducted an adult services check-in with Leah which had good attendance! They gave us feedback on resources that would help them, and there will be another check-in in December. John and I did a budgeting webinar and follow-up Q&A session for libraries.

IV. Committee Meetings

WPLC Board Meeting (08/05)

Adult Services Check-In (08/13)

Director Check-In (08/16)

WPLC Delivery Workgroup (09/06)

WPLC Technology Backup Committee (09/09)

WISL Board Meeting (Wisconsin Small Libraries, a section of WLA) (09/09)

COLAND Meeting (09/13)

Library Workforce Development Meeting (09/24)

V. Delivery

Bin Washing Week was August 5-9. During this time, we ask libraries to clean the Waltco bins in their possession, which helps them to last longer and keep materials from becoming dirty or damaged in transit. Here are some fun pictures sent in by libraries:



IFLS Library System 2024 Revised/2025 Estimated Budget

Line #	Staff Line Item	2024 Budget	2024 Budget Revised (Sept)	2025 Budget Estimates	Notes
1	Current Year Income				
2	AF 5100 · Current Year State Aids	1,649,709.00	1,649,709.00	1,799,593.00	
3	AF 5200 · Interest Income	8,000.00	100,000.00	8,000.00	
4	AF 5263 · MORE Management Income	489,650.00	489,650.00	532,684.00	
5	AF 5264 · Catalog/Processing Svc Inc	88,100.00	88,100.00	100,275.00	
6	AF 5280 · Technology Income	6,000.00	6,000.00	6,000.00	
7	AF · Shared Wage Income	48,074.00			
8	AF 5300 · Miscellaneous Income	200.00	200.00	500.00	
9	Total Income	2,289,733.00	2,333,659.00	2,447,052.00	
10	Current Year Expenses				
14	AF Total 6500-60 · Salaries/Fringes	1,536,628.00	1,449,799.00	1,593,827.00	
15	AF 6580 · Leave Payouts @ Retirement	6,000.00	7,523.00	15,000.00	
	LL · Employee Assistance Program			12,000.00	Pilot Program for consulting/coaching for libraries directors/supervisors for personnel related questions
16	JG 8070 · New Furnishings/Equipment <\$500	2,000.00	3,000.00	2,000.00	2024 Revised-Sound System
17	AF 8530 · Bank fees, QBooks/Direct Dep	2,000.00	2,000.00	2,000.00	
18	AF 8540 · Annual Audit	9,000.00	9,545.00	9,545.00	
19	CC 8620 · Collection/Electronic Resources	32,000.00	30,500.00	32,500.00	Est. 6% Increase
20	CC 8620-1 · Coll/Electronic Resources	21,000.00	21,000.00	50,000.00	Est. New Electronic Resource
21	CC 8630 · Wis Pub Lib Consortium Memb	7,715.00	7,850.00	8,500.00	Est. Increase
22	JT 8670 · Professional Memberships	6,100.00	6,100.00	9,000.00	
23	LL 8690 · Librarian Professional Development	12,050.00	14,000.00	15,200.00	Increase Support for Training/Workshops
24	LL 8700 · CE Colaboration Projects	1,150.00	1,150.00	850.00	
27	LL 8714 · Accessibility Audits	5,950.00	5,200.00	5,830.00	
28	KN 8716 · Comm/Lib Engagement Support	8,000.00	8,000.00	8,000.00	
29	JT 8720 · IFLS Staff Dvlpmt & Prof Mtgs	16,000.00	20,000.00	25,000.00	Staff Development on Adult Educ. & Neuroinclusive Training
30	JT 8735 · Library Consulting Expenses	1,700.00	1,700.00	1,700.00	
31	JT 8740 · Field Visits	5,000.00	5,000.00	6,000.00	
32	LR 8740-1 · MORE Training Travel	3,000.00	3,000.00	5,000.00	Anticipating MORE Support Specialist's Travel Needs
33	KS 8741 · Field Visits - Tech Support	1,000.00	1,000.00	1,000.00	
34	LL 8755 · Programming Kits	600.00	600.00	900.00	
35	CC 8812 · ILL Fees & Verification Sources	11,000.00	10,100.00	11,500.00	Est. Increase
41	KN Total 8850 · Delivery Service	380,613.00	379,813.00	397,210.00	5.5% Est. Increase-Loss of LSTA Funding
42	JT 8855 · Collection Dev Grant-LEPhillips	23,000.00	23,000.00	23,000.00	
46	KS Total 8864 · Wide-Area Network (WAN)	3,432.00	3,432.00	3,432.00	

IFLS Library System 2024 Revised/2025 Estimated Budget

Line #	Staff Line Item	2024 Budget	2024 Budget Revised (Sept)	2025 Budget Estimates	Notes
47	AF 8890 · IFLS Contrib - MORE Operating	135,000.00	136,000.00	148,500.00	
48	KS 8898 · LEAN WI/Shared Tech WVLS	65,100.00	83,541.00	96,242.00	Adjusted for Shared Web Service Employee
49	JT 8950 · Campaign for Wisconsin Libraries	1,600.00	1,600.00	1,800.00	
50	JT 8960 · Long Range Planning Meetings	500.00	500.00	5,000.00	Planning Event
51	KS 8971 · Web Development	1,100.00	1,100.00	1,100.00	
56	JT Total 9010 · IFLS Committee Meetings	1,800.00	1,800.00	1,800.00	
60	JT Total 9020 · Professional Materials	1,500.00	2,000.00	2,500.00	
61	JG 9030 · Postage	1,000.00	1,000.00	1,000.00	
66	AF Total 9050 · Telephone	3,960.00	3,960.00	3,960.00	
70	Total 9060 · Supplies	6,500.00	6,400.00	6,500.00	
75	RK Total 9080 · Marketing & Advocacy	2,000.00	2,000.00	2,400.00	
87	AF Total 9123 · Building Overhead Expenses	26,130.00	24,500.00	25,000.00	
92	JG Total 9140 · Photocopier Costs	900.00	800.00	975.00	
96	KS Total 9160 · Computers	6,900.00	6,900.00	6,900.00	
101	AF Total 9190 · System Vehicle Expenses	3,700.00	3,800.00	3,800.00	
106	AF Total 9220 · Insurance	6,225.00	5,589.00	6,500.00	
107	JT 9240 · Contingency	2,000.00	4,000.00	5,000.00	
108	JT 9241 · Credit Card Reward Program	(1,500.00)	(1,500.00)	(1,500.00)	
109	AF 9245 · Capital	20,000.00	50,000.00	50,000.00	
110	Total Expense	2,379,353.00	2,347,302.00	2,606,471.00	
111	Net Ordinary Income	(89,620.00)	(13,643.00)	(159,419.00)	
112	Pass-thru Income/Expense				
113	Pass-thru Income				
114	5702 · Billable Project Income	150,000.00	150,000.00	150,000.00	
115	5620 · Catalog/Processing Svc Income				
116	LSTA and Other Grant Income				
117	Total Pass-thru Income	150,000.00	150,000.00	150,000.00	
118	Pass-thru Expense				
119	8940 · Projects Billable to Libraries	150,000.00	150,000.00	150,000.00	
120	8830 · Catalog/Processing Svc Expenses				
121	LSTA and Other Grant Expenses				
122	Total Pass-thru Expense	150,000.00	150,000.00	150,000.00	
123	Net Pass-thru Income	-	-	-	
124	Total Income less Expense	(89,620.00)	(13,643.00)	(159,419.00)	
125					
126	TOTAL IFLS Carryover Funds Beg of Year	765,250.00	675,630.00	661,987.00	
127					
128	Plus/Minus Net Income/Loss	(89,620.00)	(13,643.00)	(159,419.00)	

IFLS Library System 2024 Revised/2025 Estimated Budget

Line #	Staff Line Item	2024 Budget	2024 Budget Revised (Sept)	2025 Budget Estimates	Notes
129	Less Funds in Reserve (see below)	580,000.00	570,000.00	470,000.00	
133	IFLS Uncommitted Carryover End of Year	95,630.00	91,987.00	32,568.00	
134					
135	IFLS Reserve Funds at year end:				
136	Building/Land Reserves	65,000.00	65,000.00	65,000.00	
137	Shared System Startup Assistance	10,000.00			
138	Shared Svcs Prog/Bldg Expansion	50,000.00	50,000.00	50,000.00	
139	Vehicle Replacement	35,000.00	35,000.00	35,000.00	
140	Personnel	40,000.00	40,000.00	40,000.00	
141	WAN/Web Equipment Replacement	20,000.00	20,000.00	20,000.00	
142	System Equipment/Furnishings	20,000.00	20,000.00	20,000.00	
143	Computer Lab Replacement	10,000.00	10,000.00	10,000.00	
144	Technology Project/Billable Reserves	30,000.00	30,000.00	30,000.00	
145	Future Year Budgets	300,000.00	300,000.00	200,000.00	
146	IFLS Reserve Total	580,000.00	570,000.00	470,000.00	
147					
148					
149	MORE Carryover Beg of Year	331,704.00	311,704.00	291,704.00	
150	5670 · MORE Shared System Income	1,041,426.00	1,041,426.00	1,123,494.00	
152	9500 · MORE Shared Automation Exps	1,061,426.00	1,061,426.00	1,143,494.00	
153	MORE Net Income/Expense	(20,000.00)	(20,000.00)	(20,000.00)	
154	MORE Funds End of Year	311,704.00	291,704.00	271,704.00	



GENERAL INFORMATION

Library System

IFLS Library System

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

The system continues to seek ways to more effectively provide the highest quality services while trying to limit the amount of fees charged to our member libraries. Administration of libraries continues to increase in complexity and the pool of candidates for library director positions seems to be diminishing. The needs for consulting services and training have increased due to significant turnover in library staff positions in the past few years. We are also seeing an increase in the need to better inform and educate library trustees. Rapid growth in some areas of the system as well as aging facilities has increased the need for facilities consulting. This often requires a significant investment of consulting time. Libraries are needing help on advocating their value as well as their role in promoting learning/reading while supporting everyone's ability to access to materials/resources. IFLS continues to seek a balance between virtual services/support and the increased desire by some to return to in-person trainings and meetings. Both methods have their advantages and we seek to continue to provide high quality service to our member libraries. Impact on two regional hospital closures are unknown at this time. Concerns about insurance rates, access to local specialists, and other factors may impact system and library budgets.

Did the library system consult member libraries in the development of this plan?

Yes, the library system included member libraries in the development of this plan.

If yes, describe the planning environment and process for this system plan. Include how member libraries are involved in plan development and review:

IFLS conducted an IFLS Library System Plan: Member input survey in August of 2024. The survey was sent to member library directors, staff, and board members. We received 73 responses --35 from directors, 28 from staff, and 10 from board members. We asked the following questions: 1. Please describe your top service priorities for the IFLS Library System in 2025 2. Please describe how IFLS Library System could better serve you in 2025 3. Please rate your satisfaction with the IFLS Library System 4. Additional comments you would like to share with IFLS staff 5. On Average, How often do you contact IFLS/MORE staff for assistance or consulting? 6. Their position 7. If you'd like an IFLS staff person to follow up with you, please share your contact information We did not receive any requests for new service areas but some requests to enhance our current service offerings.

Does the library system have a formally appointed advisory committee under Wis. Stat. § 43.17(2m)?

Yes, the library system has a formally appointed advisory committee.

If the system appoints an advisory committee under Wis. Stat. § 43.17(2m), describe how the system makes appointments, posts meetings, and how the advisory committee reports to the library system board. Include a list of any additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the Division:

The system has a 13 person advisory committee consisting of one representative from each of the 10 counties, the resource library director and two multi-type at large members representing academic, school or special libraries. Members serve two-year terms that are staggered so that each year six or seven terms expire. The representative serving determines if they wish to continue. If they don't the individual county library directors select their representative. The agenda and minutes are posted on the IFLS website <https://iflsweb.org/knowledge-base/advisory-council/> and provided to the IFLS Board. A representative from the group tries to attend the IFLS Board meeting to provide an update. In 2025 we will conduct a bylaw review that will included creating more flexibility in determining representation by academic, school, and special libraries.

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 **2025**. Indicate, with a Y or N, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

Wis. Stat. § 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

[Y] Wis. Stat. § 43.24(2)(a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)4 with all member libraries.

[Y] The system will provide a sample copy of the agreement with a list of all members signing and the dates signed to the Division by January 15.

If the system is providing the sample copy and list of members signing through a publicly available webpage, provide the URL here:

ASSURANCES (cont'd)

Resource Library Agreement

- [Y] Wis. Stat. § 43.24(2)(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.
- [Y] The system will provide a signed copy of the resource library agreement to the Division by January 15.

If the system is providing the resource library agreement through a publicly available webpage, provide the URL here:

Reference Referral, Interlibrary Loan, and Technology

- [Y] Wis. Stat. § 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.

For each reference, referral, interlibrary loan, and technology service listed below, indicate with a Y or N whether your system intends to provide the service. If your system intends to provide reference, referral, interlibrary loan, and technology services that are not shown here, please list those services in Others.

- [N] Reimbursed member libraries for ILL
- [Y] Maintained ILL Clearinghouse
- [N] Contracted for ILL Clearinghouse
- [Y] Maintained a shared database of member library bibliographic records and holdings
- [Y] Utilized WISCAT to promote interlibrary loan
- [Y] Maintained a system interlibrary loan plan

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

[1]Reference Referral & Interlibrary Loan Improvement--Continue to evaluate service models based on staff transitions [2]Continue to seek out statewide technology collaborations

Others:

A. Technology 1. Continue to develop "LEAN Wisconsin" (LEAN WI), a partnership between multiple library systems (currently, IFLS, NWLS and WVLS), to provide member libraries with access to a strong and cost efficient enterprise technology service platform, including: virtualization, durable data storage, technology consultation, technology support, applications services and an array of additional beneficial technology services. 2. 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. Continue to promote effective cost-sharing by facilitating the hosting and licensing of shared applications and databases used by member libraries. 3.. Blend WVLS, NWLS and IFLS technology services platform into a unified LEAN WI service model. 13. Work to normalize the use of technology between LEAN WI internally, as well as between partner systems and their respective member libraries. 4. Pursue collaborative opportunities under LEAN WI and statewide efforts. B.Reference Referral & Interlibrary Loan [1] Administers the MORE shared system (ILS). [2] Subscribes to and promotes electronic databases. [3] IFLS inter-library loan staff continue to handle & refer reference and inter-library loan requests as needed to all types of libraries in the IFLS area as well as to out-of-system and out-of-state libraries using the ILS, WISCAT and WorldCat/OCLC software. [4] Participates in WPLC projects including the statewide buying pool.

Other Comments:

ASSURANCES (cont'd)

Inservice Training and Professional Consultation

[Y] Wis. Stat. § 43.24(2)(e) Inservice training for participating public library personnel and trustees.

The Division interprets inservice training to incorporate a range of in-person and virtual continuing education opportunities.

For each inservice training listed below, indicate with a Y or N whether your system intends to provide the opportunity. If your system intends to provide inservice training to participating public library personnel and trustees that is not shown here, please list those opportunities in Others below Professional Consultation.

[Y] Conducted workshops for member library staff and trustees

[Y] Maintained a calendar of CE events

[Y] Provided scholarships and grants for member library staffs

[Y] Maintained a professional collection for system and member library staffs

Indicate new or priority activities relating to the inservice training requirement for the plan year (if none, indicate so):

Continue a multi-year process to re-evaluate and adapt continuing education and professional development offerings to be in line with adult education and adult learning needs, including neurodiverse learners to help make training and professional development more impactful and longer-lasting.

Identify the names and email addresses of continuing education staff employed by the system for continuing education services:

See Appendix A.

If the system contracts with another system or entity to plan and conduct continuing education services, list that system or entity and provide a link to, or copy of, the current agreement:

See Appendix B.

Professional Consultation

[Y] Wis. Stat. § 43.24(2)(h) Professional consultant services to participating public libraries.

For each professional consultant service listed below, indicate with a Y or N whether your system intends to provide the service. If your system intends to provide professional consultant services that are not shown here, those services are listed in Others.

[Y] Public library administration and governance

[Y] Adult services

[Y] Youth services

[Y] Library automation

[Y] Building and remodeling

[Y] Technical services

[Y] Interlibrary loan and resource sharing

[Y] Staff development (certification, CE, etc.)

[Y] Planning and evaluation, standards

[Y] Collection development

[Y] Legal issues

[Y] Public relations

[Y] Reference and information services

[Y] Inclusive Services

Indicate new or priority activities relating to the professional consultant services requirement for the plan year (if no change from current year, indicate so):

[1] Recruitment and retention support [2] New Director orientation and mentoring [3] Collection development [4] Board development

Identify consultants, specific service areas, and related activities. If the consultant is employed by a member library, indicate the library and the consultant's title:

See Appendix C.

ASSURANCES (cont'd)

Others:**Other Comments:**

Delivery and Communication

Wis. Stat. § 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

For each delivery or communication service listed below, indicate with a Y or N whether your system intends to provide the service. If your system intends to provide delivery or communication services for physical delivery, reference resources, personnel, and vendors that are not shown here, those services are listed in Others.

Delivery Services:

Had regular courier or van delivery service

Provided an 800 number, phone credit card, or accepted collect calls

Used fax for document delivery/communication

Used mail as primary delivery system

Published a newsletter

ILL Transactions sent by:

Email OCLC Local automated system WISCAT

Indicate new or priority activities relating to this requirement for the plan year (if none, indicate so):

[1] Further strengthen our advocacy/communication/PR training and support. Deploy and maintain a updated IFLS website. [2] Enhance patron facing advocacy resources [3] Review and enhance communication tools for IFLS staff and member libraries. [4] Monitor/evaluate courier performance and viability.

Others:

[1] Provide 3 days a week delivery to MORE public libraries; and 5 days a week delivery for the resource library. [2] Provide 1-2 day a week delivery for other member libraries based on ILL volume. [3] Fund the system's share of the statewide delivery network. [4] Survey, monitor and evaluate the courier volume. [5] Provide consulting and training on websites and website development including mobile versions. [6] Disseminate information via electronic newsletters or blogs to staff from all types of libraries

Other Comments:

ASSURANCES (cont'd)

Service Agreements

[Y] Wis. Stat. § 43.24(2)(g) Service agreements with all adjacent library systems.

[Y] The system will provide a copy of the agreements to the Division by January 15. The agreements with adjacent systems – including consulting agreements, consortium agreements, etc. – must include a list of all systems signing the agreement.

If the system is providing the service agreements through a publicly available webpage, provide the URL here:

For each of the services listed below, indicate with a Y or N whether the service is provided for in the adjacent library system agreements for the report year. If your system intends to provide for services in its adjacent library system agreements that are not shown here, please list those services in Others.

[Y] Reciprocal borrowing between systems

[N] Cash payments in cross-system lending

[Y] Continuing education

[N] Delivery

[N] Newsletter exchange

[Y] Cooperative planning/information exchange

[N] Audiovisual services

[Y] Cooperative purchasing

Others:

Other Comments:

Inclusive Services

[Y] Wis. Stat. § 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.

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

Ensuring library and system websites meet the accessibility guidelines set forth in the new rule by the U.S. Department of Justice. Continuing a multi-year project to improve system services to neurodiverse library employees.

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

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

Reach Out and Read, University of Wisconsin-Extension, other systems, DPI

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

Inclusive services are imbedded into many "general" continuing education offerings. Specific 2024 IFLS offerings (aside from statewide projects) include: Information Access for Blind and Visually Impaired People (webinar); Improving Literacy: Understanding Dyslexia and Reading Instruction. Specific 2025 IFLS offerings planned so far include: Empowering Readers: Serving Dyslexic Kids and Other Emerging Readers at the Library

Other Comments:

ASSURANCES (cont'd)

Other Types of Libraries

- [Y] Wis. Stat. § 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.
- [Y] 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. The system will provide a copy of the agreement with a list of all signing libraries to the Division by January 15.

If the system is providing the agreements with other types of libraries through a publicly available webpage, provide the URL here:

For each service provided to other types of libraries listed below, indicate with a Y or N whether your system intends to provide the service. If your system intends to provide services to other types of libraries that are not shown here, please list those services in Others.

- [Y] Consultation
- [N] Continuing education / workshops
- [Y] ILL (Direct) Union list of serials
- [N] Union list of serials
- [N] Directory of libraries
- [N] Delivery services
- [N] Back-up reference services
- [Y] Newsletter
- [N] Technical services

Others:

Other Comments:

Library Technology and Resource Sharing Plan

- [N] Wis. Stat. § 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.
- [Y] The system will provide the current plan for library technology and resource sharing to the Division by January 1, 2025, if the system amended the plan since last submitting it to the Division or if the plan on file with the Division is no longer valid. See [the Library System Technology and Resource Sharing plan webpage](#) for the most current version of the system library technology and resource sharing plan.

If the system is providing the current technology and resource sharing plan through a publicly available webpage, provide the URL here:

Is the plan current and comprehensive for the technology and resource sharing services the system provides?

Yes, the library system technology and resource sharing plan is current and comprehensive for the technology and resource sharing services the system provides.

If no, describe what the system has added, changed, or eliminated from the plan in effect (and describe how the changes were reviewed with member libraries and approved by the system board):

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

Continued integration of IFLS, NWLS, and WVLS into collaborative technology support platform. Continue development of collaborative backup program. Continue to support a LEAN shared technology support person for websites (with WRLS), digitization, and data visualization.

ASSURANCES (cont'd)

Other Service Programs

Wis. Stat. § 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 program 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.)

Administration

[Y] The system will not expend more than 20 percent of state aid received in the plan year for administration.

[Y] The system will submit the prior year system audit to the Division no later than September 30, 2025.

Budget

[Y] The system completed and included the budget by service program category and fund source for the plan year ([see guidelines](#)).

	COLLABORATIVE ACTIVITIES	
--	---------------------------------	--

Briefly describe a new or enhanced collaborative activity with other libraries, public library systems, or other organizations.

	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 **2025**.

Name of System Director John Thompson	Signature of System Director ➤	Date Signed <i>Mo./Day/Yr.</i>
Name of System Board President Sue Duerkop	Signature of System Board President ➤	Date Signed <i>Mo./Day/Yr.</i>

	FOR DPI USE LIBRARY SYSTEM PLAN APPROVAL	
--	---	--

Pursuant to Wis. Statutes, the plan contained herein is:	DLT Assistant Superintendent Signature ➤	Date Signed <i>Mo./Day/Yr.</i>
--	---	--------------------------------

Comments

PUBLIC LIBRARY SYSTEM 2025 ANNUAL PROGRAM BUDGET					
Program	2025 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. Technology/Shared Svcs					
2. Ref & Interlibrary Loan					
3. MORE Consortium / ILS					
4.					
5. Electronic Resources					
Program Total	\$0	\$0	\$0	\$0	\$0
Continuing Education and Consulting Service*					
1. CE & Consulting					
2.					
Program Total	\$0	\$0	\$0	\$0	\$0
System Programs*					
Delivery Services					\$0
Inclusive Services					\$0
Library Collection Development					\$0
Direct Payment to Members for Nonresident Access					\$0
Direct Nonresident Access Payments Across System Borders					\$0
Youth Services					\$0
Public Information					\$0
Administration					\$0
1.					
2.					
3.					
4.					
Program Total	\$0	\$0	\$0	\$0	\$0
Grand Totals	\$0	\$0	\$0	\$0	\$0

* 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 5 is reserved for the amounts budgeted for electronic resources ([see program budget guidelines](#)).

RESOURCE LIBRARY AGREEMENT

2025

This agreement is between the IFLS Library System, a public library system organized in accordance with Chapter 43 of the Wisconsin Statutes, hereinafter called "IFLS," and the L.E. Phillips Memorial Public Library, Eau Claire, hereinafter called "LEPMPL."

WHEREAS, IFLS is organized under authority of Chapter 43 to provide for the improvement of public library services to the residents of Barron, Chippewa, Dunn, Eau Claire, Pepin, Pierce, Polk, Price, Rusk, and St. Croix counties, and annually adopts a Plan of Library Service, and

WHEREAS, Section 43.16 Wisconsin Statutes requires that "each public library system shall have at least one system resource library" and

WHEREAS, LEPMPL is a member in good standing of IFLS and of the MORE shared automation system and meets all the statutory requirements to serve as a resource library,

NOW THEREFORE, IT IS MUTUALLY UNDERSTOOD AND AGREED AS FOLLOWS:

1. LEPMPL shall serve as resource library for IFLS.

As the resource library, LEPMPL shall develop and maintain resources to serve the needs of the entire system such as provide backup reference and interlibrary loan services including the development of and access to specialized collections. This agreement meets the requirements of Section 43.24(2)(b) Wisconsin Statutes.

Terms and conditions of compensation for such services are as follows:

- a) Resource Library Grant (\$23,000)

IFLS shall pay LEPMPL \$5,750 quarterly to provide the needed resources and access to all residents of IFLS Library System. This grant shall cover expenditures for system resident access to downloadable e-resources; specialized collection development including in demand popular materials and unique items; access payments for all system residents including residents of Fairchild; back up reference and interlibrary loan service; and resource library services. LEPMPL shall submit a year end summary of the grant expenditures.

- b) Delivery

IFLS shall fund 5-day a week, twice a day pick-up and drop-off of materials to LEPMPL to facilitate efficient delivery of materials to and from the library and among IFLS member libraries.

2. This agreement shall be in effect from January 1, 2025 to December 31, 2025.

This agreement may be amended at any time by mutual agreement of both parties. The parties shall meet and confer with each other on possible modifications to this agreement in the event of changes in interlibrary loan services, or the state telecommunications network that have an effect on the terms and conditions of this agreement.

Date _____
President, LEPMPL Board of Trustees

Date _____
President, IFLS Board of Trustees

Josh Sterling

WHEREAS, Josh Sterling served on the IFLS Library System Board representing the Eau Claire County from January 2020 - July 2024 AND

WHEREAS, Josh Sterling served on the IFLS Library System Executive Committee in 2022 through 2023 AND

WHEREAS, Josh Sterling served on the IFLS Library System Personnel Committee in 2021 AND

SO NOW, THEREFORE BE IT RESOLVED that the IFLS Library System Board of Trustees go on record commending Josh Sterling for his service to the IFLS Library System and its member libraries.

DATED this ____ day of _____, 2024



IFLS Library System Board of Trustees

2024 IFLS Board of Trustees

Judith Achterhof

1759 County Road O
Emerald, WI 54013
(715) 265-7160
jachterhof@hotmail.com
St. Croix County Board Member
(Term Exp: 12/2024)

Mary Ellen Brue

1210 Lokhorst
Baldwin, WI 54002
Phone: (715) 684-3074
brewT4me@gmail.com
St. Croix County Citizen Member
(Term Exp: 12/2025)

Jan Daus Treasurer,

E6255 Walnut Road
Eau Claire, WI 54701
(715) 878-9199
jan.daus.18@gmail.com
Eau Claire County Citizen Member
(Term Exp: 12/2024)

Sue Duerkop President

1799 172nd Avenue
Centuria, WI 54824
(715) 220-2458
sduerkopb4a@gmail.com
Polk County Citizen Member
(Term Exp: 12/2024)

Fran Duncanson

723 Pondhurst Circle
Amery, WI 54001
Phone: _____
Frances.duncanson@polkcountywi.gov
Polk County Board Member
(Term Exp: 12/2026)

Pat Eggert Secretary

E9001 County Road N
Colfax, WI 54730
(715) 962-3903
eggertpatricia@gmail.com
Dunn County Citizen Member
(Term Exp: 12/2025)

James Ericksen

519 Kennedy Avenue
Stanley, WI 54768
(715) 703-0437
jericksen@co.chippewa.wi.us
Chippewa County Board Member
(Term Exp: 12/2026)

Lois Goode

204 Maplewood Drive
Ladysmith, WI 54848
(715) 532-9452
Lois.goode43@gmail.com
Rusk County Board Member
(Term Exp: 12/2025)

Amanda Kohnen

PO Box 897
Chetek, WI 54728
(715) 642-1642
amanda.kohnen@co.barron.wi.us
Barron County Board Member
(Term Exp: 12/2027)

Mary Alice Larson

36 West Knapp Street
Rice Lake, WI 54868
(715) 234-6997
Maryalice.larson@gmail.com
Barron County Citizen Member
(Term Exp: 12/2025)

Paula Lugar

W424 N. 2nd Street
Spring Valley, WI 54767
(651) 235-6557
plugar@svtel.net
Pierce County Citizen Member
(Term Exp: 12/2025)

Jill Markgraf

525 Summit Avenue
Eau Claire, WI 54701
(715) 456-8429
markgrjs@uwec.edu
Eau Claire County Resource Library
(Term Exp: 12/2024)

Sue Marshall

W7370 Morningside Drive
Phillips, WI 54555
(715) 820-2447
Marshfam82@gmail.com
Price County Citizen Member
(Term Exp: 12/2026)

Stella Pagonis

1019 Tenth Street W.
Altoona, WI 54720
(715) 835-5007
Stella.pagonis@eauclairecounty.gov
Eau Claire County Board Member
(Term Exp: 12/2025)

Jackie Pavelski

1715 Meadow Lane
Eau Claire, WI 54701
(715) 834-5250
Jackie.Pavelski@yahoo.com
Eau Claire County Citizen Member
(Term Exp: 12/2025)

Mike Schendel M-A-L,

808 Second Street
Hudson, WI 54016
(651) 283-6807
michael@schendel.com
St Croix County Citizen Member
(Term Exp: 12/2026)

Jim Tripp Vice President

621 Fagstad Street
Menomonie, WI 54751
(715) 309-8083
Jimtripp23@gmail.com
Dunn County Citizen Member
(Term Exp: 12/2026)

Jane Winter

812 11th Avenue East
Durand, WI 54736
(715) 279-1209
Snowma40@yahoo.com
Pepin County Citizen Member
(Term Exp: 12/2027)

Ruth Wood

503 E. Walnut Street
River Falls, WI 54022
(715) 441-2081
ruth.wood@co.pierce.wi.us
Pierce County Board Member
(Term Exp: 12/2027)

Julie Woodruff

11571 State Highway 124
Chippewa Falls, WI 54729
(715) 226-0833
julie@woodrufffarms.com
Chippewa County Citizen Member
(Term Exp: 12/2024)

 Executive Committee

 Personnel Committee

Updated: September 2024