

Monday, November 7, 2022

**5:15 PM
AGENDA**

E.D. Locke Public Library

1. CALL TO ORDER
2. PUBLIC APPEARANCES AND COMMUNICATION
3. ACTION ITEMS
 - a. Motion to approve the minutes of the October 3, 2022 meeting.
 - b. Motion to approve the October invoices
4. INFORMATION ITEMS
 - a. Budget Update
 - b. Director's Report
 - c. Monthly Statistical Report
5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION
 - a. Meeting room use policy
 - b. Library Non-Discrimination Policy
 - c. Sale of teak benches and map stand
 - d. DCLS Agreement for extension of library service
 - e. 2023 Closed Dates
6. ADJOURNMENT

Any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format should contact the McFarland Municipal Center at (608)838-3153, 5915 Milwaukee Street, McFarland, Wisconsin, or village.clerk@mcfarland.wi.us by 2:00 p.m. at least 5 business days prior to the meeting so that any necessary arrangements can be made to accommodate each request. If the meeting or request is less than 5 business days from the meeting, requests for accommodations may still be made and reasonable efforts will be made to accommodate each request.

VILLAGE OF MCFARLAND
Library Board Minutes

Monday, October 3, 2022 - 5:15 PM

1. CALL TO ORDER

Ken Machtan called the Library Board to order at 5:18 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Carrie Nelson, Mona Nelson, Evan Richards, Ken Machtan, Karin Mandli

Members not present: Peter Sobol, Staci Fritz

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

3. ACTION ITEMS

a. Motion to approve the minutes of the September 6, 2022 meeting.

Motion by Member Evan Richards, second by Member Karin Mandli, to approve the minutes of the September 6, 2022 meeting. Motion carries 4 - 0 - 1 by acclamation, with Carrie Nelson abstaining.

b. Motion to approve the September invoices

Motion by Member Karin Mandli, second by Member Mona Nelson, to approve the September invoices Motion carries 5 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

a. Budget Update

b. Director's Report

c. Monthly Statistical Report

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. Local Overdrive Advantage Account

Motion by Member Evan Richards, second by Village Trustee Carrie Nelson, to approve creating a local Overdrive Advantage Account not to exceed \$5,000. Motion carries 5 - 0 - 0 by acclamation.

b. Book drop design

The board looked at the current design of the outside library book drop and asked the Heidi Cox, Library Director to investigate different ways that the book drop could be made easier to use by patrons.

6. ADJOURNMENT

Motion by Member Karin Mandli, second by Member Mona Nelson, to adjourn at 6:27

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director

E. D. Locke Public Library

October 2022 Invoices

Vendor	Amounts	Description
ALLIANT ENERGY	\$2,670.16	Utility
AMAZON CAPITAL SERVICES	\$1,139.49	Visa Card
AMERICAN LIBRARY ASSOCIATION	\$236.00	Training
ARAMARK	\$209.32	Mat Rental
AVANT GARDENING & LANDSCAPING	\$1,388.73	Landscape Maintenance
CARDMEMBER SERVICES	\$2,345.17	Visa Card
CORPORATE BUSINESS SYSTEMS	\$82.99	Copier Lease
ENVIRONMENT CONTROL	\$2,699.00	Janitorial Services
FRONTIER	\$84.16	Library Phone
GRAINGER INC	\$64.82	Building Supplies
INGRAM LIBRARY SERVICES	\$4,473.17	Books
JEFFERSON FIRE & SAFETY INC	\$77.00	Fire Extinguisher Maintenance
MCFARLAND ACE HARDWARE	\$251.64	Building Supplies
MICROMARKETING LLC	\$189.98	Audio Books
MID-WISCONSIN SECURITY, INC	\$110.00	Panic Button Monitoring
ORIENTAL TRADING CO	\$136.40	Program Supplies
PELLITTERI WASTE SYSTEMS	\$160.13	Garbage Pickup
SOUTH CENTRAL LIBRARY SYS	\$58.54	PC memory
TDS	\$282.16	Library Phone
Grand Total	\$16,658.86	

2022 Budget Update

REVENUES									
		Budget Amount	August Actual	September Estimated	October Estimated	YTD Actual	% of Budget total	% to hit target	amount it should be to hit target
Property Tax	41000	\$ 674,250.00	\$ -	\$ -	\$ -	\$ 674,250.00	100.00%		
County Library Aids	43000	\$ 325,000.00	\$ -	\$ -	\$ -	\$ 325,022.93	100.01%		
Library Fines	45000	\$ -	\$ 0.10	\$ -	\$ -	\$ 43.44			
Interest	48100	\$ 1,000	\$ 719.88	\$ -		\$ 2,363.39	236.34%	83%	
Library Fees	46000	\$ 1,500	\$ 269.17	\$ 557.02	\$ 254.56	\$ 2,260.13	150.68%	83%	\$ 1,250.00
		\$ 1,001,750.00	\$ 989.15	\$ 557.02	\$ 254.56	\$ 1,003,939.89	100.22%	83%	
Expenditures									
						\$ -			
Salaries	110	\$357,250.00	\$ 28,116.84	\$ 28,116.82	\$ 28,116.83	\$300,587.66	84.14%	83%	\$ 297,708.33
Part-time	120	\$180,750	\$ 11,399.39	\$ 12,045.64	\$ 11,419.68	\$116,021.07	64.19%	83%	\$ 150,625.00
Health Insurance	130	\$106,750	\$ 9,180.64	\$ 4,319.30	\$ 9,180.64	\$91,302.33	85.53%	83%	
Retirement	131	\$30,500	\$ 2,229.54	\$ 2,244.22	\$ 2,226.89	\$24,920.47	81.71%	83%	\$ 25,416.67
SS/Medicare	132	\$42,000	\$ 2,867.10	\$ 2,957.30	\$ 2,857.20	\$31,614.17	75.27%	83%	
Other Benefits	135	\$2,000	\$ 107.62	\$ 53.81	\$ 107.62	\$969.95	48.50%	83%	
Wage Adjustment	140	\$ 12,250		\$ -	\$ -	\$0.00	0.00%	83%	\$ 10,208.33
Expense Reimbursement	141	\$ 250		\$ -	\$ -	\$0.00		83%	
Total Personnel		\$731,750.00	\$53,901.13	\$49,737.09	\$53,908.86	\$565,415.65	77.27%	83%	\$ 609,791.67
Support Services	210	\$ 42,000	\$ 2,699.00	\$ 2,939.00	\$ 2,699.00	\$ 27,230.00	64.83%	83%	\$ 35,000.00
Consulting Services	211	\$ 46,000	\$ 1,775.00	\$ 348.00	\$ -	\$ 50,397.00	109.56%	83%	\$ 38,333.33
Utilities	220	\$ 28,000	\$3,137.99	\$3,241.98	\$2,670.16	\$ 29,365.73	104.88%	83%	\$ 23,333.33
Communication	221	\$ 2,000	\$420.31	\$370.31	\$332.16	\$ 3,685.19	184.26%	83%	\$ 1,666.67
Equipment Maintenance	240	\$ 9,000	\$329.34	\$399.51	\$99.36	\$ 5,318.76	59.10%	83%	\$ 7,500.00
Facility Maintenance	242	\$ 23,250	\$1,081.22	\$1,527.34	\$457.19	\$ 20,671.92	88.91%	83%	
Other Contractual Services	290	\$ -		\$0.00		\$ 0.00	0.00%	83%	\$ 19,375.00
Total Services		\$ 150,250.00	\$ 9,442.86	\$ 8,826.14	\$ 6,257.87	\$ 136,668.60	90.96%	83%	\$ 125,208.33
Office Supplies	310	\$ 9,000	\$ 168.70	\$ 3,573.64	\$ 52.48	\$ 7,338.84	81.54%	83%	\$ 7,500.00
Postage	311	\$ 250	\$ 5.20	\$ -	\$ -	\$ 95.53	38.21%	83%	\$ 208.33
Dues	320	\$ 500	\$ -	\$ -	\$ 236.00	\$ 655.00	131.00%	83%	\$ 416.67
Meeting Expenses	330	\$ 1,000	\$ 115.55	\$ 60.81	\$ -	\$ 304.97	30.50%	83%	\$ 833.33
Training Expenses	331	\$ 3,250	\$ -	\$ -	\$ -	\$ 6,167.44	189.77%	83%	\$ 2,708.33
Operating Supplies	340	\$ 5,500	\$ -	\$ 794.57	\$ -	\$ 1,932.18	35.13%	83%	\$ 4,583.33
Technology	342	\$ 24,500	\$ 1,473.05	\$ 1,405.15	\$ -	\$ 10,779.59	44.00%	83%	\$ 20,416.67
Collection - Print	344	\$ 55,000	\$ 482.00	\$ 2,899.51	\$ 3,078.55	\$ 38,000.86	69.09%	83%	\$ 45,833.33
Collection - AV	345	\$ 12,500	\$ 4.00	\$ 517.14	\$ 503.52	\$ 5,640.61	45.12%	83%	\$ 10,416.67
Library Miscellaneous	390	\$ 250	\$ -	\$ -	\$ -	\$ 130.00	52.00%	83%	
Programming	391	\$ 8,000	\$ (160.56)	\$ 4,135.35	\$ (5,365.51)	\$ 1,557.19	19.46%	83%	\$ 6,666.67
Other Total		\$ 119,750.00	\$ 2,087.94	\$ 13,386.17	\$ (1,494.96)	\$ 72,602.21	60.63%	83%	\$ 99,791.67
Total Budget		\$1,001,750.00	\$ 65,431.93	\$ 71,949.40	\$ 58,671.77	\$ 774,686.46	77.33%	83%	\$ 834,791.67



October Highlights

- **Village News** - Carrie Nelson will give an update
- **Friends** – Staci Fritz will give an update
- **Endowment** –The current balance of the endowment fund as of September 30, 2022 is \$138,192.14 which is down about 19% since the start of the year.
- **McFarland Community Festival** –
 - All of the stakeholders have given feedback for the festival. The committee starts work on the 2023 festival in January.
 - The 2023 festival dates are Thursday, September 21 (dinner) – Sunday, September 24
- **Library Systems Report Facilities Management**
 - **Plumbing**- there was an issue with the drains in the men's room getting clogged. Roto-Rooter was called in to fix the issue.
 - **HVAC** – We are working on specs for new boilers that will be ordered in early 2023.
 - **Network** – SCLS is working on a new internet filtering solution that will be implanted in late 2022 or early 2023. It is supposed to be a more sophisticated filtering system that won't block things like the website for the Village of Gays Mills.
- **Weeding** – I am currently working on weeding the Adult Nonfiction collection.
- **Meetings with Village Board Trustees** – I have met with all but one of the village board trustees to discuss how the library is organized, the challenges in the next few years, and the campus expansion project.

Youth Services highlights (Heather Kent)

Storytime:

- Storytimes continued this month with really good attendance. Our “Little Bodies, Big Feelings” program has really done really well and we have introduced pop-its as a help with fidgeting if needed.
- PJ Storytime this month was Monster themed and participants were invited to wear their Halloween Costumes for the event. The craft included making monster headbands and coloring Trick-or-Treat bags. After making their craft, kids could walk around and trick-or-treat in the library.

Programming:

- Zumbini continues to be very popular. Each week we share songs and dances from Kalino Finds the Music. This month we ordered replacement scarves. These have been much in need. The scarves will be used for both Zumbini and storytime.
- The Magic Tree House book club discussed “Dolphins at Daybreak” this month. Participants played book jeopardy (built by Ms. Heather through an online site), tried to cross the room on wobble cushions without falling in to the “water” where the sharks are, and created their own coral reef. Always an enthusiastic crew of kids.
- D&D club met on Tuesday, October 25th. We now have 6 participants which is the upper side of manageable. Many members of the club and their parents have expressed wanting to meet more than once a month. We will be shifting the schedule in January to meet twice a month.

Other

The first week of October the 3rd grade students came to the library for a tour as part of their community field trip. Over four days we had around 175 students/teachers come through the library, learning about all the library offers and how it is part of the McFarland Community.

Teen Services (Abby Seymour)

- After the chaos of the McFarland Community Festival last month, it was a relief to have teen programming find some normalcy in October. It means that I've been able to focus on the regularly scheduled programming as well as other projects that have been put on the back burner.
- The program Snack & Chat is continuing to be an after-school staple at the library. It's a simple one—all the kids do is grab a snack from me and chat with their friends for an hour. I always have some card games and board games available too. Giving the teens a snack is certainly not a new concept, but some of them have told me how much they need that snack with the school lunch schedule this year. Some classes have their lunch at 10:30am so you can believe those kids are hungry by the time school lets out.
- Another returning program is Teen Hangout, although it looks a little different from this summer. Teen Hangout during the school year has much less structure to it. I have some games, including the Nintendo Switch, and a craft or other activity (like LEGOs, perler beads, or a sticker-by-number poster) available but that's about it. I feel that, during the school year, they have a pretty rigid schedule all day and after school they'd much rather just hang out with their friends. It's an easy program and the teens enjoy it!
- The monthly Teen After Hours program took place the Friday before Halloween, which meant it had to have a spooky twist! Due to popular demand, I brought back hide and seek for the night. The spooky twist was calling it a Zombie Hide and Seek. The seeker was the zombie and when the zombie found another player, they would also turn them into a zombie. The new zombie would now get a glow-in-the-dark necklace to distinguish themselves and would start seeking to find other players to "infect". Truth be told, the zombie part was pretty loose and the game was mostly about hide and seek in the library. The teens have endless fun being able to run around and be loud in the library after closing time (and in the dark)!
- The brand new program this month was Scribe Tribe, a creative writing program for teens. Technically, this isn't brand new but the last time I did this program was on Zoom in the early days of the pandemic. A few of my Teen Advisory Board members asked to bring this program back so I thought I'd give it another shot. This monthly creative writing club has prompts, writing challenges and games. I want it to be a safe environment for teens to read their stories out loud, brainstorm ideas, and get feedback.
- Another new program is one that I am running but technically falls into the Children's Programming category: LEGO Club. This is one for kids in grades 3-5 and meets once a month. I have several bins of LEGOs that I put out on several tables. I start with a few building challenges to get them warmed up. This month, I had them write their name using LEGOs and then they had to create a Halloween element using LEGOs. The last half of the program is free building time, which is definitely their favorite part.
- The Teen Advisory Board met this month to discuss teen programming. They weighed in on future events and gave feedback about previous programs. They also doled out assignments for the next T.A.B. newsletter, which came out November 1st. This edition of the newsletter was a bigger project for me than usual because I completely redesigned it. Using the same software as I have in the past (LibraryAware), I started from scratch with a new template, new colors, different fonts, different formatting, and just an overall new look with new elements. These changes took quite a lot of time and energy upfront but luckily it will be a quicker process in the future.
- An ongoing project for me is the upkeep of the digital signs on the TVs in the library. I am always creating new event and general promotion slides to add, as well as adding other people's slides and maintaining the rotating schedule. There was a big update in October that required me to work with Andrew Day, the Technical Specialist from Village Hall. He helped me move the software to a new platform and walked me through some of the changes. Some of the new updates gave me ideas of new elements to add to the TVs, like showing the library Twitter feed as well the event calendar and some videos.

- Additionally, I had a few work related committee meetings this month. The first being a meetup for Teen Librarians in Wisconsin where the group, who has so many common interests, can share ideas and get advice from others working with the exact same age group. The second was the Employee Engagement Committee meeting at Village Hall where we brainstorm new initiatives (like an employee recognition program) and give feedback on policies (this month it was the vacation and bereavement policy)

Adult Services (Ann Engler)

Programming

- The bridge lessons series has paid off, with eight people attending the October 20 bridge club meeting (well up from our usual 1-3). This meant that two tables were able to play, which is great. Feedback regarding the lessons was overwhelmingly positive, and people who were unable to join the class hope we offer it again.
- Mystery book club and craft club continue to be popular.
- My haunted gingerbread house program on Saturday, Oct 22 was very successful! People told me they had a great time and appreciated us offering the program. Attendees ranged from families to adult couples. Be sure to check out the library's Facebook or Instagram pages for photos from the event.

Tech Help & Reference

- I dealt with a handful of technology questions as well as a couple reference questions. We don't get many questions that require in-depth reference research; it's more along the lines of helping people find the resources that have the information they need, and then they like to take it from there.
- A consistent topic for questions is how to get started with Libby for ebooks and audiobooks.

Collection Development

- I've made most of the materials purchases for the year, barring any sleeper hits, and will have my remaining materials budget spent by Nov 15.
- I've done more weeding in the adult collection. I also created a "Last Chance" book display for books that haven't been checked out in about four years to see if drawing attention to them will get them to circulate. So far, two books from the display have gone out. It's a good reminder that collection management isn't just buying and weeding books, it's also advertising what you already have.

Marketing

- As always, I continue to advertise our online resources and in-person services via our website slides, digital signs, social media, and in-library bookmarks and displays

---Heidi Cox, Library Director

E. D. Locke Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	% Change
Checkouts														
2020	15,184	14,468	8,710	619	3,328	4,271	6,658	7,511	7,468	7,359	7,489	7,689	90,754	-52%
2021	7,780	7,568	8,251	7,849	11,344	16,211	15,275	14,370	12,140	12,864	12,076	11,978	137,706	52%
2022	12,686	12,362	14,023	13,121	12,498	15,731	15,213	15,322	13,172	12,700			136,828	20%
% change month to month	63%	63%	70%	67%	10%	-3%	0%	7%	9%	-1%	-100%	-100%		
New Library Cards														
2021	17	14	12	8	32	104	59	56	86	36	29	26	479	112%
2022	47	41	45	57	60	113	97	58	73	57			648	53%
	176%	193%	275%	613%	88%	9%	64%	4%	-15%	58%	-100%	-100%		
Curb Side Delivery Appointments														
2020				144	702	925	1490	1401	1317	1414	1490	1405	10,288	
2021	1431	1451	1509	1273	327	84	42	54	47	51	62	49	6,380	
2022	64	39	23	22	20	12	11	11	4	8			214	
visitor count														
2021	60	386	179	320	2,803	6,025	6,820	6,224	5,199	7302	7,256	6,574	49,148	-56%
2022	11,264	12,148	15,779	13,842	16,998	24,974	22876	23,756	21654	18657			181,948	415%

E. D. Locke Library Statistics

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD	% Change
Internet Use														
2011	1,173	1,114	1,403	1,275	1,394	1,516	1,646	1,781	1,167	1,400	1,358	1,157	16,384	
2012	1,173	1,203	1,170	1,235	1,271	1,334	1,525	1,537	1,148	1,195	1,072	985	14,848	-9%
2013	1,151	1,035	1,141	1,315	1,151	1,131	1,132	1,090	929	925	829	756	12,585	-15%
2014	656	723	912	1,037	945	1,032	1,061	1,103	959	1,043	887	901	11,259	-11%
2015	913	828	896	749	651	847	931	944	798	842	714	745	9,858	-12%
2016	782	753	768	734	661	798	887	920	706	710	716	664	9,099	-8%
2017	682	659	798	733	712	766	747	773	722	742	613	653	8,600	-5%
2018	694	634	743	731	689	752	764	900	615	599	591	611	8,323	-3%
2019	611	491	625	669	554	756	708	749	600	598	522	569	7,452	-10%
2020	563	591	314	0	0	0	0	0	0	0	0	0	1,468	-15%
2021	8	16	27	20	92	206	192	236	216	220	187	209	1,629	11%
2022	161	189	236	245	194	285	288	317	219	238			2,372	92%
	1913%	1081%	774%	1125%	111%	38%	50%	34%	1%	8%	-100%	-100%		
Wireless Internet Use (# Unique Users)														
2021	1,038	906	1,054	1,341	1341	1588	1,639	1,608	1677	1,533	1,501	1,507	16,733	8%
2022	1,357	1,380	1,768	1,930									6,435	48%
Study Room Use														
2021	1	1	1	1	17	44	89	70	60	44	66	78	472	107%
2022	34	54	54	42	44	45	84	60	46	54			517	58%
	3300%	5300%	5300%	4100%	159%	2%	-6%	-14%	-23%	23%	-100%	-100%		
Meeting Room Use														
2021	0	0	0	0	0	0	0	0	0	0	0	0	0	
2022	44	43	43	51	24	57	18	30	51	53			414	
Reference Questions Answered														
2019	235	229	308	267	195	264	354	371	262	247	226	220	3,178	1%
2020	207	213	0	6	0	1	7	0	11	4	10	6	465	-80%

2021	0	0	0	0	190	426	377	313	236	300	293	332	2,467	6226%
2022	341	330	353	326	304	401	372	395	317				3,139	104%

OLD:

The E.D. Locke Public Library does not discriminate on the basis of race, color, national origin, gender, gender expression, religion, age, disability, marital status, sexual orientation, or military status in employment or the provision of services.

New:

The E. D. Locke Public Library and Board of Library Trustees do not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status, in any of its activities or operations.

We are committed to being a welcoming environment for all patrons as well as members of our staff, volunteers, contractors, vendors, and clients and no form of discriminatory or harassing conduct toward any employee or other persons in the library will be tolerated. Every individual shall have the privilege of enjoying the library experience free from marginalization and insensitive treatment and our staff shall be attentive and reflective of the need to act in an inclusive, welcoming manner.

For more information on village employee policies regarding discrimination and harassment, please review the Village of McFarland Personnel Policy Manual.

From the ALA code of Ethics:

We affirm the inherent dignity and rights of every person. We work to recognize and dismantle systemic and individual biases; to confront inequity and oppression; to enhance diversity and inclusion; and to advance racial and social justice in our libraries, communities, profession, and associations through awareness, advocacy, education, collaboration, services, and allocation of resources and spaces.”

DCLS AGREEMENT for EXTENSION OF LIBRARY SERVICE

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

WITNESSETH:

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

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

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

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

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

1. The Local Library Board agrees to provide all on-site services, programs, collections, and facilities to residents of Dane County on the same basis as residents of its parent municipality; and honor valid borrowers' cards as issued by the Dane County Library Service or other local participating libraries, issue and mail library cards to local residents based on applications taken at other participating libraries and forwarded to them, and accept applications for such cards, forwarding them to the Dane County Library Service or the appropriate local participating libraries.
2. The Local Library Board agrees to maintain, and provide to the Dane County Library Service accurate service, facility, and financial records, including a copy of the Annual Report filed on or before February 28, 2023 with the Wisconsin Department of Public Instruction, and records of circulation as specified in Wisconsin Statutes Section 43.12(2).
3. The Local Library Board agrees to maintain its status as a member in good standing of the South Central Library System, meeting all requirements under Section 43.15(4)(c) of the Wisconsin Statutes.
4. In exchange for the Local Library Board's providing services under this agreement to residents of areas taxed by the county for library service, the County Library Board agrees to pay the Local Library Board the sum of \$265,333.00. This sum represents
 - a. The net payment due after averaging use and cost data from 2017, 2018 and 2019: \$165,617.00
 - b. Subtraction of Central Service Costs: \$13,585.00
 - i. *Administrative*: \$2,344.00
 - ii. *Delivery*: \$3,902.00
 - iii. *Outreach*: \$7,339.00
 - c. Cross-municipal usage adjustment: \$113,301.00.

5. In recognition of the facility expense incurred by the local library in serving non-residents, the county shall make an additional payment of \$59,360.
6. The County Library Board shall make payment by June 30, 2023.
7. This agreement shall be in effect from January 1, 2023 and shall continue in full force and effect until December 31, 2023 unless sooner terminated.

LOCAL LIBRARY BOARD

BY:

President, Library Board

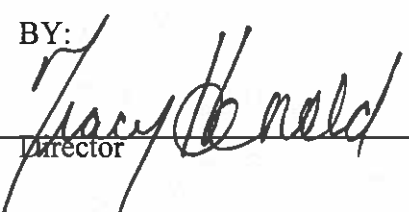
BY:

Secretary, Library Board**DANE COUNTY LIBRARY BOARD**

BY:


President, Library Board

BY:


Director

	Total	Payer	Description
SEC. 4	\$265,333	Dane County	Reimbursement for operation services to County residents
SEC. 5	\$59,360	Dane County	Reimbursement for facility services to County residents
TL Pymt	\$324,692	Dane County	Net payment

Closed Dates 2023

New Year's Day - Sunday, Jan. 1, 2023*
Martin Luther King Jr. Day - Monday, January 16 2023
Easter - Sunday April 9, 2023*
Memorial Day - Monday, May 29, 2023
Independence Day - Tuesday, July 4, 2023
Labor Day - Monday September 4, 2023
Thanksgiving - Thursday, November 23, 2023
Christmas Eve - Sunday, December. 24, 2023*
Christmas Day -Monday, December 25, 2023
New Year's Eve Sunday, Dec 31, 2023*
Monday, Jan. 1, 2023*

*Full-time staff get a floating holiday.

If New Year's Eve falls on Monday – Thursday the library closes at 5:30.