

MINUTES
TUESDAY, APRIL 9, 2024 – 1:00 PM
OCONTO COUNTY LIBRARY PLANNING COMMITTEE
301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041
OCONTO WI 54153
www.co.oconto.wi.us

(Draft minutes, not approved by Committee)

COMMITTEE PRESENT: Debra Schroeder, Farnsworth Public Library Rep; Judy Patenaude, Lena Public Library Rep; Kathleen Marsh, Lakes Country Library Rep; Susan Mogged, Oconto Falls Library Rep; Joan Denis, Nicolet Federated Library Systems Board Rep; Al Sleeter, Administration Committee Rep; LoAnn Elbe, Suring Library Rep; Dawn Byars, Gillett Public Library Rep; Tom Bitters, County Board Supervisor Rep

COMMITTEE ABSENT: Vicki Gooding, Library Services Board Rep.; David Parmentier, County Board Supervisor Rep

OTHERS PRESENT: Lisa Sherman, Interim County Administrator/Finance Director; Kim Pytleski, County Clerk; Shannon Stoner; Amy Peterson, Farnsworth Public Library; Katie Essermann, Lakes Country Library; Rachel Pascoe, Oconto Falls Library; Jill Trochta, Suring Public Library; Tracy Vreeke, NFLS; Tami McQuillan; Linda Hougas; Rachel Welker; Peter Wills; Jean Grosse; Mike Beyer; Bonnie Hearley; Beth Trudell

1. Call to Order

Chair Schroeder called the meeting to order at 1:00 p.m.

2. Approval of Agenda

2.1. Change of Sequence

Motion by Mogged/Byers to move item #7 to be before item #6; item #9 to follow item #8. The motion was voted on and carried by a unanimous show of hands.

2.2. Removal of Items – None.

Motion by Elbe/Patenaude to approve the agenda as amended. The motion was voted on and carried by a unanimous show of hands.

3. Communications

- The 3rd annual fundraiser Dinner & Raffle for the Lakes Country Public Library will be held Saturday, April 27, 2024, at the McCauslin Brook Golf & Country Club. Advance Purchase tickets are available at the Lakes Country Public Library; treated as information.

4. Approval of Previous Meeting Minutes

Schroeder pointed out a typo in the previous minutes.

Supervisor Bitters in attendance at 1:07 a.m.

Motion by Sleeter/Elbe to approve the minutes as corrected. The motion was voted on and carried and carried by a unanimous show of hands.

5. Work Group Update: March 26, 2024

Schroeder gave a recap from the March 26, 2024 work group meeting. Tom Bitters, Joan Denis, Debra Schroeder, Jennifer Thiele, former Marinette County Library Director, were the attendees. Thiele has worked with a consolidated library system and gave the work group examples of how a consolidated library structure operated.

6. Discussion on County Sales Tax Usage

Lisa Sherman, Interim County Administrator, gave an update on County Ordinance regarding County Sales and Use Tax. Discussion followed. County Sales Tax requests should be made to the Administration Committee.

6. Straw Poll: Consolidation vs Current Structure with Changes to the Library Plan

Schroeder outlined the question and discussion followed. Pytleski recapped comments prior to the straw poll. Results by a show of hands: Consolidation – 0; Current structure with changes to the current library service plan – 9; 2 absent.

8. 9. Form Work Group for Funding Allocation (Current Library Directors)

Chair Schroeder is requesting that the current library directors form a work group to discuss and recommend funding allocation. Discussion followed. Focus of the group is to identify metrics for allocation and assign a percentage to each (see page 10 of the LSP). Committee requested group report back at the May 14, 2024 meeting.

9. 8. Discuss Changes for the Oconto County Library Services Plan 2025-2029

Committee listed items to be included in the plan or changes to the plan without regard to feasibility. The purpose was the brainstorm ideas for future discussion.

- Inclusion of library directors in planning process.
- Rewriting the goals of the plan to include implimenation wording.
- Change to finance structure; current model is no longer working.
- Changes to LSP page 5 funding structure
- Implementation of suggestions made by Tracy Vreeke in her communication to the committee.
- Fund at 70% \$158K + Brown County Bill = appx \$250K
- Funding at the dollar amount of 70% may not work due to the dollar per circulation changes.
- Don't just average figures; this is a moving/growing equation.
- Review of funding allocation metrics LSP page 10.
- Use data reported in NFLS system for metrics.
- Librarians were always included in writing this plan; until this time.
- Work group can start on funding allocations.
- Current plan had a no "harm" clause.
- Request starting at \$614K and ask county to help with those funds.
- Each library is unique. Remember that when making suggestions.
- Use 100% of circs.
- Use \$457,035.00 in the apportionment formula and use sales tax to pay the Brown County Library bill.
- Local municipalities fund at a higher level.
- Research levy limits and if changes to plan create changes to the levy limits.
- Request guidance from WI Towns Association and WIDOR regarding if tax is inside levy limit.
- Use a step down process for funding reduction.
- Different funding formulas for joint vs single municipal libraries.
- Start with \$500K as the apportionment; Brown County bill is included in that number.
- Step down process with 5% increase built in each year.
- Moratorium on creating new joint libraries.

10. Public Comment

The following public addressed the committee: Tracy Vreeke, Amy Peterson, and Peter Wills.

11. Identify Future Agenda Items

- Library Director Work Group report
- Discuss Changes for the Oconto County Library Services Plan 2025-2029; with possible action
- Report on Levy Limit from Corp Counsel
- Report on the step-down process shown in spreadsheet
- Schedule Public Hearings

12. Announcements/General Information (No action to be taken)

- OCLSB meeting is May 1st at the Gillett Community building.

13. Set Next Meeting Date

The next regular meeting of the Library Planning Committee is Tuesday, May 14, 2024 at 1:00 p.m.

14. Adjournment

Motion by Sleeter/Patenaude to adjourn the meeting at 3:25 p.m. The motion was voted on and carried.