IFLS Library System
1538 Truax Blvd.
Eau Claire, WI 54703

iflsweb.org
715-839-5082

IFLS Board of Trustees Packet

DATE & TIME

Wednesday, September 23, 2026 – 12:30 pm

MEETING LOCATION

Cadott Community Library

628 N. State Highway 27, Cadott WI 54727

Join Zoom Meeting:
https://us02web.zoom.us/j/87669238510?pwd=67ujPaE77FsdsbEBfNICRLNaxsztDJ.1

- Meeting ID: 876 6923 8510
- Passcode: Wj5sikx1
- Mobile: +1 312 626 6799
- Meeting ID: 876 6923 8510
- Passcode: 22136446

Agenda

A G E N D A
IFLS Library System
BOARD OF TRUSTEES

Date/Time: Wednesday, September 23, 2026 – 12:30 pm

Meeting Location: Cadott Community Library
628 N. State Hwy 27, Cadott WI 54727

Or, via Zoom
https://us02web.zoom.us/j/87669238510?pwd=67ujPaE77FsdsbEBfNICRLNaxsztDJ.1

- Meeting ID: 876 6923 8510
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- Mobile: +1 312 626 6799
- Meeting ID: 876 6923 8510
- Passcode: 22136446

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.

1. Call to Order
2. Establish a Quorum
3. Certification of Compliance with the Open Meeting Law
4. * Approve Agenda
5. 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.)*
6. Announcements/Correspondence/Introductions
7. * Minutes - Approve: Board of Trustees – July 22, 2026 **#034**-26
   Acknowledge Receipt: Personnel Committee – July 22, 2026 **#033**-26
8. * Financials - Approve: Check Registers: July-August 2026 **#035**-26
   Approve: Financial Reports: July-August 2026 **#036**-26
9. Investment Report Discussion
   - Bank Account Switch
10. Director's Report of Agenda Items and Monthly Activities **#037**-26

11. IFLS Staff Reports **#038**-26

12. * Personnel Committee Report - ***Personnel Chair to provide recommendations***

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.

- Wages for 2027
- Director's Salary for 2027

13. * Action on Closed Session

14. * 2027 Resource Library Agreement **#041-**26

15. * 2027 IFLS and MORE Budget **#039**-26

16. * 2027 IFLS/State Long Range Plan **#040**-26

17. Board Member Reports

18. * Adjournment

Wisconsin Library Association (WLA) Conference:
https://www.wisconsinlibraries.org/2026-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.

Director Samma Johnson will provide a tour of the Cadott Community Library following the meeting.

Minutes: Board of Trustees – July 22, 2026 (#034-26)

M I N U T E S
IFLS Library System
Board of Trustees
July 22, 2026

The Board of Trustees of the IFLS Library System met on Wednesday, July 22, 2026, at Hammond Public Library, 555 Klein Drive, Hammond, Wisconsin, and via Zoom. Duerkop called the meeting to order at 1:05 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); **Susan Carroll** (Eau Claire County); **Jan Daus** (Eau Claire County); **Sue Duerkop** (Polk County); **Fran Duncanson** (Polk County); **Doug Edwardsen** (Barron County); **James Ericksen** (Chippewa County); **Lois Goode** (Rusk County); **Michael Kahlow** (Pierce County); **Paul LaLiberte** (Resource Library); **Barbara Lyon** (Dunn County); **Stella Pagonis** (Eau Claire County); **Mike Schendel** (St. Croix County); **Julie Woodruff** (Chippewa County).

BOARD MEMBERS ABSENT:

Paul Hoch (Pepin County); **Sue Marshall** (Price County); **Jamie McCready** (Barron County); Vacancies (Dunn County, Pierce County).

OTHERS PRESENT:

John Thompson (Director); **Adam Fuller** (Business Manager); **Joanne Gardner** (Administrative Associate/Recorder); **Katelyn Dubiel** (Public Services Consultant).

APPROVE AGENDA:

MOTION #25 (26)**:** To approve the Agenda as presented. Daus/Duncanson

RESULT: Carried.

PUBLIC COMMENTS:

There were no public comments.

MINUTES:

MOTION #26 (26)**:** To approve the Board Minutes dated May 27, 2026 (Doc. #024-26) and acknowledge receipt of the Personnel Committee Minutes dated May 27, 2026 (Doc. #023-26). Duncanson/Edwardsen
RESULT: Carried.

FINANCIAL REPORTS:

MOTION #27 (26)**:** To approve the Check Registers for May-June 2026 (Doc. #028-26). Daus/Duncanson
RESULT: Carried.

(Brue arrived at 1:10 pm)

Fuller noted there were journal entries for lost checks 44009 and 44014. There was also a payment to Maug Cleaning (44036) for a fee charged for a bank stop payment.

Questions asked included: bulk computer order, bulk supplies order, coverage for meals including tips, correction in printing of MORE Passports, fee to the IRS, and payment to Shafer Exteriors for exterior work on building.

MOTION #28 (26)**:** To approve the Financial Reports for May-June 2026 (Doc. #029-26). Woodruff/Lyon
RESULT: Carried.

Questions asked included: Miscellaneous income for altered check issue, Capital Expenditures, Interest Income, MORE Management Income, and Community Engagement Support.

DIRECTOR'S REPORT:

Ben Miller, Head of the Bureau of Libraries/State Librarian and Kara Sullivan, WLA Executive Director visited libraries in New Richmond, Hammond, River Falls, and Eau Claire. They toured the libraries and met with staff at each location. Thompson participated as well. It was a good opportunity to see the flavor of each library.

Colfax is interviewing candidates for the director position. There is a good pool of candidates for the position.

Thompson provided customary pictures of his granddaughter Ella. They visited 7 libraries and Ella thought they were all deserving of five-star ratings. It was a good opportunity to step back and see the space from a child's perspective. Besides the visits, Ella enjoyed ice cream and matcha.

The Public Library Standards Steering Committee has handed off their recommendations for the 7th edition of Standards to the Bureau of Libraries. The Bureau will use the recommendations to develop their official document prior to the end of the year.

REPORTS:

Katelyn Dubiel, Public Services Consultant was present. Dubiel has been with IFLS just over four years. A written report was provided in the meeting packet. Dubiel provided an oral report on her responsibilities.

Dubiel manages the courier system. Purple Mountain is the vendor. Sorting has been very efficient the past few months lowering sorting costs. The high fuel costs continue to drive up the monthly charges.

The main consulting handled by Dubiel includes Adult Services, Strategic Planning and Administration (policy work). A Policy of the Month Club was created by IFLS staff to help libraries with policies. We like to ensure libraries have policies in place before they would need them. Winnefox Library System and DPI have shown interest in this club. Each month sample policies are compiled which make good starting points. So far, they have covered 8-9 policies. Dubiel noted that in seeing library board agendas, they seem to be following along with the policies. Statewide there are over 100 emails on the Policy of the Month list. It is also on the Wise Learn website. Librarians can join by creating a log in and can post a discussion.

Dubiel is a member of COLAND (Council on Library and Network Development). Membership includes 19 public and professional members, including school, University and special libraries. Their role is to advise the State Superintendent of Public Instruction on access to statewide services and information. Ladysmith and Rice Lake are also on this council. They meet six times per year.

REVISED 2026 BUDGET:

MOTION #29 (26)**:** To approve the Revised 2026 Budget (Doc. #032-26).Daus/Brue
RESULT: Carried.

The 2026 Revised Budget was included in the meeting packet. Thompson noted items of significance in his Director's Report (page 24).

Capital expenditure costs for facility improvements were approved at the last meeting and are now reflected in the budget.

Allocation for bulk supply of computers will be purchased by libraries as needed. This will basically be a pass through. The bulk purchase occurred prior to the significant increase in RAM pricing.

PERSONNEL COMMITTEE REPORT:

Pagonis noted that the Personnel Committee did not go into closed session.

MOTION #30 [26]**:** To approve the Personnel Committee Report as presented. Duncanson/Brue
RESULT: Carried.

The Personnel Committee met this morning and discussed the Director Accountabilities as well as the Director Evaluation.

The Director Accountabilities were for July 2025 through June 2026 and how those were met. They also included Accountabilities for July 2026 through June 2027. It was noted an action step was added to research and evaluate avenues for staff and supervisors to have discussions about work goals and position priorities.
The Director Evaluation was glowing with wonderful, positive comments. There were very few suggestions. The added action step in Accountabilities should cover any concerns.

The overall evaluation was that the director is doing a very favorable job.

Michelle Johnson, Director of Hammond Public Library was introduced and will provide a tour of the library after the meeting adjourns.

ADJOURNMENT:

The Board of Trustees adjourned at 2:06 pm. Brue/Ericksen

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Joanne Gardner, Recorder/Administrative Associate

Minutes: Personnel Committee – July 22, 2026 (#033-26)

M I N U T E S
IFLS Library System
Personnel Committee
July 22, 2026

The Personnel Committee of the IFLS Board of Trustees met on Wednesday, July 22, 2026, at Hammond Public Library, 555 Klein Drive, Hammond, Wisconsin, as well as via Zoom. Pagonis called the meeting to order at 10:38 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:

Judy Achterhof (St. Croix County), **Mary Ellen Brue** (St. Croix County), **Stella Pagonis** (Eau Claire County), **Mike Schendel** (St. Croix County), **Julie Woodruff** (Chippewa County).

PERSONNEL COMMITTEE MEMBERS ABSENT:

None.

OTHERS PRESENT:

John Thompson (Director), **Adam Fuller** (Business Manager), **Joanne Gardner** (Administrative Associate/Recorder), **Katelyn Dubiel** (Public Services Consultant).

AGENDA:

MOTION: #21(26) To approve the agenda as presented. Achterhof/Schendel
RESULT: Carried.

CITIZEN COMMENTS:

There were no citizen comments.

MINUTES:

MOTION: #22(26) To approve the Personnel Committee minutes dated May 27, 2026 (Doc. #023-26). Woodruff/Brue
RESULT: Carried.

Woodruff noted her attendance was not included. Gardner will make the correction.

SYSTEM DIRECTOR EVALUATION:

The Director Evaluation from the trustees was generally glowing, ranging from excellent to favorable management skills, clear understanding of the IFLS budget, as well as an understanding of the state laws. No trustees had any suggestions for improvement.

The Director evaluation from staff were very favorable and indicates effective leadership and decision making. There were two comments provided in the evaluation results from staff that noted that the director's approach is passive to staff oversight, evaluation, and communication. The other comment addressed the onboarding for new staff.

Survey results from both the Staff and Board indicate the director strengths include patience, clear explanations, excellent general knowledge, and attentiveness. No one from either group indicated an area that needs improvement or is unsatisfactory.

Thompson noted the current onboarding process. When an employee starts, they first meet with their supervisor to start the onboarding process. They meet with the Business Manager to review employment, personnel manual, and complete paperwork related to benefits. The employee also meets with the Administrative Associate to discuss office procedures. The director typically also meets with new staff. The process has evolved over time. The last few employees have been for Bibliographic Services who report to their direct supervisor as well as the supervisor of MORE services.

IFLS has evolved into a hybrid workplace. All-staff meetings are held on a regular basis. Some are held in-person and the rest remote. Thompson always looks for ways to build communication into the agendas.

MOTION #23 (26): To accept the System Director Evaluation as presented. Brue
RESULT: Carried.

SYSTEM DIRECTOR ACCOUNTABILITIES:

The Personnel Committee received the Director Accountabilities for July 2025-June 2026 and how they were completed. They also received the proposed accountabilities for July 2026-June 2027 to review. Thompson noted that there was a new action step added to proposed accountabilities to research and evaluate avenues for staff and supervisors to have discussions about work goals/position priorities. Thompson noted that the Program Managers have been meeting regularly to work on the staff onboarding process as well as staff evaluation processes.

MOTION #24 (26)**:** To accept the 2025-2026 and move forward with the 2026-2027 Director Accountabilities (Doc. #025-26). Woodruff
RESULT: Carried.

ADJOURNMENT:

Motion to adjourn at 11:30 am.

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Joanne Gardner, Recorder/Administrative Associate

Financials

Check Registers – July-August 2026 (#035-26)

July 2026 Check Register

Date	Num	Name	Memo	Amount
Jul 26				
07/01/2026	Auto Pay	Delta Dental	Jul. '26 Supplemental Dental	-54.48
07/10/2026	Auto Pay	Kwik Trip, Inc.	June Gas Stmt.	-54.78
07/14/2026	Auto Pay	Eau Claire, City of	21894-00-1	-326.82
07/14/2026	Auto Pay	Associated Bank Checking	Jun. Positvie Pay Service Fee	-195.00
07/17/2026	Auto Pay	Xcel Energy	5/26-6/26 Gas & Electric Svc	-279.84
07/24/2026	Auto Pay	Wisconsin Retirement System	Jun. WRS	-12,994.27
07/24/2026	Auto Pay	Associated Credit Card	Jun. Credit Card *see attached	-6,290.97
07/24/2026	Auto Pay	Employee Trust Funds, Dept of	Jul. '26 Health Insurance	-26,483.90
07/01/2026	WIRE	Internal Revenue Service	P/R#13	-12,123.44
07/08/2026	WIRE	Wisconsin Deferred Comp. Program	P/R#14	-1,385.00
07/15/2026	WIRE	Wisconsin Department of Revenue	P/R#13	-2,064.71
07/15/2026	WIRE	Internal Revenue Service	P/R#14	-9,305.32
07/22/2026	WIRE	Wisconsin Deferred Comp. Program	P/R#15	-1,385.00
07/29/2026	WIRE	Internal Revenue Service	P/R#15	-9,333.40
07/31/2026	WIRE	Wisconsin Department of Revenue	P/R#14	-1,671.44
07/08/2026	DD3860-3877	IFLS Staff	Direct Deposit	-28,259.15
07/22/2026	DD3878-3895	IFLS Staff	Direct Deposit	-28,294.15
07/07/2026	44047	Barbara Lyon	Board Mileage-New Richmond Lib.	-65.10
07/07/2026	44048	Cole, Cecelia	Lib Visit/Phillips-ILL Training	-146.45
07/07/2026	44049	Culligan	Jul. Service	-99.95
07/07/2026	44050	EO Johnson Co.	07/20/26-10/19/2026 Maint. Agreement	-126.00
07/07/2026	44051	Hudson Public Lib	MORE Ecomm Payments 2026	-1,070.35
07/07/2026	44052	Jody J. Eckert	Mileage Reimbursement-Original Check#44014 Lost in Mail	-115.24
07/07/2026	44053	Keeley, Brad	Tech. Support/Hammond/Cadott/Bruce	-43.39
07/07/2026	44054	L.E. Phillips Memorial Public Library	MORE Ecomm Payments 2026	-1,417.02
07/07/2026	44055	Leann French	Membership Reimb.-Original Check#43977 Lost in Mail	-55.00
07/07/2026	44056	Maug Cleaning Solutions, Inc.	June Cleaning/Reissued Payment	-870.00
07/07/2026	44057	New Richmond Community Library	MORE Ecomm Payments 2026	-1,052.62
07/07/2026	44058	OCLC, Inc	ILL Fees/Annual Renewal	-56,878.48
07/07/2026	44059	Purple Mountain Solutions, INC.	July Delivery Service	-36,614.36
07/07/2026	44060	ReaLiving, LLC.	EAP Membership Fee Jul.-Sept.. 2026	-1,283.00
07/07/2026	44061	Scissors & Glue, LLC	Presentation Eau Claire/Rice Lake-Deposit	-1,500.00
07/07/2026	44062	Season 2 Season	Spring Clean/Fertilize/Mow	-600.00
07/07/2026	44063	Shred Away	Purge Old Paper Files	-1,137.50

07/07/2026	44064	Turpin, Laura	PLA Conf. Scholarship Reimb.-Original Check#43983 Lost in Mail	-331.00
07/07/2026	44065	Wisconsin Valley Library Service	Coopertative Children's Book Festival Workshop	-541.54
07/07/2026	44066	OverDrive, Inc.	June Advantage/High Demand	-3,737.05
07/09/2026	44067	Colfax Public Lib	Memorial/Lisa Bragg-Hurlburt	-500.00
07/20/2026	44068	CESA #10	CINC Maint 7/1/26 - 6/30/27	-3,569.00
07/20/2026	44069	Leann French	Mentoring-Mileage Reimbursement	-155.15
07/20/2026	44070	MetLife	Cust#268973 Subcode 66	-68.00
07/20/2026	44071	Securian Financial Group, Inc.	Jul. Accident Ins.	-126.30
07/20/2026	44072	South Central Library System	Statewide Delivery Svc/Jul.-Dec. 26	-10,440.50
07/20/2026	44073	Backstage Library Works	MORE/ Database Maint.-July	-457.90
Jul 26				**-263,502.57**

June 2026 Credit Card Statement

Date	Name	Memo	Num	Amount
May 28 - Jun 25, 26				
05/29/2026	FlowRoute.com	Jun. Phone/on Acct	on Acct	51.25
06/01/2026	Festival Foods	Pop	Supplies	60.14
06/01/2026	Parr's Hardware	New Building Keys	Bldg Spls	7.01
06/01/2026	1st Choice Pest Solutions	Serv. Agrmnt-June	June	67.00
06/01/2026	Google Cloud	Google Maps Fee	Fee	22.49
06/02/2026	Auto-Owners Insurance	Auto Ins 7/20/26 - 7/20/2027	016719852	1,052.02
06/02/2026	Auto-Owners Insurance	Property General Liability Ins 6/01/26-6/01/2027	Prop/Gen Li	4,026.00
06/05/2026	GFL Environmental	June Garbage	1202853	59.84
06/05/2026	Amazon.com Credit	New Desk-S.Szymanski	New Furn	114.73
06/09/2026	OfficeMax	2 office chairs/S.Szymanzki & J. Kiffmeyer	IFLS Furn	399.98
06/09/2026	Bookshop.org	Mentor Gifts-1	Gift	15.00
06/11/2026	USPS	June Postage	Postage	6.69
06/13/2026	Microsoft	Office 365 Licenses	Licenses	58.50
06/16/2026	FlowRoute.com	Jun. Phone/on Acct	on Acct	51.25
06/16/2026	Intuit	Jun. Direct Dep Fees	Jun. Stmt	54.86
06/18/2026	Tockify	Subscription/Website Calendar	Renewal	80.00
06/18/2026	Tockify	Foreign Fee Transaciton	FRGN TRANS	2.40
06/20/2026	Inkwell Booksellers Company	MORE Passport Prizes	Pass. Prize	21.81
06/24/2026	Dell Marketing L.P.	Billable/Baldwin-Docking station	Comp Equip	140.00
May 28 - Jun 25, 26				**6,290.97**

August 2026 Check Register

Date	Num	Name	Memo	Amount
Aug 26				
08/01/2026	Auto Pay	Delta Dental	Aug. '26 Supplemental Dental	-54.48
08/10/2026	Auto Pay	Kwik Trip, Inc.	July Gas Stmt.	-79.59
08/14/2026	Auto Pay	Xcel Energy	6/26-7/27 Gas & Electric Svc	-341.43
08/14/2026	Auto Pay	Associated Bank Checking	Jul. Positvie Pay Service Fee	-200.00
08/21/2026	Auto Pay	Associated Credit Card	Jul. Credit Card *see attached	-16,163.01
08/24/2026	Auto Pay	Wisconsin Retirement System	Jul. WRS	-11,875.79
08/24/2026	Auto Pay	Employee Trust Funds, Dept of	Aug. '26 Health Insurance	-26,483.90
08/17/2026	Pos Pay Ref		JulyPositve Pay Refund Adjustment	50.00
08/05/2026	WIRE	Wisconsin Deferred Comp. Program	P/R#16	-1,385.00
08/12/2026	WIRE	Internal Revenue Service	P/R#16	-9,333.36
08/17/2026	WIRE	Wisconsin Department of Revenue	P/R#15	-1,674.63
08/19/2026	WIRE	Wisconsin Deferred Comp. Program	P/R#17	-1,510.00
08/26/2026	WIRE	Internal Revenue Service	P/R#17	-9,319.44
08/31/2026	WIRE	Wisconsin Department of Revenue	P/R#16	-1,674.63
08/05/2026	DD3896-3913	IFLS Staff	Direct Deposit	-28,294.17
08/19/2026	DD3914-3931	IFLS Staff	Direct Deposit	-28,189.65
08/05/2026	44074	Barbara Lyon	Board Mileage-Hammond Lib.	-42.19
08/05/2026	44075	Bayscan Technologies	Billable/Supplies for Libs-Stanley	-585.75
08/05/2026	44076	Cole, Cecelia	Mult. Lib. Visits	-185.60
08/05/2026	44077	Culligan	Aug. Service	-99.95
08/05/2026	44078	Daus, Jan	Board Mileage-Hammond Lib.	-94.25
08/05/2026	44079	Dubiel, Katelyn	Lib. Visit/Amery-Focus Group Facilitation	-122.53
08/05/2026	44080	Duerkop, Sue	Board Mileage-Hammond Lib.	-58.00
08/05/2026	44081	Keeley, Brad	Tech. Support/Mult. Libs.	-53.19
08/05/2026	44082	L.E. Phillips Memorial Public Library	2nd Qtr Contract Payment	-5,750.00
08/05/2026	44083	Maug Cleaning Solutions, Inc.	6/29/26-7/26/26 Cleaning Service	-420.00
08/05/2026	44084	OCLC, Inc	Jul. Net OCLC Fees	-54.60
08/05/2026	44085	Pit Stop Detailers	Auto Detail	-229.00
08/05/2026	44086	Purple Mountain Solutions, INC.	August Delivery Service	-39,864.77
08/05/2026	44087	Thompson, John	Field Visits/Conference 5/12/26-6/16/26	-771.40
08/05/2026	44088	Woodruff, Julie	Board Mileage-Hammond Lib.	-95.70
08/05/2026	44089	Bibliocommons Inc.	MORE/Google Analytics 4 Consulting	-1,102.50
08/05/2026	44090	Innovative Interfaces	MORE/Mobile Worklists-Sierra	-1,000.00
08/05/2026	44091	L.E. Phillips Memorial Public Library	MORE/2nd Qtr High Demands	-500.58
08/05/2026	44092	OverDrive, Inc.	July Advantage/High Demand	-11,606.37
08/05/2026	44093	Roholt, Lori	MORE/Ogema-New Director Training	-142.10
08/13/2026	44094	DEMCO, Inc.	Billable/Supplies for Libs	-17.67
08/13/2026	44095	L.E. Phillips Memorial Public Library	MORE Ecomm Payments 2026	-1,052.71
08/13/2026	44096	MetLife	Cust#268973 Subcode 66	-68.00
08/13/2026	44097	Securian Financial Group, Inc.	August Life & Accidental Ins.	-572.65

08/13/2026	44098	Shafer Exteriors LLC	Exterior Remodel-2nd Pymt.-33%	-27,627.51
08/31/2026	44099	Dubiel, Katelyn	Lib. Visit/Fall Creek-New Director Visit	-35.53
08/31/2026	44100	Fuller, Adam	Lib. Visit -Bloomer	-30.55
08/31/2026	44101	Johnson, Jackee	ILS Evaluation	-185.60
08/31/2026	44102	Maug Cleaning Solutions, Inc.	7/27/26-8/23/26 Cleaning Service	-420.00
08/31/2026	44103	Shafer Exteriors LLC	Exterior Remodel-Final Invoice	-33,150.72
08/31/2026	44104	Tru-Lock & Security Inc.	Replace Staff Door Lockset	-1,263.29
08/31/2026	44105	Wisconsin Library Association	Legislative Advocate Fee	-1,875.00
08/31/2026	44106	Backstage Library Works	MORE/ Database Maint.-Aug.	-491.80
Aug 26				**-266,098.59**

July 2026 Credit Card Statement

Date	Name	Memo	Num	Amount
Jun 26 - Jul 28, 26				
06/26/2026	Bookshop.org	Mentor Gifts-1	Gift	15.00
06/29/2026	Quill Corporation	Hand Towels, T Paper, Copier Paper, Markers	49382018	280.04
06/29/2026	Quill Corporation	Hand Towels, T Paper	49382018	137.62
06/29/2026	Quill Corporation	Hand Towels, T Paper	49382018	-137.62
06/29/2026	American Button	Kits/Refill Button Kits	Kits	177.09
06/29/2026	FlowRoute.com	Jul. Phone/on Acct	on Acct	51.25
07/01/2026	1st Choice Pest Solutions	Serv. Agrmnt-July	July	67.00
07/01/2026	Google Cloud	Google Maps Fee	Fee	27.70
07/02/2026	American Library Association	ALA Membership/J. Johnson	Memb. Renew	207.00
07/05/2026	GFL Environmental	July Garbage	1226729	59.84
07/07/2026	Apple	MORE Library App Memb Fee	App Fees	104.45
07/09/2026	Misc Restaurants	Conf/Meal-L.Langby	Conf. Meal	16.86
07/09/2026	B & H	Billable/Fall Creek-U7 Pro Wireless Acess Point	Comp Equip	203.00
07/09/2026	FlashForge	Billable/Stanley-3D Printer	Comp Equip	849.00
07/09/2026	FlashForge	Billable/Stanley-Foreign Fee	Comp Equip	25.47
07/10/2026	Parking	Conf. Parking/L. Langby	Conf Park	12.60
07/10/2026	Divi Life	Divi Bars '26/Website Tool	1462159	15.00
07/13/2026	Microsoft	Office 365 Licenses	Licenses	58.50
07/14/2026	Best Buy Co. Inc.	Billable/Stanley-TV's	Comp Equip	4,399.96
07/14/2026	Best Buy Co. Inc.	Billable/Stanley-TV's	Comp Equip	-4,399.96
07/14/2026	Best Buy Co. Inc.	Billable/Stanley-TV's	Comp Equip	4,399.96
07/14/2026	FlowRoute.com	Jul. Phone/on Acct	on Acct	51.25
07/15/2026	USPS	July Postage	Postage	23.72
07/15/2026	New Egg	Billable/Stanley-Lenovo Tab One Tablet	Comp Equip	129.99
07/15/2026	Amazon.com Credit	Billable/MORE-Lenovo Tab One Tablet	Comp Equip	29.98
07/16/2026	Intuit	Jul. Direct Dep Fees	Jul. Stmt	52.22
07/21/2026	OfficeMax	Delivery Bin Pocket Supplies	Supplies	49.98
07/22/2026	Misc Restaurants	Board Meeting-Meal (4) Staff	Lunch	78.47
07/23/2026	Menards	Back Door Handles	Door Handle	118.96
07/23/2026	OfficeMax	Labels	Supplies	33.75
07/27/2026	Amazon.com Credit	Stanley-Ergonomic Mouse	Comp Equip	74.36
07/27/2026	Amazon.com Credit	Stanley-iPad Air, IPad Mini, & Cases	Comp Equip	1,742.18
07/27/2026	B & H	Billable/Stanley-Port Switch, Printer, Mouse	Comp Equip	5,307.98
07/27/2026	FlowRoute.com	Jul. Phone/on Acct	on Acct	17.40
07/27/2026	PayPal Inc.	MORE Passport Prizes	Pass. Prize	15.99
07/27/2026	TableTopics	MORE Passport Prizes	Pass. Prize	21.11
07/27/2026	Everusely	MORE Passport Prizes	Pass. Prize	26.27
07/27/2026	Igloo	MORE Passport Prizes	Pass. Prize	89.64
07/27/2026	American Indian Library Association	AILA Membership/J. Johnson	Memb. Renew	30.00
07/28/2026	Dell Marketing L.P.	Billable/Stanley-Dell Pro 24 Monitor (12)	Comp Equip	1,080.00

07/28/2026	Dell Marketing L.P.	Billable/Stanley-Receipt Printer (2)	Comp Equip	480.00
07/28/2026	Dell Marketing L.P.	Billable/Stanley-Dell Pro Docking Station	Comp Equip	140.00
Jun 26 - Jul 28, 26				**16,163.01**

Financial Reports – July-August 2026 (#036-26)

Annual Budget vs. Actual Income and Expense- August 31, 2026

	Jan - Aug 26	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
5100 · Current Year State Aids	1,874,535.00	1,874,535.00	0.00	100.0%
5200 · Interest Income/General Funds	62,530.57	80,000.00	-17,469.43	78.16%
5201 · Interest Income/MORE Funds	0.00	0.00	0.00	0.0%
5263 · MORE Management Income	373,336.00	560,000.00	-186,664.00	66.67%
5264 · Catalog/Processing Income	106,930.00	106,930.00	0.00	100.0%
5280 · Technology Income	9,644.30	11,000.00	-1,355.70	87.68%
5300 · Miscellaneous Income	-12,836.61	500.00	-13,336.61	-2,567.32%
Total Income	2,414,139.26	2,632,965.00	-218,825.74	91.69%
Expense				
6500 · Salaries/Wages & Benefits	985,377.46	1,666,510.00	-681,132.54	59.13%
6580 · Leave Payouts at Retirement	2,955.40	3,000.00	-44.60	98.51%
6585 · Unemployment Benefit Payments	0.00	0.00	0.00	0.0%
7000 · Employee Assistance Program	3,849.00	5,132.00	-1,283.00	75.0%
8070 · New Furnishings/Equipment <$500	550.69	1,000.00	-449.31	55.07%
8530 · Bank & Direct Deposit Fees	808.18	4,000.00	-3,191.82	20.21%
8540 · Annual Audit	10,867.50	11,000.00	-132.50	98.8%
8620 · Collection/Electronic Resources	32,583.52	82,584.00	-50,000.48	39.46%
8630 · Wis Pub Lib Consortium Membshp	8,387.00	8,387.00	0.00	100.0%
8670 · Professional Memberships	2,505.85	9,000.00	-6,494.15	27.84%
8690 · Librarian Prof. Development	6,491.67	17,900.00	-11,408.33	36.27%
8700 · CE/Collaboration Projects	1,661.92	1,340.00	321.92	124.02%
8710 · CE Grants - General	5,608.47	9,625.00	-4,016.53	58.27%
8714 · Accessibility Audits	0.00	3,682.00	-3,682.00	0.0%
8716 · Community Engagement Support	7,716.00	8,000.00	-284.00	96.45%
8720 · IFLS Staff Dvlpmt & Prof Mtgs	5,273.05	25,000.00	-19,726.95	21.09%
8735 · Library Consulting Expenses	392.46	1,700.00	-1,307.54	23.09%
8740 · Field Visits	5,410.53	14,000.00	-8,589.47	38.65%
8741 · Field Visits - Tech Support	317.11	1,000.00	-682.89	31.71%
8755 · Programming Kits	692.26	1,150.00	-457.74	60.2%
8812 · ILL Fees & Verification Sources	10,843.67	12,000.00	-1,156.33	90.36%
8850 · Delivery Service	277,709.75	467,881.00	-190,171.25	59.36%
8855 · Collection Dev Grant-LEPhillips	11,500.00	23,000.00	-11,500.00	50.0%
8864 · Wide-Area Network (WAN)	3,500.50	3,432.00	68.50	102.0%

8890 · IFLS Contrib - MORE Operating	161,300.00	161,300.00	0.00	100.0%
8898 · LEAN WI/Shared Tech WVLS	18,807.43	90,000.00	-71,192.57	20.9%
8950 · Campaign for Wisconsin Libs	1,875.00	2,200.00	-325.00	85.23%
8960 · Long Range Planning Meeting	0.00	5,000.00	-5,000.00	0.0%
8971 · Web Development	1,535.18	1,600.00	-64.82	95.95%
9010 · IFLS Committee Meetings	1,372.89	1,800.00	-427.11	76.27%
9020 · Professional Materials	1,033.78	4,500.00	-3,466.22	22.97%
9030 · Postage	178.10	1,000.00	-821.90	17.81%
9050 · Telephone	1,582.48	3,720.00	-2,137.52	42.54%
9060 · Supplies	714.53	6,500.00	-5,785.47	10.99%
9080 · Marketing & Advocacy PR	693.42	2,400.00	-1,706.58	28.89%
9123 · Building Overhead Expenses	11,944.48	24,200.00	-12,255.52	49.36%
9140 · Photocopier Costs	427.49	875.00	-447.51	48.86%
9160 · Computers	2,680.34	6,900.00	-4,219.66	38.85%
9190 · System Vehicle Expenses	1,992.83	3,600.00	-1,607.17	55.36%
9220 · Insurance	6,238.70	5,625.00	613.70	110.91%
9240 · Contingency	2,952.87	9,000.00	-6,047.13	32.81%
9245 · Capital Expenditures	97,583.86	180,000.00	-82,416.14	54.21%
Total Expense	1,697,915.37	2,890,543.00	-1,192,627.63	58.74%
Net Ordinary Income	716,223.89	-257,578.00	973,801.89	
Pass-thru Income/Expense				
Pass-thru Income				
5670 · MORE Shared System Income	1,190,820.00	1,029,520.00	161,300.00	115.67%
5702 · Billable Project Income	221,373.63			
Total Pass-thru Income	1,412,193.63	1,029,520.00	382,673.63	
Pass-thru Expense				
8830 · Shared Cataloging Service	3,455.77			
8940 · Projects Billable to Libraries	319,168.43	350,000.00	-30,831.57	91.19%
9500 · MORE Shared Automation Expenses	949,399.41	1,190,820.00	-241,420.59	79.73%
9982 · LSTA 2024 Grant Expenses	0.00			
Total Pass-thru Expense	1,272,023.61	1,540,820.00	-268,796.39	82.56%
Net Pass-thru Income	140,170.02	-511,300.00	651,470.02	
Net Income	**856,393.91**	**-768,878.00**	**1,625,271.91**	

Balance Sheet- August 31, 2026

	IFLS	MORE	2026 TOTAL	2025 TOTAL
ASSETS				
Current Assets				
Checking/Savings				
1010 · Associated - Ecomm Checking	27,366.91		27,366.91	24,323.61
1015 · RCU- Ecomm Checking	1.00		1.00	
1040 · Associated - Checking	64,386.16		64,386.16	90,499.71
1045 · RCU - Checking	1.00		1.00	
1050/1060/1106 · Investments/Associated/RCU & LGIP	1,550,623.23	533,986.69	2,084,609.92	2,068,345.15
Total Checking/Savings & Investments	1,642,378.30	533,986.69	2,176,364.99	2,183,168.47
Accounts Receivable				
1200 · Accounts Receivable	65,272.57		65,272.57	21,456.83
Total Accounts Receivable	65,272.57	0.00	65,272.57	21,456.83
Other Current Assets				
1110 · Petty Cash Funds	75.00		75.00	75.00
1150 · Prepaid Insurance	2,795.53		2,795.53	2,439.23
1499 · Undeposited Funds	0.00		0.00	0.00
1511/1512 · 2026-2027 Prepaid Expenses	30,173.83	0.00	30,173.83	29,215.48
Total Other Current Assets	33,044.36	0.00	33,044.36	31,729.71
Total Current Assets	1,740,695.23	533,986.69	2,274,681.92	2,236,355.01
TOTAL ASSETS	**1,740,695.23**	**533,986.69**	**2,274,681.92**	**2,236,355.01**
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	25,415.90	6,649.68	32,065.58	48,395.07
2011 · Credit Card - Associated	0.00		0.00	1,472.04
Total Accounts Payable	25,415.90	6,649.68	32,065.58	49,867.11
Other Current Liabilities				
2100 · Payroll Liabilities	1,813.80		1,813.80	3,608.76
2201 · Accrued Payroll	0.00		0.00	0.00
2800 · Deferred Revenue	0.00		0.00	0.00
2900 · Unavailable Revenue	0.00		0.00	0.00
Total Other Current Liabilities	1,813.80	0.00	1,813.80	3,608.76
Total Current Liabilities	27,229.70	6,649.68	33,879.38	53,475.87
Total Liabilities	27,229.70	6,649.68	33,879.38	53,475.87

Equity				
3000 · Equity/Reserves & Committed (Beginning of Year)	485,000.00	224,000.00	709,000.00	1,269,489.14
3000 · Equity/Uncommitted Funds (Beginning of Year)	612,234.74	63,173.89	675,408.63	0.00
Current Year Income Less Expense	616,230.79	240,163.12	856,393.91	913,390.00
Total Equity (End of Year)	1,713,465.53	527,337.01	2,240,802.54	2,182,879.14
TOTAL LIABILITIES & EQUITY	**1,740,695.23**	**533,986.69**	**2,274,681.92**	**2,236,355.01**

Revenue and Expense Statement-August 31, 2026

	Jan - Aug 26	Jan - Aug 25
Ordinary Income/Expense		
Income		
5100 · Current Year State Aids	1,874,535.00	1,799,593.00
5200 · Interest Income/General Funds	62,530.57	67,818.18
5263 · MORE Management Income	373,336.00	355,124.00
5264 · Catalog/Processing Income	106,930.00	100,274.90
5280 · Technology Income	9,644.30	4,493.84
5300 · Miscellaneous Income	-12,836.61	309.06
Total Income	2,414,139.26	2,327,612.98
Expense		
6500 · Salaries/Wages & Benefits	985,377.46	1,006,268.44
6580 · Leave Payouts at Retirement	2,955.40	14,696.19
6585 · Unemployment Benefit Payments	0.00	740.00
66900 · Reconciliation Discrepancies	0.00	129.98
7000 · Employee Assistance Program	3,849.00	3,849.00
8070 · New Furnishings/Equipment <$500	550.69	883.10
8530 · Bank & Direct Deposit Fees	808.18	0.00
8540 · Annual Audit	10,867.50	10,500.00
8620 · Collection/Electronic Resources	32,583.52	31,594.50
8630 · Wis Pub Lib Consortium Membshp	8,387.00	8,112.00
8670 · Professional Memberships	2,505.85	2,191.28
8690 · Librarian Prof. Development	6,491.67	7,312.82
8700 · CE/Collaboration Projects	1,661.92	400.69
8710 · CE Grants - General	5,608.47	0.00
8714 · Accessibility Audits	0.00	4,023.77
8716 · Community Engagement Support	7,716.00	6,050.00
8720 · IFLS Staff Dvlpmt & Prof Mtgs	5,273.05	6,400.58
8735 · Library Consulting Expenses	392.46	372.00
8740 · Field Visits	5,410.53	5,862.24
8741 · Field Visits - Tech Support	317.11	222.32
8755 · Programming Kits	692.26	485.24
8812 · ILL Fees & Verification Sources	10,843.67	8,597.10
8850 · Delivery Service	277,709.75	244,042.38
8855 · Collection Dev Grant-LEPhillips	11,500.00	11,500.00
8864 · Wide-Area Network (WAN)	3,500.50	3,432.00
8890 · IFLS Contrib - MORE Operating	161,300.00	148,500.00
8898 · LEAN WI/Shared Tech WVLS	18,807.43	-7,002.00
8950 · Campaign for Wisconsin Libs	1,875.00	1,800.00

8971 · Web Development	1,535.18	1,551.14
9010 · IFLS Committee Meetings	1,372.89	1,463.50
9020 · Professional Materials	1,033.78	820.04
9030 · Postage	178.10	697.34
9050 · Telephone	1,582.48	1,758.48
9060 · Supplies	714.53	643.99
9080 · Marketing & Advocacy PR	693.42	1,386.83
9123 · Building Overhead Expenses	11,944.48	11,646.53
9140 · Photocopier Costs	427.49	585.21
9160 · Computers	2,680.34	2,899.21
9190 · System Vehicle Expenses	1,992.83	1,657.67
9220 · Insurance	6,238.70	6,346.77
9240 · Contingency	2,952.87	5,475.00
9245 · Capital Expenditures	97,583.86	41,597.65
Total Expense	1,697,915.37	1,599,492.99
Net Ordinary Income	716,223.89	728,119.99
Pass-thru Income/Expense		
Pass-thru Income		
5476 · LSTA 2024 Income	0.00	12,628.40
5670 · MORE Shared System Income	1,190,820.00	1,122,281.00
5702 · Billable Project Income	221,373.63	143,063.48
Total Pass-thru Income	1,412,193.63	1,277,972.88
Pass-thru Expense		
8830 · Shared Cataloging Service	3,455.77	3,725.79
8940 · Projects Billable to Libraries	319,168.43	129,773.48
9500 · MORE Shared Automation Expenses	949,399.41	940,869.87
9982 · LSTA 2024 Grant Expenses	0.00	18,333.73
Total Pass-thru Expense	1,272,023.61	1,092,702.87
Net Pass-thru Income	140,170.02	185,270.01
Net Income	**856,393.91**	**913,390.00**

MORE Balance Sheet – August 31, 2026

	MORE	
ASSETS		
Current Assets		
1105 · Investment Funds - MORE	$ 533,986.69	
1200-1 · Accts Receivable-MORE	-	
1511-1 · 2026 Prepaid Expense-MORE	-	
TOTAL ASSETS		**$ 533,986.69**
LIABILITIES & EQUITY		
Liabilities		
2000-1 · Accounts Payable-MORE	6,649.68	
Total Liabilities		6,649.68
Equity		
MORE Reserved Fund Balance on 1/1/2026	224,000.00	
MORE Committed Fund Balance on 1/1/2026		
MORE Uncommitted Fund Balance on 1/1/2026	63,173.89	
Current Year Income less Expense	240,163.12	
Total Equity/MORE Fund Balance		527,337.01
TOTAL LIABILITIES & EQUITY		**$ 533,986.69**

MORE Revenue Less Expense Statement- August 31, 2026

	Jul - Aug '26	Jul - Aug. '25
MORE Income/Expense		
MORE Income		
5670 · MORE Shared System Income		
5670-1 · MORE Start-up Income		
5670-2 · MORE Operating Income	1,190,820.00	1,115,598.25
Total MORE Income	1,190,820.00	1,115,598.25
MORE Expense		
9500 · MORE Shared Automation Expenses		
9500-11 · MORE/IFLS Management Charges	373,868.20	355,288.38
9500-12 · MORE/III Annual Maintenance	173,980.17	167,496.99
9500-16 · MORE/Bibliographic Utility	47,366.75	45,613.38
9500-19 · MORE/Contingency	2,262.47	519.00
9500-22 · MORE/High-demand Hold Project	3,168.96	4,730.48
9500-25 · MORE/Subscpts/Novelist,Covers	6,627.56	9,676.88
9500-24 · MORE/Conferences	8,907.91	7,259.39
9500-31 · MORE/New Products/	0.00	15,588.00
9500-44 · MORE/Statistical Analysis Tool	38,745.77	37,255.55
9500-40 · MORE/OverdriveAdvantageContent	46,129.86	48,755.99
9500-48 · MORE/PatronNotificationServices	16,779.33	12,395.51
9500-50 · MORE Discovery/App	0.00	54,023.67
9500-51 · MORE Discovery/App	59,530.49	104.45
9500-54 · MORE/NicheAcademy	3,630.00	3,300.00
9500-5 · MORE/Publicity	2,905.14	2,239.66
9500-6 · MORE/Database Cleanup/Maint	3,880.80	3,586.26
9500-8 · MORE/Host Site Costs	0.00	4,085.33
9500-41 · MORE/E-Content	161,616.00	155,203.00
Total 9500 · MORE Shared Automation Expenses	949,399.41	927,121.92
Total MORE Expense	949,399.41	927,121.92
Year-to-date MORE Income less Expense	240,163.12	181,151.88
Year-to-date MORE Income less Expense	**240,163.12**	**181,151.88**
Plus 12/31/25 MORE Uncommitted Fund Balance	**63,173.89**	
Plus 12/31/25 MORE Reserve/Committed Balance	**224,000.00**	
MORE Fund Balance	**527,337.01**	

May 2026 LEANWI Budget Report

Account #	Account	Appropriation	Curr. Dist.	Total Dist.	Receipts/Reimb.	Balance
Jun-00	**HR - SALARIES/WAGES**	**$56,972.86**	**$0.00**	**$0.00**	**$0.00**	**$56,972.86**
Jun-30	**HR - BENEFITS and OTHER**	**$38,860.37**	**$0.00**	**$0.00**	**$0.00**	**$38,860.37**
Jun-10	**LICENSING AND SERVICES**	**$298,006.00**	**$30,479.78**	**$57,570.20**	**$0.00**	**$240,435.80**
Jun-50	**TRAVEL**	**$3,000.00**	**$0.00**	**$0.00**	**$0.00**	**$3,000.00**
Jun-90	**INSURANCE**	**$3,000.00**	**$0.00**	**$0.00**	**$0.00**	**$3,000.00**
Jun-60	**MAINTENANCE**	**$2,100.00**	**$0.00**	**$0.00**	**$0.00**	**$2,100.00**
Jun-50	**LIFECYCLE \ LONG RANGE**	**$43,200.00**	**$66,822.97**	**$74,022.97**	**$0.00**	**($30,822.97)**
Jun-00	**CAPITAL**	**$0.00**	**$90,366.90**	**$90,366.90**	**$0.00**	**($90,366.90)**
TOTAL		**$445,139.23**	**$187,669.65**	**$221,960.07**	**$0.00**	**$223,179.16**

Beginning of Month Balance	***$575,629.43***	**Beginning 2026 Balance**	***$586,519.85***
Receipts\Transfers - Partner Shares	$0.00	Receipts - Partner Shares	$23,100.00
Receipts - HR Shares	$0.00	Receipts - HR Shares	$0.00
Receipts - CPA	$0.00	Receipts - CPA	$300.00
Transfers - Expenses to 3-Grants / Other	$0.00	Transfers - Expenses to 3-Grants / Other	$0.00
Expenditures - 2026 Budget	($187,669.65)	Expenditures - 2026 Budget	($221,960.07)
Expenditures - 2026 Other	$0.00	Expenditures - 2026 Other	$0.00
End of Month Balance	***$387,959.78***	**2026 Year to Date Balance**	***$387,959.78***

Segregated Monies - Grants Awarded

Account #	Name	Balance

Realized Technology Grant Transfers

Account #	Name	Balance

3-2026-251	LSTA '25-'26 Core Services	$77,318.00		3-2026-251	LSTA '25-'26 Core Services	$-
3-2026-251	LSTA '25-'26 Accessibility	$30,000.00		3-2026-251	LSTA '25-'26 Accessibility	$-
3-2027-251	LSTA '26-'27 Core Services		*	3-2027-251	LSTA '26-'27 Core Services	

Segregated Monies - Prepaid Services

Account #	Description	Balance
Jun-10	CVTC RDC Rack 1	$-
Jun-10	CVTC RDC Rack 2	$-

Unrealized Receivables 6-0000-

Account #	Account	
100	Partner Shares	$143,964.25
100	HR Shares	$95,894.98

Lifecycle Reserves

Account #	Account	Balance
Jun-50	Core Infrastructure	$143,421.43
Jun-50	Licensing & Svcs	$119,300.00
Jun-50	Infrastructure & Core Svc - IFLS	$4,900.00
Jun-50	Infrastructure & Core Svc - NWLS	$3,920.00
Jun-50	Infrastructure & Core Svc - WVLS	$64,545.68
Jun-50	Contingency - D/R	$69,202.00

YTD Operating Summary

Beginning Balance	**$586,519.85**
Encumbrances	$-
Receipts	$23,400.00
Expenses	($221,960.07)
Transfers	$-
Reserves	($405,289.11)
Balance	($17,329.33)

* These LSTA 2026-2027 placeholders are for anticipated opportunities not yet formally announced by DPI

Director's Report (#037-26)

Agenda Items

9. Investment Report Discussion

Adam will provide an update on the investment report. Adam has begun moving our bank accounts to RCU from Associated Bank due to the ever-increasing bank fees. This change is consistent with the approved investment policy.

12. Personnel Committee Report ***Personnel Chair to provide recommendations***

- Wages for 2027 **
- Director's Salary for 2027 **

** *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.*

*13. * Action on Closed Session*

*14. * 2027 Resource Library Agreement*

The agreement remains unchanged (other than dates) from the 2026 agreement.

*15. * 2027 IFLS and MORE Budget*

The draft budget includes a placeholder wage and benefits amount that is consistent with the wage recommendation that will be presented at the Personnel Committee in the morning. This amount could be modified during the Personnel Committee meeting. The budget doesn't include any significant changes or new services. Increased projected spending deals with Staffing, fuel surcharges/courier costs (Line 41) and MORE Contribution (line 47).

*16. * 2027 IFLS/State Long Range Plan*

The draft plan is included in the packet. The final submitted plan will include budget numbers once the board approves the budget. We will share the submitted version at the November meeting.

Monthly Activities

New Buildings

Cadott – The furniture has arrived and been installed.
Fall Creek – Their new library, village hall, and community spaces opened on September 14th.
Stanley – Should be open by the end of September or early October.

Wisconsin Library Association *Conference*

https://www.wisconsinlibraries.org/2026-wla-conference

The fall conference runs from Tuesday, October 20th to Friday, October 23rd. The Awards and Honors Banquet on Thursday evening will feature the New Richmond Community Library as winner of Library of the Year and John Kuehn, Fall Creek, at Trustee of the Year.

I will be supporting a discussion panel-- Rooted Insights: Turning Library Data into Community Impact on Friday morning.

New Directors

Julie Lake is the new director of the Ogema Library. I met with her on August 8th. She is excited to reenergize the library.

Stephanie Brostrom is the new Library Director in Colfax. I met with her on September 8th. The library will be increasing open hours in the coming weeks as she learns more about her position and the community.

Consulting Topics

Budget, Collection Development, Director Evaluation, Budget Advocacy, County Funding, Personnel, Space Planning, Library Board responsibilities, Director hiring and Building project consulting.

IFLS Office

The work on the exterior of our building is wrapping up. New doors, siding, and windows have been installed along with the seal coating and striping of the parking lot. A few trees were removed due to them being too close to the building or because they were dying. Thank you to Adam and Joanne for coordinating the projects and their schedules while the work was being done.



Front entrance and parking lot



Rear of the building



Garage and courier entrance



Side view (meeting room)



Garage and rear view

Staff Reports (#038-26)

Public Services Consultant – Katelyn Dubiel

Consulting

- Strategic Planning: Facilitated focus groups for Amery, they are done collecting data; Bruce, data collection phase; Bloomer, survey creation phase.
- Open Meetings Law, mostly regarding open/closed session
- Policy: Bylaws (Amery); Parental Leave (Plum City); Hiring (Cameron)

Library Visits

- Amery (07/30) Focus Group Facilitation
- Fall Creek (08/07) New Director Visit
- Cadott (09/19) Grand Opening!

Collaborations/Adult Services

- Adult Services Check-In with WVLS scheduled for 09/22; at the time of writing it has yet to occur but we've been doing well collaborating with our eastern neighbors for these check-ins. It's nice to hear from additional voices.
- Policy of the Month Club: August we released a self-audit about Board Bylaws for Library Trustees, September is programming, and October will be Photography. We continue to receive positive feedback on this initiative!
- Assisting at the upcoming Everyone-Palooza Days in Eau Claire and Rice Lake
- Taking lead on OverDrive Support Requests for Cecelia, as she has her hands full with the influx of AI in collection development amongst her other duties and projects

Committee Meetings

- COLAND DOC Subcommittee (08/03; 09/14)
- WPLC Board Meeting (08/03)
- WPLC Delivery Workgroup (08/07)
- MORE Exec Meeting (09/04)
- COLAND Meeting (09/11)

Delivery

- Summer Delivery Study was conducted August 10-14. During this time libraries record the number of incoming and outgoing bins from their libraries. The data showed that cumulatively that week 1,035 bins were delivered to libraries, 1,079 bins departed from libraries, and 49 additional items

such as kits arrived/departed from libraries. A big thank you to our delivery drivers who picked up, carried, and set down 2,163 heavy bins and boxes, and do so every week!

- Fuel costs continue to rise dramatically and have significant impacts on our delivery budget.
- Sorting continues to be fast and efficient!

Tidbits

- Attended the Wisconsin Libraries Tech Days webinars on 09/15-09/16. Most of the sessions were about AI and were very interesting.

Resource Sharing and Collection Consultant– Cecelia Cole

Updates & Project Highlights:

- Artificial Intelligence (AI) in Collection Development: The AI landscape has shifted rapidly over the last couple of months. As a result, AI-generated content is becoming more prevalent in places like Amazon and Ingram, and we've seen a significant increase in the number of AI-generated materials making their way into the MORE shared collection. IFLS staff have been working on a number of efforts to address this growing issue:
    - Updated guidance was developed and sent to our libraries to help avoid and identify AI-generated content. This is also posted on our AI in Collection Development page.
    - The MORE Resource Sharing and Collection Development Committee has been discussing the issue at length and is currently working on updated language about AI-generated materials in the MORE Collection Maintenance Standards.
    - MORE staff, including cataloging staff (CABS), have also been heavily involved in the process for identifying and addressing AI-generated content in our shared collection, reviewing and updating bibliographic records as needed.
    - There is some momentum happening among Wisconsin systems and libraries outside of IFLS to combine efforts and increase awareness.
    - The IFLS "Everyone-Palooza" library staff retreat at the end of September will also include additional training and discussion opportunities about AI in collection development.

Consultation Highlights:

- Collection Development: Phillips PL, July 2026
- Interlibrary Loan: Milltown PL, August 2026
- AI in Collection Development: Several libraries, July/August/September 2026

Committee Meetings:

- WPLC Selection Committee: July 2026
- MORE Resource Sharing and Collection Development Committee: August 2026
- Statewide Database Team (unauthorized/AI materials discussion): September 2026

Professional Development:

- Webinar: *Generative AI and Library Collections: From Policy to Selection and Beyond*, Tech Days 2026, September 2026
- Webinar: *Intentional AI conversations at your library*, WebJunction, September 2026

IT Administrator - Kris Schwartz

Cybersecurity:

Cybersecurity is becoming one of the biggest challenges facing libraries today. Cyberattacks are no longer something we can assume will happen to someone else. One of the biggest threats is ransomware, where criminals lock up computer systems and demand payment to restore access. Libraries can be attractive targets because we provide public computers and Internet access to our communities. Protecting our systems and the information entrusted to us has to be an ongoing part of how we operate.

We continue to improve our defenses by providing up-to-date security and Phishing training through InfoSecIQ for system and library staff to recognize suspicious emails, keeping systems and software up to date, and making sure our backups are reliable and can be used to recover if something does go wrong. The important thing to understand is that cybersecurity isn't something we can address once and then check off the list. It requires continued attention, investment, and staff training. Our goal is to make sure that if an incident does occur, we are prepared to respond and get our libraries back up and running as quickly as possible. In much the same way that we lock the doors at night to protect our buildings, we need to make sure we're also locking our digital doors every day to protect our libraries, our staff, and the communities we serve.

New Backup Solution:

The Lean Wisconsin partners recently implemented an important upgrade to better protect the our core systems and data. We installed a new backup system called the Unitrends Recovery Series Backup Appliance that automatically saves copies of our important files and systems at scheduled intervals. These backups help ensure that if a computer fails or something is accidentally deleted, we can quickly restore the information. We also added Immutable Cloud Backup, which safely stores an additional copy of our backups in the cloud where the data cannot be changed or erased. This extra protection helps keep our information safe even if there is a serious problem such as a ransomware attack.

MORE Administrator – Lori Roholt

2027 MORE Budget

At their July 17 meeting, MORE Directors Council approved a 2027 MORE budget. The most notable change approved for 2027 is the primary statistical and collection development tool used by member library staff and directors. The new tool, LibraryIQ, should help libraries make more targeted decisions about their collections and gain insights into their patrons' library use.

The total budget amount for 2027 is a 5.41% increase over 2026.

MORE ILS Evaluation

MORE is nearing the end of its evaluation of the staff-facing software in use by all libraries in the consortium. Since 2012, MORE has used Sierra, an ILS (integrated library system) from vendor Innovative. Other ILS products are available for library consortia. An ILS Task Force made up of library staff, library directors, and IFLS staff has been meeting regularly for the last year. The group has:

- Explored the current ILS landscape
- Conducted a survey on Sierra among library staff and director
- Requested, received, and analyzed written information from 3 companies about 4 ILS products: ByWater Solutions (Koha), SirsiDynix (Symphony), and Innovative, a Clarivate company (Sierra and Polaris)
- Hosted product demos
- Collected post-demo feedback from staff
- Conducted on-site and virtual visits with users of other products under consideration

Next, the task force will make a recommendation about MORE's ILS use in the future to MORE Directors Council. Directors Council will vote in November or January whether to stay with Sierra or make an ILS switch. If the group decides to switch, 2027 will be a product migration year, with a new product in full use in 2028.

Database Management Update

So far this year, MORE's Cataloging Partner library staff and CABS staff at IFLS have created 18,490 bibliographic (title) records on behalf of all member libraries. These catalogers, along with other Bibliographic Records and Standards Committee staff, work together to ensure consistency and reliability across MORE's shared collections.

CABS staff has also been a first line in flagging possible AI-generated materials before they're added to library collections. Catalogers work with our Resource Sharing and Collection Development colleague Cecelia Cole to notify and educate library staff about the proliferation of these materials in the marketplace.

Communications and Advocacy – Rebecca Kilde

Accessibility

Right now in library land there's a big push to make all of our digital resources comply with upcoming changes in accessibility standards. Most of that work is behind the scenes, and won't change what websites and documents look like to the end user. Some of those changes will be more obvious.

This board report is one step in fully accessible digital content. Microsoft Word does a better job of creating accessible documents, so we've put together a template. This standardizes the way the document looks, but you'll get all the same information as you always have. Don't worry, if you prefer a paper copy or a PDF, we'll still provide the board packet in those formats.

All of our library will also have to meet those standards. Kudos to the LeanWI Website Services team for all the work they're doing to support our libraries as they make these changes.

I attended an in-person training with Erica Brewster (LeanWI) organized by Leah at Hammond's beautiful new library building. It was great to be in the room with the trainer, and there was also a lot of information sharing between attendees. It was such a success that we plan to continue meeting regularly for this kind of work.

Explore MORE Passport Program is a wrap

We're done for the year for this popular program. I'm just now digging into all the stats after drawing for winners. We also have a staff program that went through Sep. 15. Patrons can continue to use their passports all year to plan their library adventures–they just won't earn entry forms for prizes.

Professional Development and Public Services – Leah Langby

Continuing Education

Recent Events:

- Webinar: **Making Data Work for Your Library** with Kim Kiesewetter and Tim Draxler, July 24 (statewide, IFLS hosted and organized), 76 attended live, 29 have viewed recording
- **In-Person Website Training** (with emphasis on accessibility requirements and resources): tour by Erica Brewster from WVLS/Libraries WIN, 5 in-person workshops in 3 systems. Hammond hosted one workshop, attended by 27, very well-received! We are considering ways to make a hands-on workshop about website development more regular. A handful of IFLS librarians attended sessions in other systems (Hayward and Minocqua)
- **Virtual YS Check**-in with WVLS. 16 attended (10 from IFLS, 6 from WVLS).

Upcoming Events:

- **Everyone-Paloozas** (September 24 in Eau Claire, September 25 in Rice Lake). Over 100 library/IFLS staff registered!
    - Crystal Trice presenting opening and closing sessions: AI from a Library Perspective to open, and closing with Communication Styles
    - Breakout sessions on a variety of topics with IFLS staff, plus discussion/interaction opportunities in the middle of the day
- **Youth Services Workshop** (November 6 at the Cadott Public Library): Morning session on early childhood programs/services with Rose Oyamot; Afternoon session on teen brains with Luisa Gerasimo; Breakout sessions in between with library staff (still in development)
- **Beyond the Slop: Keeping Library Collections Trustworthy and Relevant in the Age of AI** with Nick Tanzi, November 17 (several systems are helping to sponsor)
- Wild Wisconsin Winter Web Conference, January 20-21: I'm coordinating the Hodgepodge Track, and have planned 3 sessions about serving older adults, avoiding artificial intelligence, and the meeting the purchasing/demand challenges for e-content.

Consulting Highlights

New director visit and mentor pairing—Ogema; youth services priorities, goals, programming, and sustainability; LGBTQIA+ inclusion; visit to Barron.

Other Projects

WLAF Scholarship Committee; Meet with new CE Consultant at Northern Waters Library Service; Updating Accessibility and Inclusion section of website; working on website accessibility; developing scholarships for IFLS library staff for upcoming workshops and courses; programming kit development/updates; attending webinars about early childhood and instructional design.

2027 Resource Library Agreement (#041-26)

RESOURCE LIBRARY AGREEMENT

2027

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, 2027 to December 31, 2027.

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

2027 IFLS and MORE Budget (#039-26)

2027 Preliminary Budget

Line #	Line Item	2026 Budget Estimates	2026 Revised Budget	2027 Preliminary Budget
1	**Current Year Income**			
2	**5100 · Current Year State Aids**	1,874,535.00	1,874,535.00	1,949,477.00
3	**5200 · Interest Income**	8,000.00	80,000.00	8,000.00
4	**5263 · MORE Management Income**	560,000.00	560,000.00	622,610.00
5	**5264 · Catalog/Processing Svc Inc**	106,930.00	106,930.00	95,000.00
6	**5280 · Technology Income**	6,000.00	11,000.00	9,000.00
7	**5300 · Miscellaneous Income**	500.00	500.00	500.00
8	**Total Income**	2,555,965.00	2,632,965.00	2,684,587.00
9	**Current Year Expenses**			
13	**Total 6500-60 · Salaries/Fringes**	1,669,228.00	1,666,510.00	1,780,203.00
14	**6585 · Unemployment Benefit Payments**	1,480.00	-	-
14	**6580 · Leave Payouts @ Retirement**	4,000.00	3,000.00	-
15	**7000 · Employee Assistance Program**	5,132.00	5,132.00	5,260.00
16	**8070 · New Furnishings/Equipment <$500**	1,800.00	1,000.00	2,000.00
17	**8530 · Bank fees, QBooks/Direct Dep**	3,000.00	4,000.00	4,000.00
18	**8540 · Annual Audit**	11,000.00	11,000.00	11,000.00
19	**8620 · Collection/Electronic Resources**	33,180.00	32,584.00	34,215.00
20	**8620-1 · Coll/Electronic Resources**	50,000.00	50,000.00	50,000.00
21	**8630 · Wis Pub Lib Consortium Memb**	9,000.00	8,387.00	8,678.00
22	**8670 · Professional Memberships**	9,000.00	9,000.00	9,000.00
23	**8690 · Librarian Professional Development**	15,500.00	17,900.00	15,250.00
24	**8700 · CE Colaboration Projects**	1,525.00	1,340.00	1,400.00
25	**8710 · CE Grants - WLA Conference**	9,625.00	9,625.00	10,000.00
27	**8714 · Accessibility Audits**	3,682.00	3,682.00	2,000.00
28	**8716 · Program Support**	8,000.00	8,000.00	8,000.00
29	**8720 · IFLS Staff Dvlpmt & Prof Mtgs**	25,000.00	25,000.00	25,000.00
30	**8735 · Library Consulting Expenses**	1,700.00	1,700.00	1,200.00
31	**8740 · Field Visits**	7,500.00	9,000.00	9,000.00
32	**8740-1 · MORE Training Travel**	5,000.00	5,000.00	2,000.00
33	**8741 · Field Visits - Tech Support**	1,000.00	1,000.00	1,000.00
34	**8755 · Programming Kits**	1,150.00	1,150.00	800.00
35	**8812 · ILL Fees & Verification Sources**	12,000.00	12,000.00	12,500.00
41	**Total 8850 · Delivery Service**	412,981.00	467,881.00	483,576.00
42	**8855 · Collection Dev Grant-LEPhillips**	23,000.00	23,000.00	23,000.00
46	**Total 8864 · Wide-Area Network (WAN)**	3,432.00	3,432.00	3,432.00
47	**8890 · IFLS Contrib - MORE Operating**	161,300.00	161,300.00	172,000.00
48	**8898 · LEAN WI/Shared Tech WVLS**	90,000.00	90,000.00	94,434.00

49	8950 · Campaign for Wisconsin Libraries	2,200.00	2,200.00	2,200.00
50	8960 · Long Range Planning Meetings	5,000.00	5,000.00	5,000.00
51	8971 · Web Development	1,600.00	1,600.00	1,600.00
56	Total 9010 · IFLS Committee Meetings	1,800.00	1,800.00	2,000.00
60	Total 9020 · Professional Materials	3,500.00	4,500.00	4,500.00
61	9030 · Postage	1,000.00	1,000.00	1,000.00
66	Total 9050 · Telephone	3,720.00	3,720.00	2,720.00
70	Total 9060 · Supplies	6,500.00	6,500.00	5,500.00
75	Total 9080 · Marketing & Advocacy	2,400.00	2,400.00	2,400.00
87	Total 9123 · Building Overhead Expenses	26,000.00	24,200.00	22,000.00
92	Total 9140 · Photocopier Costs	975.00	875.00	970.00
96	Total 9160 · Computers	6,900.00	6,900.00	6,900.00
101	Total 9190 · System Vehicle Expenses	3,700.00	3,600.00	2,600.00
106	Total 9220 · Insurance	6,725.00	5,625.00	6,225.00
107	9240 · Contingency	6,000.00	7,500.00	7,500.00
108	9241 · Credit Card Reward Program	(1,500.00)	(1,500.00)	(1,500.00)
109	9245 · Capital	30,000.00	180,000.00	20,000.00
110	**Total Expense**	**2,685,735.00**	**2,887,543.00**	**2,860,563.00**
111	**Net Ordinary Income**	(129,770.00)	(254,578.00)	(175,976.00)
112	**Pass-thru Income/Expense**			
113	**Pass-thru Income**			
114	5702 · Billable Project Income	150,000.00	350,000.00	150,000.00
116	LSTA and Other Grant Income		32,586.00	
117	**Total Pass-thru Income**	150,000.00	382,586.00	150,000.00
118	**Pass-thru Expense**			
119	8940 · Projects Billable to Libraries	150,000.00	350,000.00	150,000.00
121	LSTA and Other Grant Expenses		32,586.00	
122	**Total Pass-thru Expense**	150,000.00	382,586.00	150,000.00
123	**Net Pass-thru Income**	-	-	-
124	**Total Income less Expense**	**(129,770.00)**	**(254,578.00)**	**(175,976.00)**
125				
126	**TOTAL IFLS Carryover Funds Beg of Year**	**815,548.99**	**928,978.99**	**685,778.99**
127				
128	Plus/Minus Net Income/Loss	(129,770.00)	(254,578.00)	(175,976.00)
129	Less Funds in Reserve (see below)	485,000.00	495,000.00	495,000.00
133	**IFLS Uncommitted Carryover End of Year**	**200,778.99**	**179,400.99**	**14,802.99**
134				
135	**IFLS Reserve Funds at year end:**			
136	Building/Land Reserves	65,000.00	65,000.00	65,000.00
138	Shared Svcs Prog/Bldg Expansion	50,000.00	50,000.00	50,000.00
139	Vehicle Replacement	50,000.00	60,000.00	60,000.00
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**	200,000.00	200,000.00	200,000.00
146	**IFLS Reserve Total**	**485,000.00**	**495,000.00**	**495,000.00**
148				
149	**MORE Carryover Beg of Year**	**261,320.00**	**261,320.00**	**261,320.00**
150	**5670 · MORE Shared System Income**	1,190,820.00	1,190,820.00	1,255,262.00
152	**9500 · MORE Shared Automation Exps**	1,190,820.00	1,190,820.00	1,255,262.00
153	**MORE Net Income/Expense**	-	-	-
154	**MORE Funds End of Year**	**261,320.00**	**261,320.00**	**261,320.00**

2027 IFLS/State Long Range Plan (#040-26)

Wisconsin Department of Public Instruction

PUBLIC LIBRARY SYSTEM PLAN AND CERTIFICATION OF INTENT TO COMPLY CALENDAR YEAR 2027

PI-2446 (Rev. 07-2026)

INSTRUCTIONS: Complete and submit one copy of this Word document along with one signed, scanned copy in PDF format to the Division for Libraries and Technology (Division) by the 30th of October preceding the plan year. Submit completed Word and PDF documents to:

LibraryReport@dpi.wi.gov

Required by Wis. Stat. §§ 43.17(5) and 43.24(3)

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 especially in relationship to the statutory authorities of library boards. 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.

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. This year we emailed our member library directors seeking their feedback on our existing services as well as any new priorities for us to consider for 2027. At the suggestion of a member library we will be exploring if group purchases of Wonderbooks or Vox books will be cost effective for IFLS or if an alternative might exist.

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 2027 we will conduct a bylaw review that will included creating more flexibility in determining representation by academic, school, and special libraries as well as a reorganization of the committee.

ASSURANCES (cont'd)

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 **2027**. 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:

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 [3] Provide training or develop video tutorials for ILL training. [4] Continue to work with our LEANWI partners to provide website development training and other technology services.

Others:

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. In addition, it has been recommended that the system director visit more libraries with cookies.[5] AI education including collection development, ethics, and service implications.

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.

Others:

Other Comments:

MORE Staff provide ILS consulting on circulation, database quality, and other components of our ILS.

ASSURANCES (cont'd)

Delivery and Communication

[Y] 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:

[Y] Had regular courier or van delivery service

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

[Y] Used fax for document delivery/communication

[N] Used mail as primary delivery system

[Y] Published a newsletter

ILL Transactions sent by:

[Y] Email [Y] OCLC [Y] Local automated system [Y] 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. [5] Systematically review documents, website, and other resources to ensure compliance with new accessibility guidelines

Others:

Other Comments:

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:

ASSURANCES (cont'd)

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:

Both are the same (though we could say we have expanded the project to improve system services to library employees with a variety of disabilities.

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

Making small adjustments to create continuing education offerings that are more accessible to library employees by following results of a staff survey and exploring Universal Design for Learning in the context of adult education.

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:

Imbedded into many "general" continuing education offerings. 2025 specific offerings include: Serving Dyslexic Kids at the Library webinar; Disability Inclusion in Libraries and Building Lifelong Community Connections Through Programming webinars; Plain Connection, Outreach to Amish and Mennonite Communities webinar; Summer Library Program discussion/activity workshop series focused on accessible programming; 2 webinars and discussion opportunities about self-censorship (Collection Management Confidence: Confronting Self-Censorship; Opening Up About a Quiet Practice: Self-Censorship in Collection Development). 2026 specific offerings still in development.

Other Comments:

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:

We help provide support to CVTC as a member of our ILS. This includes some technical services/cataloging consulting/support as well as access to training materials.

ASSURANCES (cont'd)

Library Technology and Resource Sharing Plan

[Y] 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, 2027, 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. Fall 2026/Spring 2027 finalize possible ILS vendor selection.

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.)

None

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, 2027.

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.

Will need to evaluate how best to respond to AI and the impact on our member libraries and public libraries in Wisconsin.

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 **2027**.

Name of System Director	Signature of System Director	Date Signed *Mo./Day/Yr.*
John Thompson	➢	
Name of System Board President	Signature of System Board President	Date Signed *Mo./Day/Yr.*
Sue Duerkop	➢	

FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is:	DLT Assistant Superintendent Signature	Date Signed *Mo./Day/Yr.*
	➢	

Comments

PUBLIC LIBRARY SYSTEM 2027 ANNUAL PROGRAM BUDGET

Program	2027 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					$0
Direct Payment to					$0
Direct Nonresident					$0
Youth Services					$0
Public Information					$0
Administration					$0
1.					
2.					
3.					
4.					$0
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