

1 **WASHINGTON COUNTY LIBRARY SERVICES BOARD**

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3  
4 Courthouse - Government Center  
5 West Bend, Wisconsin

April 12, 2007  
1:30 p.m.

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7  
8 Present: Maurice Strupp, Joseph C. Gonnering, Frank Beesten, Amy Bingen, and Darlene Vosen.

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10 Excused: Beverly Schroeder.

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12 Absent: Kieth Kriewaldt.

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14 Also Present: Brenda J. Jaszewski, County Clerk; Michael Tyree, West Bend Community Library; Michael  
15 Gelhausen, Hartford Public Library; Roberta Olson, Germantown Community Library; Jennifer Einwalter,  
16 Slinger Community Library; Steven Baker, Kewaskum Public Library; and Deputy Clerk Patricia Nysse.

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18 Chairperson Strupp called the meeting to order and the Affidavit of Posting was read.

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20 **APPROVE MINUTES OF JANUARY 18, 2007**

21 Moved by Mr. Beesten, seconded by Ms. Vosen to approve the January 18, 2007, Library Services Board  
22 minutes as presented. Motion carried.

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24 **REVIEW OF QUARTERLY CIRCULATION STATISTICS**

25 Mr. Tyree presented and reviewed the first quarter 2007 Circulation for Washington County Library  
26 Services. The librarians are having problems getting the statistic reports to work correctly with the new  
27 Automation System. Many of these problems occur because of the coding system that the new Automation  
28 System uses. West Bend Community Library's circulation is down 6.7% for the past three months.  
29 Circulation at the Germantown Community Library and Slinger Community Library have gone up. The drop  
30 at West Bend Community Library is attributed to the people having to get use to the new software system,  
31 and being closed two days in January. Mr. Tyree has spoken to other librarians, and they also have  
32 experienced loss in their circulation. One problem the West Bend Community Library has with the new  
33 shared system is that when an item is cataloged, that item is on the van and out of the door. Unfortunately,  
34 people no longer have a browsing selection when they come to the West Bend Community Library. People  
35 want to take things off the shelf, not have to wait for an item on hold. Mr. Tyree thinks that this is a major  
36 reason for the drop in circulation. Sometimes when people come in and search on the computer and the  
37 computer freezes up, they just leave disgusted. The librarians attended a System meeting today, and found  
38 that all of the librarians in three Counties are facing challenges with the new software. West Bend  
39 Community Library is facing a \$20,000 decrease in their book budget this quarter.

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41 **AUTHORIZE PAYMENT OF QUARTERLY EXPENSES & PAYMENT OF ANY OTHER BILLS**

42 Moved by Ms. Vosen, seconded by Mr. Beesten to approve the second quarter distribution for 2007, based  
43 on the first quarter circulation; the 5% Reserve Fund distribution for 2006; and the City of West Bend for the  
44 first quarter Outreach Service Librarian in the amount of \$7,326.80.

45  
46 **2nd Quarter Distribution**

47	West Bend	\$131,069
48	Germantown	\$ 81,507
49	Hartford	\$ 30,050
50	Kewaskum	\$ 10,746
51	Slinger	<u>\$ 29,805</u>
52	<b>Total</b>	<b>\$283,177</b>

**5% Reserve Distribution**

West Bend	\$31,300
Germantown	\$11,083
Hartford	\$ 6,671
Kewaskum	\$ 2,241
Slinger	\$ 5,857
<b>Total</b>	<b>\$57,152</b>

Motion carried.

**2006 ANNUAL REPORT**

County Clerk Jaszewski distributed a copy of the 2006 Public Library Annual Report for the Washington County Library Services Board. Ms. Vosen suggested that the many problems and concerns with the new System should be recorded in the 2007 Public Library Annual Report. County Clerk Jaszewski suggested that the January agenda should include an item to review information and give direction for the annual report. Moved by Mr. Gonnering, seconded by Mr. Beesten to accept the 2006 Public Library Annual Report. Motion carried.

**ACT 420 – COUNTY TO COUNTY CHARGES FOR CIRCULATIONS**

This Act will take effect this year and gives libraries the right to bill adjacent counties for providing service to non-residents from unserved areas of those adjacent counties. Libraries have until July 1, 2007, to submit invoices to Washington County. The reimbursement rate is set at 70% of each lending library’s unit cost per circulation. Washington County would be liable for those payments by March 1, 2008. This billing would not be a County to County payment, but rather a payment to the individual libraries. Washington County will look at the way we currently allocate funding to our libraries and there may need to be changes made with that allocation, beginning in 2008. Mr. Tyree distributed a handout from Mr. Thomas J. Hennen, Jr. of the Waukesha County Federated Library System, stating that Washington County will owe Waukesha County libraries \$54,407 in 2008, and Waukesha County will owe Washington County libraries \$986. Fond du Lac County will receive an invoice from Kewaskum Public Library for approximately \$15,000. County Clerk Jaszewski requested that the Washington County libraries send Washington County copies of any invoices they send out to other Counties. Washington County could also be receiving invoices from Ozaukee, Sheboygan, and Fond du Lac County libraries.

**UPDATE ON PENDING LEGISLATION**

A discussion followed on current and pending legislation. There is no official legislation at the present time that directly impacts Washington County.

**SYSTEM UPDATE**

All the librarians stated they are encountering many problems with the new SHARE (Shared Holdings and Resource Exchange) system that took effect January 10, 2007. Mr. Gelhausen stated that the SHARE system change is a challenge because of lack of training. The librarians feel a lot of the current problems could have been avoided if the concerns they stated a year ago were addressed at that time.

**NEXT MEETING DATE**

The next meeting dates are scheduled for Thursday, July 12, 2007, and for Thursday, August 9, 2007, at 1:30 p.m. in Room 2024 of the Government Center, located in the Courthouse.

**ADJOURNMENT**

Moved by Mr. Beesten, seconded by Ms. Vosen to adjourn the meeting at 2:25 p.m. Motion carried.