

Prairie Lakes Library System



## Prairie Lakes Advisory Committee Meeting

Tue Apr 4, 2023 9:30 AM - 11:00 AM CDT

Matheson Memorial Library - 101 N Wisconsin St, Elkhorn, WI 53121 - Community Room  
(Across from Inner Library Entrance)

<https://meet.goto.com/181260189> Access Code: 181-260-189 | To access via telephone,  
please dial: +1 (312) 757-3121

### 1. Call to Order

A chairperson from Racine County is recommended, for the purpose of county rotation.

Called to order at 9:32 A.M. by Charles Teval, acting chair.

### 2. Roll Call and Introduction of Guests

Quorum met.

**Regular Representatives – Present:** Emily Sanders, Baroli, Burkhalter, Swanson, Teval, Kornak, Robinson, Strunz, Zimmerman; **Present Virtually:** Michael DeVries, Langer, Kloeckner, Krebs-Smith, Strehlow, Kunkel, Stapleton, Sorrentino, Kinkaid; **Absent:** Carter, Hein, Davies, Heskett, Schnupp (TKA)

**Prairie Lakes System Staff – Present:** Anderson, Dowling, Erickson Hudson, Novy, Ohs, Platteter; **Absent:** Schultz

**Prairie Lakes Board Trustee(s):** Mary Nugent.

### 3. Approval of Previous Minutes

Included in packet.

Kloeckner requested the correction of her name in attendance via email.

Motion to approve minutes by Sorrentino, second by Burkhalter. Motion carried.

### 4. Informational Reports

#### a. System Director's Report (Steve Ohs)

Included in Packet.

Ohs recapped the written report.

#### b. Library System Board Report

Included in Director's Report.

Ohs recapped the written report.

#### c. Technology Team Report (Jim Novy)

Novy shared current Tech Team projects.

**d. Marketing and Public Relations Coordinator's Report (Tovah Anderson)**

Anderson shared current Marketing and Public relations news.

**e. Youth Services Report (Jen Puccini)**

Ohs shared a submitted report.

**f. Inclusive Services Report (Rene Bue)**

Bue emailed state Inclusive Services updates to the PLLS Directors List prior to the meeting.

**g. Subcommittee on Bylaws Report (Bartoli, Davies, Krebs-Smith)**

A draft will be reviewed at the next PLAC meeting.

**5. Special Order of Business for SHARE Consortium**

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

**a. Presentation and Walk-Through of DRAFT 2024 Cooperative Budget (Informational)**

An initial draft budget is included in the packet. Cost figures in this budget are preliminary and will be updated to reflect precise costs as vendors make renewal quotes available over the coming months. 5% increases are included, as estimates. We have added 1) ArchiveSocial and 2) LocalHop to this budget.

Ohs recapped included draft budget.

**b. Discussion of the DRAFT 2024 Cooperative Budget (Possible Action)**

A time for feedback, proposals for changes, etc. It is recommended that any change proposals be accompanied by a vote. Examples: remove BrainFuse, remove something else, add something else.

Robinson motioned to strike Archive Social from the draft budget. Kornak seconded. motion carried.

Robinson motioned to strike Brainfuse HelpNow from the draft budget. Bartoli seconded. Motion carried.

☑ Bring Brainfuse HelpNow sunset date to next PLAC Meeting.

Assigned to: Steve Ohs

Due: 05/02/2023

☑ Obtain Gale pricing and arrange a Demo.

Assigned to: Steve Ohs

Due: 05/02/2023

- ⊙ Encourage libraries to adopt a Record Retention Policy – or else records need to be maintained in perpetuity. <https://dpi.wi.gov/libraries/records>

Assigned to: Steve Ohs

Due: 07/11/2023

### c. Next Steps in the 2024 Cooperative Budget Process (Informational, Discussion)

The following timeline is based on our current state of knowledge, and can easily be changed in response to the A.C.'s preferences (your feedback is very helpful):

- May 2023 - PLLS presents an updated draft based on today's discussion, and A.C. will have another opportunity to make additional changes.
- PLLS staff will continue to update vendor-quoted renewal figures as soon as we get them, and attempt to hold vendors to no more than 5% annual increases as best we can.
- June 2023 - Suggested target date for approval of the 2024 Cooperative Budget.
- After approval of the budget, PLLS will monitor any outstanding vendor renewal quotes. If any quotes come back in excess of 5% increase, we will bring the budget back to the A.C. for your approval again.

### 6. Unfinished Business (None)

### 7. New Business

#### a. AI Chatbots in Libraries (Discussion)

Jim Novy will lead a discussion on this topic.

Novy led a discussion on Artificial Intelligence and its applications in the workplace.

### 8. Member-Suggested Items for Future Meetings

1. Bylaws
2. 2024 revised DRAFT Budget

### 9. Member Library Updates

Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

Interested libraries shared updates about programing, building status, staffing, and grants.

### 10. Announcements

#### a. Next Scheduled Advisory Committee Meeting

Tuesday, May 2nd @ 9:30 AM. Matheson Memorial Library Community Room.

#### b. Next Scheduled System Board Meeting

Wednesday, April 26th @ 6:30 PM. **Virtual-Only (Due to WAPL Conference)**

### 11. Adjournment

A motion to adjourn is required.

Adjourned by Teval at 11:10 AM

Motion to adjourn by Strunz. Second by Kornak. Motion Carried.

Submitted by Tovah Anderson, Tuesday, April 4, 2023.

Amended 5/2/2023: Roll, added Schnupp under Absent Members. TKA.



## Prairie Lakes Advisory Committee Meeting Agenda

Apr 4th, 2023 9:30am - 11:00am CDT

Matheson Memorial Library - 101 N Wisconsin St, Elkhorn, WI 53121 - Community Room  
(Across from Inner Library Entrance)

**NOTICE OF PUBLIC MEETING:** The public and press are welcome to attend in person or virtually, depending on the options available above. If you need assistance in participating in this meeting or event, please call (262) 514-4500.

Connection Details:

Virtual Link: <https://meet.goto.com/181260189>

Access Code: 181-260-189 | To access via telephone, please dial: +1 (312) 757-3121

### 1. Call to Order

A chairperson from Racine County is recommended, for the purpose of county rotation.

9:30am

### 2. Roll Call and Introduction of Guests

**Regular Representatives:** Carter, Schnupp, Dimassis/Devries, Hein, Davies, Langer, Heskette, Kloeckner, Bartoli, Krebs-Smith, Burkhalter, Strehlow, Swanson, McCormick/Teval, Kornak, Robinson, Kunkel, Strunz, Zimmermann, Stapleton, Sorrentino, Kinkaid. **Prairie Lakes Board Trustee(s):** Mary Nugent.

### 3. Approval of Previous Minutes

Included in packet.

### 4. Informational Reports

#### a. System Director's Report (Steve Ohs)

Included in Packet.

**b. Library System Board Report**

Included in Director's Report.

**c. Technology Team Report (Jim Novy)**

**d. Marketing and Public Relations Coordinator's Report  
(Tovah Anderson)**

**e. Youth Services Report (Jen Puccini)**

**f. Inclusive Services Report (Rene Bue)**

**g. Subcommittee on Bylaws Report (Bartoli, Davies,  
Krebs-Smith)**

**5. Special Order of Business for SHARE Consortium**

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

**a. Presentation and Walk-Through of DRAFT 2024  
Cooperative Budget (Informational)**

An initial draft budget is included in the packet. Cost figures in this budget are preliminary and will be updated to reflect precise costs as vendors make renewal quotes available over the coming months. 5% increases are included, as estimates. We have added 1) ArchiveSocial and 2) LocalHop to this budget.

**b. Discussion of the DRAFT 2024 Cooperative Budget  
(Possible Action)**

A time for feedback, proposals for changes, etc. It is recommended that any change proposals be accompanied by a vote. Examples: remove BrainFuse, remove something else, add something else.

**c. Next Steps in the 2024 Cooperative Budget Process  
(Informational, Discussion)**

The following timeline is based on our current state of knowledge, and can easily be changed in response to the A.C.'s preferences (your feedback is very helpful):

- May 2023 - PLLS presents an updated draft based on today's discussion, and A.C. will have another opportunity to make additional changes.
- PLLS staff will continue to update vendor-quoted renewal figures as soon as we get them, and attempt to hold vendors to no more than 5% annual increases as best we can.
- June 2023 - Suggested target date for approval of the 2024 Cooperative Budget.
- After approval of the budget, PLLS will monitor any outstanding vendor renewal quotes. If any quotes come back in excess of 5% increase, we will bring the budget back to the A.C. for your approval again.

**6. Unfinished Business (None)**

**7. New Business**

**a. AI Chatbots in Libraries (Discussion)**

Jim Novy will lead a discussion on this topic.

**8. Member-Suggested Items for Future Meetings**

**9. Member Library Updates**

Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

**10. Announcements**

**a. Next Scheduled Advisory Committee Meeting**

Tuesday, May 2nd @ 9:30 AM. Matheson Memorial Library  
Community Room.

b. **Next Scheduled System Board Meeting**

Wednesday, May 24th @ 6:30 PM. Virtual-Only (Due to WAPL Conference)

11. **Adjournment**

A motion to adjourn is required.

END  
11:00am



Prairie Lakes Library System



Prairie Lakes Advisory Committee Meeting

Tue Mar 7, 2023 9:30 AM - 11:00 AM CST

Matheson Memorial Library - 101 N Wisconsin St, Elkhorn, WI 53121

Community Room (Across from Inner Library Entrance)

<https://meet.goto.com/181260189>

Access Code: 181-260-189 | To access via telephone, please dial: +1 (312) 757-3121

**1. Call to Order**

9:33 A.M. by acting chair, Tami Bartoli.

**2. Roll Call and Introduction of Guests**

**Regular Representatives Present:** Emily Sanders (Schnupp proxy), Davies, Klockner, Bartoli, McCormick, Ellen Packard Ward (Kornak proxy), Sorrentino; **Present Virtually:** Schnupp, DeVries (Dimassis proxy), Hein, Langer, Heskett, Krebs-Smith, Burkhalter, Swanson, Kunkel, Strunz, Zimmerman, Stapleton, Kinkaid, Nunez; **Absent:** Carter, Strehlow, Robinson

**System Staff Present:** Present: Dowling, Erickson, Hudson, Novy, Ohs, Platteter; Present Virtually: Anderson; Absent: Schultz

**Guests:** Sue Lea (PLLS Board), Wyatt Ditzler (Beloit Public Library)

**3. Approval of Previous Minutes**

Included in packet.

Davies motioned to approve the February meeting minutes. Sorrentino seconded. Motioned carried.

**4. Informational Reports**

**a. System Director's Report (Steve Ohs)**

Included in Packet.

Ohs recapped his written report.

**b. Library System Board Report**

Included in Director's Report.

Ohs recapped his written report. Platteter encouraged members to use the Southeast Wisconsin Libraries Continuing Education C.E. grants to attend WAPL Conference and ALA Conference. <https://sewilibraries.org/continuing-education-grants/>. Lea announced the results of the board's officer elections.

**c. Technology Team Report (Jim Novy)**

Novy discussed progress on a number of ongoing projects.

**d. Marketing and Public Relations Coordinator's Report (Tovah Anderson)**

Anderson discussed a few ongoing projects and encouraged members to develop social media policies.

☑ Tovah: Distribute sample social media policy.

Due: 03/07/2023

**e. Youth Services Report (Jen Puccini)**

In Puccini's absence, Ohs read her submitted report, which provided updates on Storywagon and 1,000 Books Before Kindergarten.

**f. Inclusive Services Report (Rene Bue)**

Nothing to report.

**g. Subcommittee on Bylaws Report (Bartoli, Davies, Krebs-Smith)**

Committee to meet following this meeting. Plans to have a draft submitted prior to next Advisory Committee meeting.

**5. Special Order of Business for SHARE Consortium**

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

**a. Pre-Meeting Survey Review - 2024 Budget and Vendor Priorities (Informational)**

Please complete this survey prior to the meeting: <https://forms.gle/nZAGoR7Qh2zECnSH6>

Ohs shared survey results.

**b. SHARE Co-op Resource Usage (Informational)**

2022 SHARE Co-op Resource Usage spreadsheet included in packet.

Ohs shared Co-Op resource usage.

**c. Proposed Next Steps in 2024 SHARE Budget Prep (Discussion)**

1. Prior to March AC meeting: Pre-meeting survey to assess interest in any suggested new vendors or products.
2. March AC meeting: finalize list of any vendor demos wanted by the AC.
3. System staff will schedule requested demos and host them virtually.
4. April AC meeting: Presentation of draft 2024 SHARE co-op budget.

Group identified Brainfuse HelpNow as a resource for possible elimination and Acorn TV, Archive Social, and some sort of calendaring application—possibly LibCal or Library Aware as possible additional resources.

☑ PLLS Staff: Research & set up demo for Acorn TV

Due: 03/31/2023

☑ PLLS Staff: Research and set up calendaring/room reservation demos - possibly LibCal or LibraryAware

Due: 03/31/2023

- ☑ PLLS Staff: Set up Archive Social Demo  
Due: 03/31/2023
- ☑ Ohs: Can KCLS save money by participating in PLLS' Ancestry subscription?  
Assigned to: Steve Ohs  
Due: 03/31/2023
- ☑ PLLS Staff: Are Rock Co. libraries on Canva subscription? What would be the cost & perks of upgrading to Pro?  
Due: 03/31/2023
- ☑ Anderson: Resend Transparent Language Launch Toolkit  
Due: 03/31/2023
- ☑ Novy: Share Ancestry login info with Rock County libraries and Tovah  
Due: 03/31/2023
- ☑ Anderson: Create Ancestry launch toolkit, sent to Rock Co. Libraries  
Due: 03/31/2023

## 6. Unfinished Business

### a. OverDrive Advantage and WPLC Representation (Informational)

2023 OverDrive Advantage and WPLC Representation Info Sheet included in packet.

Ohs recapped written information.

## 7. New Business

### a. One Library Card in System (Possible Action)

Director's note included in packet.

No action.

- ☑ Novy: Collect data on the approximate number of patrons with duplicate PLLS cards.  
Due: 03/31/2023

## 8. Member-Suggested Items for Future Meetings

None at this time.

## 9. Member Library Updates

Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

Barrett Memorial Library shared their new teen and adult pod cast programs.

## 10. Announcements

### a. Next Scheduled Advisory Committee Meeting

Tuesday, April 4th @ 9:30 AM. Matheson Memorial Library Community Room.

**b. Next Scheduled System Board Meeting**

Wednesday, March 22nd @ **6:30 PM**. Matheson Memorial Library Friends Room.

**11. Adjournment**

A motion to adjourn is required.

Sorrentino motioned to adjourn. Davies seconded. Motioned carried. Meeting was adjourned by Bartoli at 10:28 A.M.

*Minutes submitted by Tovah Anderson, Tuesday, March 7, 2023.*

<b>Income</b>	<b>Amounts</b>
2024 Member Shares	\$451,725
<b>Total Income:</b>	<b>\$451,725</b>
<b>Expense</b>	<b>Amounts</b>
SirsiDynix Annual Maintenance Fee	\$168,148
Automation Reserve Fund	\$32,500
Bibliographic Utility (Skyriver Service)	\$36,616
BrainFuse Subscription	\$24,150
LinkedIn Learning for Libraries Subscription	\$28,875
Ancestry.com Subscription	\$24,922
WPLC OverDrive Buying Pool	\$85,321
WPLC OverDrive Magazines	\$4,919
Marketing and Public Relations Fund	\$0
ArchiveSocial Subscription	\$29,988
LocalHop Subscription	\$16,286
<b>Total Expenses:</b>	<b>\$451,725</b>
<b>Total Income Less Total Expenses</b>	<b>\$0</b>

Member Library	2024 Total	SirsiDynix Annual Maintenance Fee	Automation Reserve Fund	Bibliographic Utility (Skyriver Service)	BrainFuse Subscription	LinkedIn Learning for Libraries Subscription	Ancestry.com Subscription	WPLC OverDrive Buying Pool	WPLC OverDrive Magazines	Marketing and Public Relations Fund	Archive Social Subscription	Local Hop Subscription
Aram Public Library	\$13,667	\$4,536	\$877	\$988	\$652	\$779	\$901	\$3,084	\$178	\$0	\$1,084	\$589
Barrett Memorial Library	\$8,789	\$2,917	\$564	\$635	\$419	\$501	\$579	\$1,983	\$114	\$0	\$697	\$379
Beloit Public Library	\$30,098	\$9,990	\$1,931	\$2,175	\$1,435	\$1,716	\$1,984	\$6,792	\$392	\$0	\$2,387	\$1,296
Brigham Memorial Library	\$1,555	\$516	\$100	\$112	\$74	\$89	\$103	\$351	\$20	\$0	\$123	\$67
Burlington Public Library	\$19,142	\$6,354	\$1,228	\$1,384	\$913	\$1,091	\$1,262	\$4,320	\$249	\$0	\$1,518	\$825
Clinton Public Library	\$3,798	\$1,261	\$244	\$275	\$181	\$217	\$250	\$857	\$49	\$0	\$301	\$164
Community Library**	\$12,220	\$7,078	\$1,368	\$1,541	\$1,017	\$1,216	\$0	\$0	\$0	\$0	\$0	\$0
Darien Public Library	\$1,767	\$587	\$113	\$128	\$84	\$101	\$116	\$399	\$23	\$0	\$140	\$76
Eager Free Public Library	\$7,708	\$2,559	\$495	\$557	\$367	\$439	\$508	\$1,740	\$100	\$0	\$611	\$332
East Troy Public Library	\$4,715	\$1,565	\$302	\$341	\$225	\$269	\$311	\$1,064	\$61	\$0	\$374	\$203
Edgerton Public Library	\$13,198	\$4,381	\$847	\$954	\$629	\$752	\$870	\$2,978	\$172	\$0	\$1,047	\$568
Fontana Public Library	\$2,916	\$968	\$187	\$211	\$139	\$166	\$192	\$658	\$38	\$0	\$231	\$126
Genoa City Public Library	\$5,602	\$1,860	\$359	\$405	\$267	\$319	\$369	\$1,264	\$73	\$0	\$444	\$241
Graham Public Library	\$8,918	\$2,960	\$572	\$645	\$425	\$508	\$588	\$2,012	\$116	\$0	\$707	\$384
Hedberg Public Library	\$82,773	\$27,474	\$5,310	\$5,983	\$3,946	\$4,718	\$5,456	\$18,679	\$1,077	\$0	\$6,565	\$3,565
Kenosha Public Library**	\$61,414	\$35,574	\$6,876	\$7,747	\$5,109	\$6,109	\$0	\$0	\$0	\$0	\$0	\$0
Lake Geneva Public Library	\$18,315	\$6,079	\$1,175	\$1,324	\$873	\$1,044	\$1,207	\$4,133	\$238	\$0	\$1,453	\$789
Matheson Memorial Library	\$32,390	\$10,751	\$2,078	\$2,341	\$1,544	\$1,846	\$2,135	\$7,309	\$421	\$0	\$2,569	\$1,395
Milton Public Library	\$12,857	\$4,268	\$825	\$929	\$613	\$733	\$847	\$2,901	\$167	\$0	\$1,020	\$554
Orfordville Public Library	\$3,972	\$1,318	\$255	\$287	\$189	\$226	\$262	\$896	\$52	\$0	\$315	\$171
Racine Public Library	\$70,580	\$23,427	\$4,528	\$5,101	\$3,365	\$4,023	\$4,652	\$15,927	\$918	\$0	\$5,598	\$3,040
Rochester Public Library	\$3,966	\$1,316	\$254	\$287	\$189	\$226	\$261	\$895	\$52	\$0	\$315	\$171
Walworth Memorial Library	\$6,015	\$1,996	\$386	\$435	\$287	\$343	\$396	\$1,357	\$78	\$0	\$477	\$259
Waterford Public Library	\$25,348	\$8,414	\$1,626	\$1,832	\$1,208	\$1,445	\$1,671	\$5,720	\$330	\$0	\$2,010	\$1,092
Total of Calculated Shares:	\$451,725	\$168,148	\$32,500	\$36,616	\$24,150	\$28,875	\$24,922	\$85,321	\$4,919	\$0	\$29,988	\$16,286
Contracted Amounts:	\$451,725	\$168,148	\$32,500	\$36,616	\$24,150	\$28,875	\$24,922	\$85,321	\$4,919	\$0	\$29,988	\$16,286

Member Library	2020 Total Circ	2021 Total Circ	2022 Total Circ	3 Year Avg Circ	All-SHARE Consortium Percentage	PLLS Members Only Percentage
Aram Public Library	61,495	76,748	80,095	72,779.33	2.70%	3.61%
Barrett Memorial Library	40,577	48,580	51,260	46,805.67	1.74%	2.32%
Beloit Public Library	152,617	166,053	162,168	160,279.33	5.94%	7.96%
Brigham Memorial Library	6,140	8,733	9,974	8,282.33	0.31%	0.41%
Burlington Public Library	82,324	104,677	118,801	101,934.00	3.78%	5.06%
Clinton Public Library	18,798	22,192	19,692	20,227.33	0.75%	1.00%
Community Library**	97,406	116,910	126,374	113,563.33	4.21%	
Darien Public Library	8,195	9,128	10,912	9,411.67	0.35%	0.47%
Eager Free Public Library	33,553	42,287	47,308	41,049.33	1.52%	2.04%
East Troy Public Library	22,537	24,971	27,812	25,106.67	0.93%	1.25%
Edgerton Public Library	60,414	72,199	78,229	70,280.67	2.61%	3.49%
Fontana Public Library	11,625	17,262	17,702	15,529.67	0.58%	0.77%
Genoa City Public Library	24,915	30,062	34,524	29,833.67	1.11%	1.48%
Graham Public Library	39,686	49,883	52,898	47,489.00	1.76%	2.36%
Hedberg Public Library	409,778	446,821	465,754	440,784.33	16.34%	21.89%
Kenosha Public Library**	436,157	630,544	645,506	570,735.67	21.16%	
Lake Geneva Public Library	96,366	91,310	104,919	97,531.67	3.62%	4.84%
Matheson Memorial Library	153,366	176,068	188,022	172,485.33	6.39%	8.57%
Milton Public Library	56,310	66,333	82,759	68,467.33	2.54%	3.40%
Orfordville Public Library	19,233	22,602	21,624	21,153.00	0.78%	1.05%
Racine Public Library	301,298	394,102	432,170	375,856.67	13.93%	18.67%
Rochester Public Library	15,412	22,090	25,852	21,118.00	0.78%	1.05%
Walworth Memorial Library	27,447	33,083	35,561	32,030.33	1.19%	1.59%
Waterford Public Library	125,446	140,895	138,618	134,986.33	5.00%	6.70%
	2,301,095	2,813,533	2,978,534	2,697,720.67	100.00%	100.00%
				3 year avg. circ less KCLS**:		2,013,421.67

Vendor	Note
SirsiDynix Annual Maintenance Fee	Per multi-year contract.
Automation Reserve Fund	Per IT team recommendation.
Bibliographic Utility (Skyriver Service)	Per multi-year contract.
BrainFuse Subscription	5% increase over 2023 set as a placeholder.
LinkedIn Learning for Libraries Subscription	5% increase over 2023 set as a placeholder.
Ancestry.com Subscription	5% increase over 2023 set as a placeholder.
WPLC OverDrive Buying Pool	Per WPLC Board-adopted budget TBD
WPLC OverDrive Magazines	Per WPLC Board-adopted budget TBD
Marketing and Public Relations Fund	Placeholder
ArchiveSocial Subscription	Per amount quoted on 3/27 by vendor.
LocalHop Subscription	Per pricing scale on website. Assumes 22 sites, 20 meeting rooms. Less 10% indicated by vendor.



Member Library	2024 Total	2023 Total	Difference
Aram Public Library	\$13,667	\$12,015	\$1,652
Barrett Memorial Library	\$8,789	\$7,875	\$915
Beloit Public Library	\$30,098	\$27,461	\$2,637
Brigham Memorial Library	\$1,555	\$1,473	\$83
Burlington Public Library	\$19,142	\$17,059	\$2,082
Clinton Public Library	\$3,798	\$3,427	\$371
Community Library**	\$12,220	\$12,066	\$154
Darien Public Library	\$1,767	\$1,457	\$310
Eager Free Public Library	\$7,708	\$6,911	\$797
East Troy Public Library	\$4,715	\$4,102	\$613
Edgerton Public Library	\$13,198	\$11,064	\$2,133
Fontana Public Library	\$2,916	\$2,659	\$257
Genoa City Public Library	\$5,602	\$4,473	\$1,129
Graham Public Library	\$8,918	\$6,928	\$1,990
Hedberg Public Library	\$82,773	\$70,968	\$11,804
Kenosha Public Library**	\$61,414	\$61,365	\$49
Lake Geneva Public Library	\$18,315	\$15,747	\$2,568
Matheson Memorial Library	\$32,390	\$27,937	\$4,453
Milton Public Library	\$12,857	\$10,820	\$2,037
Orfordville Public Library	\$3,972	\$3,114	\$858
Racine Public Library	\$70,580	\$64,328	\$6,252
Rochester Public Library	\$3,966	\$2,993	\$973
Walworth Memorial Library	\$6,015	\$4,992	\$1,023
Waterford Public Library	\$25,348	\$20,270	\$5,079
	\$451,725	\$401,505	\$50,220

Prairie Lakes Library System - Advisory Committee  
System Directors Report for April 2023 Advisory Committee Meeting

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Greetings, here is my report for the April 2023 advisory committee meeting.

- The PLLS board met last week. The board reviewed a resolution of appreciation for many stakeholders that contributed to the success of the system merger.
- The board also approved the 2022 system annual reports for the former Arrowhead and Lakeshores library systems.
- The board reviewed and approved an initial draft financial policies and procedures document.
- A WiLS memorandum of agreement for a facilitated strategic planning process was also approved. We will have more to share about the strategic planning process and goals in the coming months, and we will need your help and participation to make it a success.
- The system board will do a deep dive into how county funding for libraries works next month and will continue working on the creation of policies for the library system.
- Steve Platteter and I are in the process of scheduling April meetings with the administrations of each member county. Our goals for these meetings are to give each county an update regarding the merger and status of PLLS, touch base regarding county funding procedures, and county library plans, and introduce Jeremy to the finance departments of each county.
- System staff will be participating in a SOAR feedback session facilitated by WiLS, related to strategic planning.
- We're working on updating a number of system documents and procedures related to the annual implementation of the county funding cycle.
- We are also exploring the creation of a page on the PLLS website devoted to county funding information and procedures. Our idea is that this page can be a resource to you during the times of the year when we are all thinking about the topic.
- One of the big goals that we have with respect to county funding is to clarify the roles of each stakeholder group: county government, county administration and finance, the library system, and member libraries.
- A number of system staff are planning to attend the WAPL conference in Oshkosh.
- Just a note that Jeremy Erickson can help out with any questions you might have on the topics of accounting or human resources. Please feel free to contact him directly.
- Our next meeting in May is currently scheduled for here in Elkhorn. That said, we are interested to know if you would like to rotate the meeting location a bit during the warm months. We're happy to put this on the agenda next time, or also feel free to let us know your opinions directly.

Respectfully submitted,

-Steve Ohs, Director