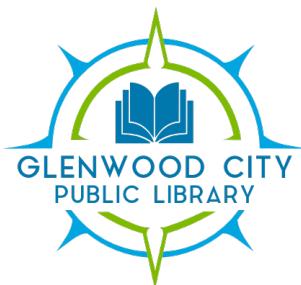


# Plan of Library Service

2025-2028



# St. Croix County Plan of Library Service

## 1. Mission Statement

- a. St. Croix County envisions library services that ensure all residents have the opportunity and high-quality resources to read, engage, work, create, and learn. The County shall provide equitable funding that will allow libraries within the County to provide access to the tools required to meet the needs of the County's residents.

## 2. Background

- a. Statutory Requirements of County Planning
  - i. [WI Stat. §43.11 – County library planning committees](#)
  - ii. [WI Stat. §43.12 – County payment for library services](#)
- b. Brief History of Library Development and Planning in the County
  - i. The public libraries located in the County have been members of the IFLS Library System since 1978 and have developed a plan by which each of the libraries is reimbursed for rural resident usage.
  - ii. The librarians of the public libraries located in the County meet periodically to discuss countywide services and ways to improve it. The librarians are proactive in determining community needs and addressing them as well as acting upon suggestions for service changes. The librarians are committed to sharing resources and planning cooperatively in order to provide optimum value from tax dollars.
- c. County Membership in the IFLS Library System
  - i. By virtue of the County's population, the County has three representatives on the IFLS Board of Trustees, each serving a three-year term. These slots have usually been filled with a member of the County Board of Supervisors and two citizens-at-large.

## 3. Current Library Service to County Residents

- a. Inventory of Services
  - i. All the public libraries in the County strive to provide services to meet with needs of their communities and will continue to develop those services to reflect technological advances. Each library's Board of Trustees determine the library's policies and the scope and extent of services provided by that library. Library services offered can be found at on the library websites. The list of libraries can be found on the [County's website](#).

b. Government Structure of Library Organizations

- i. All public libraries in the County are governed by library boards which meet regularly and are appointed by their municipality. County appointments to the libraries in the County are made in accordance with [Wisconsin Statues 43.60\(3\)](#).

c. Library Usage Statistics for County Residents

- i. At a minimum all public libraries in the County collect detailed annual circulation statistics which indicate circulation by residence, that is, whether each item circulated is checked out by a resident of a municipality with a library or by a resident of a municipality without a library ("rural residents") within or outside of the County.
- ii. With the advent of MORE (the online catalog and circulation system), the circulation and borrower's residence are automatically tabulated. All the public libraries in the County are part of this system.
- iii. IFLS maintains a [Dashboard of Data](#) to view circulation data by library.

**4. Current Funding of Library Services to County Residents**

i. [WI Stat. §43.12 – County payment for library services](#)

1. Counties reimburse libraries for the cost of serving residents living within municipalities located in the County that do not have their own municipal library. Such residents are referred to in Wisconsin library finance terms as "rural residents." This cost is determined by dividing the total operating expenditures by the total number of circulations. This amount is then multiplied by the number of physical circulations provided to rural residents of the County who have used that municipal library. Because the cost of providing library circulation items to rural residents is no less per item than the cost of providing library circulation items to residents living within a municipality's jurisdiction, the County has determined that it is just and proper to reimburse the libraries at no less funding than the full cost of providing library services to rural residents and to not arbitrarily cause a funding shortage by providing any lesser support.

**5. Priorities and Strategies**

a. Provide equitable access to library services to all residents of the County.

- i. Each library shall continue to provide hours of operation and range of services as determined by their library Board of Trustees.
- ii. Each library will provide services to special needs individuals, childcare centers, nursing homes, and group homes, on an individual library basis.

- iii. All libraries will provide inter-library loan in the manner prescribed by IFLS and will follow IFLS's guidelines, policies, and procedures.
- iv. All libraries will provide shared research and informative services.
- v. Each library will continue courier service among public libraries.
- vi. Each library will participate in MORE. (MORE – **M**y **O**nline **R**esources; Online circulation/online catalog for sharing resources).
- vii. Each library will support and promote literacy activities and programs.

b. Maintain the relevancy of the Plan of Library Service Objectives.

- i. The Library Directors in the County should meet at least annually to evaluate and review the plan and make recommendations to the St. Croix County Administration Committee for changes that need to be made; and will evaluate alignment with the Wisconsin Public Library Standards.
- ii. The St. Croix County Administration Committee will meet as deemed necessary to review and revise the plan. Other units of government and librarians may be invited to participate.

c. The County will continue to be represented in the IFLS Advisory Council of Libraries.

d. The Library Directors in the County are encouraged to hold meetings at least annually on a rotating location basis.

e. Library staff will respect each others' service area and work collaboratively to provide access and programs.

f. The County's residents will continue to be made aware of the scope of library services.

- i. Publicize library services and programs within each library service area utilizing techniques such as:
  - 1. Individual library websites
  - 2. Social media
  - 3. Local press releases
  - 4. Community partnership networks
  - 5. Printed promotional materials
- ii. Encourage the County to maintain links on the County web page.
- iii. The County Librarians may make library services reports to the Administration Committee and/or to the County Board, as needed.

- g. The County will encourage all libraries to achieve compliance with the Tier 1 Level Standards as set for the in the most recent edition of the Wisconsin Public Library Standards.
- h. The County will support the funding obligations of municipalities for all the public libraries within the County and may adjust funding support based upon local decisions made and/or their municipalities.

## **6. Implementation**

- a. Individual libraries in the County will provide the services per section three of this plan. Reimbursement to the libraries for rural residents' library use will be provided by the Finance Department of the County based on figures submitted to the department. These figures will be taken directly from the Public Library Annual Report that is filed with Wisconsin Department of Public Instruction. These payments are made as direct payments to the library boards of trustees per the requirement in [Wisconsin Statutes 43.12](#).

## **7. Evaluation**

- a. The St. Croix County Administration Committee will monitor the progress of this plan implementation and evaluate it against changing conditions on a minimum of four-year intervals, or as changes warrant.