



**PUBLIC NOTICE**

**Library Board of Trustees Meeting**

**Monday, February 09, 2026 at 5:00 PM**

**City Hall Council Chambers, 410 East Leffler Street,**

**Dodgeville, WI**

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**AGENDA**

**MEETING DULY POSTED**

**I. AGENDA & MINUTES APPROVAL**

- [1.](#) Review and possible approval of January 12, 2026 Meeting Minutes

**II. PUBLIC COMMENT**

**III. FINANCIAL REPORT**

- 2. Treasurers Report
- 3. Acceptance of the January 26, 2026 and February 9, 2026 Bills
- [4.](#) Review of January 2026 Financial Statement

**IV. REPORTS & UPDATES**

- 5. Director's Report
- 6. Building Committee Update
- 7. Fundraising Committee Update
- 8. Friends of the Library Update

**V. OLD BUSINESS**

**VI. NEW BUSINESS**

- [9.](#) Review and possible approval of Dodgeville Public Library's 2025 Annual Report
- [10.](#) Review and discussion of Draft Library Privacy and Confidentiality Policy

**VII. CONCERNS AND COMMENTS OF THE BOARD**

**VIII. UPCOMING MEETINGS**

**IX. ADJOURN**

- 11. Motion to Adjourn

*Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the City Clerk at the address listed above or call 930-5228, prior to the meeting so that any necessary arrangements can be made to accommodate each request.*

**Dodgeville Public Library Meeting Minutes 01.12.26**

Submitted by Lisa Spady

**MINUTES**

**MEETING DULY POSTED**

Meeting called to order at 5:01 PM by President Jody Vanderloo. Members Present: Roxanne Reynolds-Lair, Mary Wepking, Lisa Spady, Brian Kulcinski, Jody Vanderloo, and Nancy Howard. Also present: Library Director Carrie Portz. ABSENT: Ryne Ponsler and Deb Haag.

**I. CONSENT AGENDA**

1. Approval of Minutes from December 8, 2025.  
Minutes approved as presented.

**II. PUBLIC COMMENT**

None.

**III. FINANCIAL REPORT**

**2. Approval of bills from January 12, 2026; January 12, 2026; and December 22, 2025.**

Presented by Director Portz.

- Portz noted that more checks were last week than usual due to the recent holiday break.
- Portz also noted that the Alliant bill was high this month (\$672.33) due to the ongoing construction project.

Motion to approve the bills made by Wepking, seconded by Reynolds-Lair. Motion carried 6-0.

**3. Review of 2025 Year End Financial Statement**

Presented by Director Portz.

- Portz noted that some more bills may be coded to the 2025 budget once they come in.
- Portz also noted that the library came in \$9,382.00 under the projected budget for 2025. Some of this is due to less being spent on book acquisitions as it will be best to wait until after the move back into the renovated space to increase collection inventory.
- Portz confirmed that unused budgetary funding from this year can be carried over and applied to next year's budget, which will be useful for needs in the new space.

**4. Dodgeville Public Library Foundation Balance Report**

Presented by Nancy Howard.

- Large account amount: \$1,220,297.95, and advisory account: \$378,307.49. Total current Dodgeville Public Library Foundation Account Fund Balance: \$1,598,605.44.
- Howard noted that this means the account increased approximately \$100,000 in one year.

**IV. REPORTS and UPDATES**

## 5. Director's Report

- Director Portz attended the Iowa County Library meeting last week and met new Iowa County Administrator Clinton Langreck.
- Portz has started staff evaluations, and they are more than half finished. She noted that these have been positive conversations. Common themes: certain areas where staff are requesting needed training, and they identified areas for better communication. As a result, Communications Coordinator position will also include support for staff training.
- Job Pod training for Library staff will take place on President's Day (Feb. 16th). The Library will be closed on this day to accommodate. Portz is also looking into a future patron de-escalation training for staff.
- Brief update on building progress was given. Portz is hoping for a chance for staff and the board to have a walk-through in the coming weeks.
- The United Fund of Iowa County year-end report is complete. 2026 funds, if received, will be allocated to summer programming, including Wonderful Wednesday performers. Mining activity for Town Square event this summer is in the planning stages.
- Audit of patron codes complete and fixed.
- Library Print Collection update:
  - Quick "weed" will be completed through the entire collection to avoid moving books back into the new space next fall.
  - May genre-fy the fiction (labeling, and possibly grouping, books into respective genres, for example: Science Fiction, Romance, etc.).
  - Staff will quantify what is Local History currently at The Annex as there will not be as much space in the new building for this section. Some of these items will be moved back into the Library's general collection.
- Policies Audit Planned: Board will start reviewing one library policy at every board meeting moving forward.
- FFP Grant Update: Portz started payroll monitoring for all prime and subcontractors.

## 6. Building Project Update

- Portz found an error in our favor of \$15,000 regarding contaminated soil disposal.
- Furnishing Committee approved packages for bid and direct purchase. Will go out to bid likely Wednesday of next week.
- Former vault door offered to Dodgeville city departments - will go to WI Surplus Auction later this week if not claimed by one of them.
- City Council approved Building Committee authority for change orders up to \$30,000 to expedite decision-making.
- Solar grant possibility (through EBSCO) discussed.
- Building project update will go out to the public this week.
- A display board with floor plans and some renderings is now displayed in the Library's entrance.
- An exterior banner will need to be designed.
- Naming rights for Community Room will also be discussed in the future.
- Donor wall will also need to be designed and will be on a brick exterior.

- Vanderloo suggested presenting the building project plan to the Town of Dodgeville board at a future date.

## **7. Friends of the Library**

No updates.

## **V. OLD BUSINESS**

Year-end library statistics presented by Director Portz, but she noted SWL System will have more accurate numbers soon.

- Down in circulation 15% (not surprisingly), but rebounding a bit.
- Overdrive checkouts up 5.9%.
- Annex numbers increased as a result of the library's move.
- More library programs offered despite the move.
- Portz suggested that reports regarding social media reach will be more inclusive of multiple platforms for next year.
- Howard suggested putting a notice in the Dodgeville Chronicle about what the Library Annex can offer.
- Discussion of author talk tomorrow evening at Merrimac and Main - partnership between Dodgeville Public Library and this entity.

## **VI. NEW BUSINESS**

8. Discussion and possible action to approve Furniture and Shelving Bid Packages

- Portz noted that a couple minor changes will happen due to fabric being discontinued.
- Out for Bid: Case Goods, Browser Bins, Shelving, Open Bid Furnishings (items like children's play area elements).
- The Board reviewed many of the intended furnishings during this meeting.

Motion to approve the furnishing and bid package made by Howard, seconded by Spady.

Motion carried 6-0.

## **VII. CONCERNS AND COMMENTS OF THE BOARD**

Discussion of proper response to public solicitations and correspondence.

## **VIII. UPCOMING MEETINGS**

Next meeting will be held on February 9, 2026.

## **IX. UPCOMING MEETINGS**

9. Motion to Adjourn

Movement to adjourn at 6:35 PM made by Reynolds-Lair, seconded by Wepking. Motion carried 6-0.

Account Number	Account Title	YTD	Budget	Variance	% Budget
150 - SPECIAL PURPOSE LIBRARY FUND					
150-55115-000-000	LIBRARY - OPERATING EXPENSE(E)	.00	.00	.00	100.00%
150-55115-110-000	LIBRARY - WAGE ACCOUNT(E)	20,180.43	361,000.00	340,819.57	5.59%
150-55115-111-000	LIBRARY - SOC & MEDICARE(E)	1,438.45	26,900.00	25,461.55	5.34%
150-55115-112-000	LIBRARY - RETIREMENT(E)	970.22	17,900.00	16,929.78	5.42%
150-55115-113-000	LIBRARY - HEALTH INSURANCE(E)	5,635.45	78,810.00	73,174.55	7.15%
150-55115-114-000	LIBRARY - DENTAL INSUR(E)	316.49	4,400.00	4,083.51	7.19%
150-55115-115-000	LIBRARY - VISION CARE(E)	.00	1,500.00	1,500.00	0.00%
150-55115-116-000	LIBRARY - HEALTH INS. ADMIN(E)	.00	.00	.00	100.00%
150-55115-117-000	LIBRARY - LIFE INS.(E)	26.63	650.00	623.37	4.09%
150-55115-118-000	LIBRARY - AFLAC INSUR(E)	124.98	2,000.00	1,875.02	6.24%
150-55115-200-000	LIBRARY- PROFESSIONAL SERVICES(E)	.00	.00	.00	100.00%
150-55115-300-000	LIBRARY SUPPLIES & EXPENSES(E)	.00	.00	.00	100.00%
150-55115-400-000	LIBRARY - EDUCATION(E)	.00	.00	.00	100.00%
150-55115-500-000	LIBRARY - PROGRAMMING(E)	.00	.00	.00	100.00%
150-57610-000-000	LIBRARY-TECH & EQUIP OUTLAY(E)	.00	.00	.00	100.00%
150-57615-000-000	LIBRARY - BUILDING PRJ OUTLAY(E)	.00	.00	.00	100.00%
150-55525-000-000	GRANTS - EXPENSE ACCOUNT(E)	.00	.00	.00	100.00%
150-55115-390-000	ANNEX-OTHER SUPPLIES & EXPENSE(E)	.00	.00	.00	100.00%
150-55716-000-000	LIBRARY OUTREACH EXP ACCT(E)	.00	.00	.00	100.00%
150-55115-223-000	LIBRARY- TELEPHONE(E)	68.38	1,200.00	1,131.62	5.69%
150-55115-221-000	LIBRARY- ELECTRIC(E)	.00	4,500.00	4,500.00	0.00%
150-55115-222-000	LIBRARY- WATER/SEWER(E)	140.95	1,500.00	1,359.05	9.39%
150-55115-224-000	LIBRARY- COPIER COSTS(E)	335.89	6,500.00	6,164.11	5.16%
150-55115-225-000	LIBRARY- TEACH (Internet)(E)	.00	1,200.00	1,200.00	0.00%

Account Number	Account Title	YTD	Budget	Variance	% Budget
150-55115-231-000	LIBRARY- SWLS NetSW(E)	.00	16,871.00	16,871.00	0.00%
150-55115-232-000	LIBRARY- SWLS Tech Services(E)	.00	2,292.00	2,292.00	0.00%
150-55115-233-000	LIBRARY- WiLS(E)	.00	199.00	199.00	0.00%
150-55115-234-000	LIBRARY- WISCAT(E)	.00	200.00	200.00	0.00%
150-55115-311-000	LIBRARY - OFFICE SUPPLIES(E)	15.81	3,000.00	2,984.19	0.52%
150-55115-312-000	LIBRARY - ADVERTISING(E)	.00	500.00	500.00	0.00%
150-55115-313-000	LIBRARY - POSTAGE(E)	.00	400.00	400.00	0.00%
150-55115-321-000	LIBRARY - BOOKS & MATERIALS(E)	147.09	25,000.00	24,852.91	0.58%
150-55115-322-000	LIBRARY - VISUAL(E)	.00	1,500.00	1,500.00	0.00%
150-55115-323-000	LIBRARY - AUDIO(E)	193.47	3,500.00	3,306.53	5.52%
150-55115-324-000	LIBRARY - INTERACTIVE(E)	.00	800.00	800.00	0.00%
150-55115-325-000	LIBRARY - PERIODICALS(E)	1,648.66	2,100.00	451.34	78.50%
150-55115-326-000	LIBRARY - NEWSPAPERS(E)	98.00	2,000.00	1,902.00	4.90%
150-55115-327-000	LIBRARY - eMaterials (WPLC)(E)	.00	6,492.00	6,492.00	0.00%
150-55115-328-000	LIBRARY - DATABASES(E)	.00	2,000.00	2,000.00	0.00%
150-55115-331-000	LIBRARY - EQUIPMENT(E)	.00	4,000.00	4,000.00	0.00%
150-55115-341-000	LIBRARY - CUSTODIAL SUPPLIES(E)	.00	100.00	100.00	0.00%
150-55115-351-000	LIBRARY - BUILDING MAINTENANCE(E)	.00	1,000.00	1,000.00	0.00%
150-55115-361-000	LIBRARY - TRAINING & EDUCATION(E)	.00	3,000.00	3,000.00	0.00%
150-55115-371-000	LIBRARY - PROGRAMMING(E)	.00	6,200.00	6,200.00	0.00%
150-55115-381-000	LIBRARY - OUTREACH(E)	.00	1,500.00	1,500.00	0.00%
150-55115-391-000	LIBRARY - ANNEX UTILITIES(E)	506.30	3,300.00	2,793.70	15.34%
150-55115-392-000	LIBRARY - ANNEX RENT(E)	650.00	5,850.00	5,200.00	11.11%
150-55115-393-000	LIBRARY - ANNEX MAINTENANCE(E)	.00	200.00	200.00	0.00%
150-55115-394-000	LIBRARY - ANNEX INTERNET(E)	147.08	850.00	702.92	17.30%

Account Number	Account Title	YTD	Budget	Variance	% Budget
150-55115-395-000	LIBRARY - ANNEX SUPPLIES(E)	.00	100.00	100.00	0.00%
150-55115-510-000	LIBRARY -INSURANCE PROP & LIAB(E)	.00	3,500.00	3,500.00	0.00%
<b>Total Expenditure:</b>		<b>32,644.28</b>	<b>604,514.00</b>	<b>571,869.72</b>	
150-40000-000-000	ASSIGNED FUNDS/CARRYOVER(R)	.00	.00	.00	100.00%
150-41110-000-000	PROPERTY TAXES(R)	.00	-455,000.00	-455,000.00	0.00%
150-43525-000-000	GRANTS(R)	.00	-1,800.00	-1,800.00	0.00%
150-45110-000-000	FINE - OVERDUE(R)	.00	-200.00	-200.00	0.00%
150-46100-000-000	COPIES(R)	-140.52	-2,500.00	-2,359.48	5.62%
150-46715-000-000	LIBRARY - COUNTY AID(R)	-248.00	-137,258.00	-137,010.00	0.18%
150-46810-000-000	REIMBURSEMENTS(R)	.00	.00	.00	100.00%
150-46900-000-000	SW WI LIBRARY SYSTEM(R)	.00	.00	.00	100.00%
150-48100-000-000	TEMPORARY INVESTMENTS INTEREST(R)	.00	-2,000.00	-2,000.00	0.00%
150-48500-000-000	DONATIONS FROM ORGANIZ.& INDIV(R)	-10.45	-3,500.00	-3,489.55	0.29%
150-49000-000-000	TECH & EQUIP FUND(R)	.00	.00	.00	100.00%
150-46820-000-000	LIBRARY ANNEX(R)	.00	.00	.00	100.00%
150-46716-000-000	LIBRARY - CO AID-OUTREACH(R)	.00	.00	.00	100.00%
<b>Total Revenue:</b>		<b>-398.97</b>	<b>-602,258.00</b>	<b>-601,859.03</b>	
<b>Total 150 - SPECIAL PURPOSE LIBRARY FUND:</b>		<b>32,245.31</b>	<b>2,256.00</b>	<b>-29,989.31</b>	

Account Number	Account Title	YTD	Budget	Variance	% Budget
160 - CAPITAL PROJECT FUND					
160-57610-000-000	LIBRARY BUILDING PRJ OUTLAY(E)	558,153.09	2,990,000.00	2,431,846.91	18.66%
<b>Total Expenditure:</b>		<u>558,153.09</u>	<u>2,990,000.00</u>	<u>2,431,846.91</u>	
<b>Total 160 - CAPITAL PROJECT FUND:</b>		<u>558,153.09</u>	<u>2,990,000.00</u>	<u>2,431,846.91</u>	
<b>Total:</b>		<u>590,398.40</u>	<u>2,992,256.00</u>	<u>2,401,857.60</u>	



**I. GENERAL INFORMATION**

1. Name of Library Dodgeville Public Library		2. Public Library System Southwest Wisconsin Library System			
3b. Head Librarian First Name Carrie	3c. Head Librarian Last Name Portz	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 07/31/2029	
6a. Street Address 410 East Lefler St.	6b. Mailing Address or PO Box 139 S. Iowa St.	7. City / Village / Town Dodgeville	8a. ZIP 53533	8b. ZIP4 2101	9. County Iowa
10. Library Phone Number 6089353728	11. Fax Number (608)935-9405	12. Library E-mail Address of Director dpldirector@swls.org			
13. Library Website URL dodgevillelibrary.com		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 2	
17. Does your library operate a books-by-mail program? <b>No</b>	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? <b>No</b>				
20. Square Footage of Public Library 6,724	21a. Did your library or a branch move to a new facility during the fiscal year? Yes	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? Yes		22. UEI Number	

**HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	48	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week	0	0	0
19d. Number of summer weeks	0	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	2,496	0	0

II. LIBRARY COLLECTIONS					
			a. Number Owned / Leased	b. Number Added	
1. Books in Print			31,722	1,251	
2. Physical Subscriptions			65		
3. Physical Audio Materials			1,729	74	
4. Physical Video Materials			2,801	41	
5. Other Physical Materials			81		
6. Total Physical Items in Collection			36,333		
			Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State
7. E-books			No	Yes	No
8. E-serials			No	Yes	No
9. E-audio			No	Yes	No
10. E-video			No	No	No
11. Research Databases			Yes	Yes	Yes
12. Online Learning Platforms			No	Yes	Yes
III. LIBRARY SERVICES					
1. Physical Circulation Transactions			2. Interlibrary Loans		
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>	
35,166	16,376	211	6,914	10,173	
			Method for Counting ILL Transactions Categorized ILL Transactions		
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>	
Integrated Library Systems (ILS)			6,603	9,844	
WISCAT			311	329	
Other (includes OCLC, manual tracking or other methods)			0	0	
3. Electronic Content Circulation Transactions					
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials
8,452	2,280	15,417	0	1,449	26,149
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count
1,502	1,827	3,329	No		
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet	
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	a. Method	b. Annual Count
11	9	Actual Count	2,145	Actual Count	3,245

**LIBRARY PROGRAMS AND ATTENDANCE**

**Total In-Person and Live, Virtual Statistics by Age**

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	40	51	2	68	9
Total Attendance	1,263	1,817	3	699	285

**Total Program Statistics by Program Category**

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	116	54	0	2	
Total Attendance	1,797	2,270	0		
Total Program Views				1,700	

Describe the library's in-person programs:

Book Clubs, storytimes, Lego events, craft activities, author visits, and technology programs for older adults.

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Which platforms does the library use to host the library's live, virtual programs:

Facebook

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Describe the library's live, virtual programs:

We used Facebook Live for a groundbreaking ceremony.

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Which platforms does the library use to host the library's pre-recorded programs:

Youtube

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Describe the library's pre-recorded programs:

We recorded a community information session regarding our building project.

**IV. LIBRARY GOVERNANCE**

Library Board Members. *List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.*

First Name	Last Name	City	Email Address
<b>PRESIDENT</b>			
1. Jody	Vanderloo	Dodgeville	jody.vanderloo@gmail.com
2. Ryne	Ponsler	Dodgeville	ryneponslerdlib@gmail.com
3. Nancy	Howard	Dodgeville	howart@mhtc.net
4. Mary	Wepking	Ridgeway	marywep@gmail.com
5. Brian	Kulcinski	Dodgeville	bkulcinski82@gmail.com
6. Roxanne	Reynolds-Lair	Dodgeville	roxanne.reynoldslair@yahoo.com
7. Lisa	Spady	Mineral Point	lspady@draschools.org
8. Deb	Haag	Dodgeville	Garjam60@yahoo.com
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			

No. of Library Board Members *Include vacancies in this count* 8

**V. LIBRARY OPERATING REVENUE**

Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
City	Dodgeville	\$443,916
<b>Subtotal 1</b>		<b>\$443,916</b>

2. County

a. Home County Appropriation for Library Services

<b>Subtotal 2a</b>	<b>\$119,170</b>
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a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Richland	\$631		
Lafayette	\$7,321		
Grant	\$2,372		
Crawford	\$46		
Dane	\$38		
<b>Subtotal 2b</b>			<b>\$10,408</b>

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
	\$0		

b. Funds Carried Forward from Previous Year

\$0
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c. Other State Funded Program

<b>Subtotal 3</b>		<b>\$0</b>
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4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount	
	\$0	
<b>Subtotal 4</b>		<b>\$0</b>

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
	\$0		
<b>Subtotal 5</b>			<b>\$0</b>

6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above.

<b>\$0</b>
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7. All Other Operating Income

<b>\$12,676</b>
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8. Total Operating Income Add 1 through 7

<b>\$586,170</b>
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9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$455,000
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10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes
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**X. STAFF**

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position (Local Title)	Job Title (AppendixA)	Type of Staff	Annual Salary	Hours Worked per Year
Director / Head Librarian	Library Director / Chief Officer	Librn. MLS (AL)	\$72,000	2,080.00
Children's Librarian	Associate Librarian (non-MLS)	Librn. no-MLS	\$52,874	2,080.00
Assistant Director	Deputy / Associate / Assistant Library Director		\$62,000	2,080.00
Circulation Services Associate Librarian	Library Assistant - Public Services	Other no-MLS	\$44,928	2,080.00
Reference and Adult Services Librarian	Librarian (MLS)	Librn. MLS (AL)	\$24,930	1,092.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$5,588	312.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$3,405	208.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$12,901	780.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$4,433	260.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$17,559	1,092.00
Library Assistant	Library Assistant - Public Services	Other no-MLS	\$11,747	780.00
Library Clerk	Clerk - Public Services		\$17,275	1,092.00
Library Shelver	Page/Shelver	Other no-MLS	\$4,685	364.00
Library Shelver	Page/Shelver	Other no-MLS	\$2,967	260.00
Library Shelver	Page/Shelver	Other no-MLS	\$2,967	260.00
Library Shelver	Page/Shelver	Other no-MLS	\$2,967	260.00



**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			15,235
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	505	13,599	14,104
3. Circulation to Nonresidents Living in Another County in the Library System	337	691	1,028
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	99	4	103
5. Circulation to All Other Wisconsin Residents	0	6. Circulation to Persons from Out of the State	0
7. Are the answers to items 1 through 6 based on actual count or survey/sample?  Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?  No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Grant	322	f.	
b. Lafayette	326	g.	
c. Richland	25	h.	
d. Dane	4	i.	
e.		j.	

**XII. TECHNOLOGY (Not included in 2025 Report)**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: *Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	12	15	0
Total Self-Directed Activity Participation	2,833	799	0
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	0	3	30
Total Self-Directed Activity Participation	0	34	3,666

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address

3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.

a. First Name	b. Last Name	c. Email Address

**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

**I CERTIFY THAT**, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Jody Vanderloo	
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Carrie Portz	

**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS**

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Iowa

The Dodgeville Public Library Board of Trustees hereby states that in 2025 the Southwest Wisconsin Library System  
*Name of Public Library* *Name of Public Library System / Service*

did provide effective leadership and adequately met the needs of the library.

did not provide effective leadership and did not adequately meet the needs of the library.

*Indicate with an X one of the above statements*

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to [LibraryReport@dpi.wi.gov](mailto:LibraryReport@dpi.wi.gov).

**XV. CERTIFICATION**

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Jody Vanderloo	19

	<b>COMMENTS</b>		
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SECTION\_I  
6a. Street Address (edit only if moved)  
The library is located in a temporary location from June, 2025 to September, 2026 while the Iowa St location is under construction. The mailing address can remain the same.--2026-02-04  
21a. Did your library or a branch move to a new facility during the report year?  
The library is located in a temporary location from June, 2025 to September, 2026 while the Iowa St location is under construction. The mailing address can remain the same.--2026-02-04  
21b. Did your library or a branch renovate or expand an existing facility during the report year?  
Expansion/Renovation in progress. Expected completion September 2026.--2026-02-04

SECTION\_V  
Home County Subtotal  
\$117,820 from Iowa County reimbursement  
\$1350 from Iowa County Library Board grant--2026-02-06

Dodgeville Public Library

# Library Privacy and Confidentiality Policy

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## Privacy Statement

Privacy means you can use the Library without others knowing what you read, watch, or research. The Dodgeville Public Library believes privacy is very important.

The Library keeps information about how people use the Library private. We only ask for identification needed to provide Library services. Library staff work to protect every patron's privacy.

## Laws That Protect Your Privacy

Wisconsin law protects Library records. In some cases, the Library must share information with law enforcement if required by state or federal law.

Important laws include:

- Wisconsin Statute §43.30
- Wisconsin Personal Information Practices Act (§§19.62–19.80)

A Library record is anything that shows how a person uses materials, services, or resources.

## Information the Library Does Not Share

The Library does not share:

- Your name, address, phone number, email, or other personal information
- What items you borrow or their titles
- The questions you ask
- How often you visit the Library or what you do there
- Information given to you by Library staff

## When Information May Be Shared

Library records may only be shared in these situations:

- You give written permission
- With a parent or legal guardian of a child under age 16
- A court orders the information
- Law enforcement is investigating a crime that happened in the Library
- With Library staff who need the information to do their jobs

- With other libraries for interlibrary loans
- With a company helping collect overdue items (only contact info, and number and value of items—not titles)

## Law Enforcement Requests

If law enforcement asks for records with a court order:

- Officers must show official identification
- The Library will confirm the officer's identity
- Requests are handled by the Library Director or a designated staff member

## Library Records

The Library does not keep unnecessary records and keeps records only as long as needed

## Getting a Library Card

To get a Library card, patrons must provide:

- Name
- Date of birth
- Photo ID
- Home and mailing address (if different)

This information is kept while the card is active. It is usually deleted within three years after the card is no longer used.

A patron's record includes:

- Current contact information
- Items checked out or on hold
- Overdue items and fines

When items are returned, they are removed from the record. Patrons who choose the Reading History option may save a list of past checkouts. This option can be turned off, and the history deleted, at any time.

## Video Cameras

The Library uses video cameras to help keep people safe. Video recordings are kept for up to 30 days and may be reviewed by Library or City staff.

These recordings are private Library records. The Library works with law enforcement only as allowed by law.

## Computer Use

The Library provides public Internet access. Computer sign-in information does not identify users. All browser history, files, passwords, and other data are deleted when a session ends.

## Website Use

The Library website does not collect personal information unless you request a service. Non-personal information may be collected to help improve the website.

The Library uses other companies to provide online services like databases, eBooks, audiobooks, videos, and music. Patrons should review each company's privacy policy before using these services.

Library databases use a library card number to access them. Vendors do not have access to patron records.

## Wireless Internet (Wi-Fi)

The Library offers free Wi-Fi. Use of Wi-Fi follows the Library's Wireless Access Policy.

Public Wi-Fi is not secure. Information sent over the network may be seen by others. Use of Wi-Fi is at your own risk, and the Library is not responsible for lost or stolen information.

## Photos at the Library

Photos may be taken at Library programs and used online or in promotions. If you do not want to be in photos, please tell the staff. Written permission is required before photos are used.

## Questions or Complaints

If you have questions or concerns about this policy, you may contact the Library Director. The Library will respond promptly and review concerns as needed.

The Library Director takes all record requests and works with the City Attorney when needed. Staff are trained to send all law enforcement requests to the Director.