



A G E N D A
CITY OF WAUPUN LIBRARY BOARD MEETING
Waupun Public Library – 123 S. Forest Street,
Waupun WI
Wednesday, July 19, 2023 at 4:30 PM

The Waupun Public Library Board of Trustees will meet at 4:30 p.m. on July 19, 2023, in the Carnegie Room. The public may attend in person or access the meeting online or by phone. Instructions are provided below:

1. Join Zoom Meeting:

<https://us02web.zoom.us/j/84874764244>

2. By phone:

1-312-626-6799

Meeting ID: 848 7476 4244

CALL TO ORDER

MINUTES FROM PREVIOUS MEETINGS

[1.](#) June minutes

PERSONS WISHING TO ADDRESS THE LIBRARY BOARD

No Public Participation after this point.

MONTHLY STATISTICS

[2.](#) June statistics

BUDGET SUMMARY

[3.](#) June budget report

CONSIDERATION OF BILLS FOR PAYMENT

[4.](#) July bills

COMMITTEE REPORTS

5. Budget Committee

LIBRARIAN'S REPORT

[6.](#) Librarians report

OLD BUSINESS

NEW BUSINESS

[7.](#) Meeting Rooms Policy review

8. Move minimum age for library card to five years old

[9.](#) Library cards for 16 and 17 year olds

FUTURE MEETINGS AND GATHERING INVOLVING THE LIBRARY BOARD

10. Tentative next meeting: Wednesday, August 16, 2023, at 4:30 p.m.

ADJOURNMENT

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.

**Minutes of the Waupun Public Library Board Meeting
Wednesday, June 21, 2023**

The Waupun Public Library Board meeting was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, June 21, 2023. Present were, Siebers, Schultz, Rohrer, Garcia, and Jaeger. Sullivan and Hintze present via Zoom. Gehl absent. Beer arrived later with meeting in progress.

ARTICLE I: Motion by Siebers, supported by Schultz, to accept the minutes of May 17, 2023 meeting as written. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 56,532 items through the end of May, up 13.9%.
- b. 22,204 people visited the library through the end of May, up 34%.
- c. Program attendance up 156.9%
- d. Meeting room use up 216.3%

ARTICLE IV: Budget. Reviewed current budget with no concerns noted.

ARTICLE V:

- a. Motion by Rohrer, supported by Schultz, to pay May 2023 bills. Motion carried 6-0 on roll call.

ARTICLE VI: Evaluation Committee Report will be presented in Closed Session.

ARTICLE VII: Librarians' Report.

- a. Registration for the Summer Reading Program started June 5th. On June 8th staff joined a Kick-off Party with Waupun Parks and Rec at West End Park.

b. There has been a great deal of shifting of materials in order to make room for additions to library inventory.

1. Adult audiobooks to 2nd floor.
2. Adult DVDs and Juvenile DVDs to area where audiobooks were located.
3. Wonderbooks to where Juvenile DVDs were located.

c. The library received a grant of \$5,000 from the Nelson G. and Vera C. Hicks Charitable Foundation. These funds are used for the annual Summer Reading Program and to enhance the youth area of our library.

d. Upcoming Business Programs:

1. Fox Computer and Networking/June 27 @ 6:00pm
2. Panel discussion with SIA Insurance, Baymont by Wyndham, Waupun Food Pantry and Imagine That! Art Studio/ July 18, @6:00pm

e. Thirty three people attended both Carol Shirk's Container Gardening program, and the History of Horicon Marsh program.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

- a. Schultz and Siebers were appointed to the Budget Committee.
- b. Donation and Gifts Policy was reviewed with no action required.
- c. Motion by Siebers, supported by Rohrer, to adjourn into Closed Session under 19.85 (1) (c) of the Wisconsin Statutes for: (c) Considering employment, promotion, compensation of performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Motion carried unanimously.
- d. Motion by Martens, supported by Hintze, to reconvene into Open Session under Section 19.85 (2) of the Wisconsin Statutes. Motion carried unanimously.
- e. Motion by Siebers, supported by Sullivan, to accept Jaeger's 2023 Goals as presented. Motion carried unanimously.
- f. Motion by Schultz, supported by Hintze, to accept Jaeger's 2022 Evaluation as presented, which makes him eligible for the 2023 mid-year step increase. Motion carried unanimously. The Board is grateful to Bret for the time and effort invested in keeping Waupun Public Library going strong.

ARTICLE X: Motion by Siebers, supported by Rohrer, to adjourn at 5:00 p.m. Motion carried.

*Next tentative meeting: Wednesday, July 19, 2023 at 4:30 p.m.

SANDRA ROHRER Secretary
SR/bkj

| Waupun Public Library Monthly Statistics | | | | | |
|--|----------------|----------------|-----------------|-----------------|--------------|
| CIRCULATION | Jun. 23 | Jun. 22 | YTD 2023 | YTD 2022 | YTD% |
| Juvenile Nonfiction | 607 | 616 | 3,576 | 2,854 | 25.3% |
| Juvenile Fiction | 3,484 | 3,453 | 15,764 | 13,894 | 13.5% |
| Juvenile Periodical | 14 | 18 | 72 | 50 | 44.0% |
| Juvenile Book on CD | 14 | 28 | 59 | 114 | -48.2% |
| Juvenile MP3 audio | 1 | 1 | 25 | 3 | 733.3% |
| Juvenile DVD | 505 | 470 | 2,082 | 2,074 | 0.4% |
| Juvenile Music CD | 16 | 6 | 72 | 37 | 94.6% |
| Juvenile Video Game | 46 | 30 | 210 | 152 | 38.2% |
| Misc. (kits, av tapes, etc) | 0 | 1 | 4 | 3 | 33.3% |
| Total Juvenile | 4,687 | 4,623 | 21,864 | 19,181 | 14.0% |
| Adult Nonfiction | 568 | 526 | 3,791 | 3,296 | 15.0% |
| Adult Fiction | 2,106 | 1,909 | 10,954 | 10,173 | 7.7% |
| Adult Periodical | 65 | 103 | 378 | 392 | -3.6% |
| Adult Book on CD | 150 | 169 | 1,130 | 1,009 | 12.0% |
| Adult MP3 audio | 17 | 6 | 74 | 47 | 57.4% |
| Adult DVD | 1,692 | 1,579 | 9,122 | 9,334 | -2.3% |
| Adult Music CD | 138 | 123 | 1,400 | 654 | 114.1% |
| Adult Video Game | 22 | 11 | 89 | 51 | 74.5% |
| Pamphlets/Vertical File | 0 | 0 | 0 | 0 | #DIV/0! |
| Equipment/die cuts | 0 | 0 | 0 | 1 | -100.0% |
| Misc (kits, tapes, av games) | 0 | 0 | 2 | 30 | -93.3% |
| Total Adult | 4,758 | 4,426 | 26,940 | 24,987 | 7.8% |
| State Report Circulation | 9,445 | 9,049 | 48,804 | 44,168 | 10.5% |
| Downloads (OverDrive) | 1,204 | 958 | 6,885 | 5,897 | 16.8% |
| ILL-Items Sent | 2,273 | 2,171 | 13,562 | 11,577 | 17.1% |
| ILL Item Received | 42 | 41 | 245 | 227 | 7.9% |
| TOTAL CIRCULATION | 12,964 | 12,219 | 69,496 | 61,869 | 12.3% |
| <i>To Columbia Co. Rural</i> | 121 | 1 | 220 | 41 | 436.6% |
| <i>To Dodge Co. Rural</i> | 941 | 730 | 4,942 | 3,822 | 29.3% |
| <i>To FDL Co. Rural</i> | 1,785 | 1,537 | 10,415 | 9,224 | 12.9% |
| <i>To Green Lake Co. Rural</i> | 30 | 42 | 165 | 330 | -50.0% |
| Rural circ subtotals | | | 15,742 | 13,417 | 17.3% |
| USE | | | | | |
| Patron Gate (visits) | 6,364 | 5,639 | 28,568 | 22,168 | 28.9% |
| In-person Programs | 642 | 455 | 3,083 | 1,405 | 119.4% |
| Virtual Programs | 0 | 0 | 0 | 48 | -100.0% |
| Take & Make Activities | 60 | 91 | 411 | 558 | -26.3% |
| Meeting Room Use | 196 | 114 | 1,357 | 481 | 182.1% |
| Computer Use | 587 | 563 | 2,372 | 2,281 | 4.0% |
| Wireless Use | 426 | 393 | 2,299 | 1,858 | 23.7% |
| Reference Questions | 417 | 412 | 2,221 | 1,928 | 15.2% |
| Monthly website hits | 1,614 | 1,724 | 9,218 | 9,093 | 1.4% |
| Curbside/Window service | 82 | 70 | 548 | 518 | 5.8% |

Waupun Public Library

Budget Report

| | 12/31/2023 | 6/30/2023 | 6/30/2023 | 6/30/2022 | | |
|-----------------------|----------------------|----------------------|----------------------|-------------------|--------------------------|-----------------------|
| Account Number | Account Title | Annual Budget | Current Month | YTD Actual | Prior Yr YTD Actl | Budget Balance |
| | | | | | | % of Budget |
| | | | | | | Budget Notes |

Library Fund Operating Activity

(Partial property tax allocation is recorded in February. Full allocation is recorded after the August settlement)

| | | | | | | | |
|-----------------------|--------------------------------|----------------|--------------|----------------|----------------|----------------|--|
| 210-41-4111-0-00 | GENERAL PROPERTY TAXES | 516,792 | - | 391,049 | 370,903 | 125,743 | 76% |
| 210-43-4367-0-00 | COUNTY APPROPRIATION | 213,938 | - | 213,939 | 217,469 | (1) | 100% Dodge, Columbia, Winnefox (Green Lake, FdL) |
| 210-46-4671-0-00 | FEES-LIBRARY | 1,200 | 38 | 386 | 794 | 814 | 32% fine free, lost or damaged items only |
| 210-48-4811-0-00 | INTEREST REVENUE | 3,000 | - | 8,527 | 973 | (5,527) | 284% |
| 210-48-4816-0-00 | DIVIDEND REVENUE | 2,000 | 756 | 1,512 | 1,414 | 488 | 76% |
| 210-48-4861-0-00 | GRANTS AND DONATIONS | 6,000 | 5,000 | 5,000 | - | 1,000 | 83% \$5k hicks foundation |
| 210-49-4975-0-00 | UNREALIZED GAIN ON INVESTMENTS | - | - | - | - | - | 0% |
| Total Revenues | | 742,930 | 5,794 | 620,414 | 591,553 | 122,516 | 84% |

Expenditures

| | | | | | | | |
|---------------------------|---------------------------------|----------------|---------------|----------------|----------------|----------------|----------------------------|
| 210-60-5511-1-10 | LIBRARY-SALARIES/WAGES | 416,423 | 31,411 | 173,918 | 183,618 | 242,505 | 42% |
| 210-60-5511-1-11 | LIBRARY-OVERTIME | - | - | - | - | - | |
| 210-60-5511-2-20 | LIBRARY-HEALTH INSURANCE | 45,878 | 3,302 | 26,064 | 28,717 | 19,814 | 57% |
| 210-60-5511-2-21 | LIBRARY-LIFE INSURANCE | 791 | - | 338 | 393 | 453 | 43% |
| 210-60-5511-2-22 | LIBRARY-RETIREMENT | 20,592 | 1,494 | 8,944 | 9,123 | 11,648 | 43% |
| 210-60-5511-2-23 | LIBRARY-SOCIAL SECURITY | 31,673 | 2,374 | 13,488 | 14,059 | 18,185 | 43% |
| 210-60-5511-2-24 | LIBRARY-SICK LEAVE PO | 3,000 | - | - | - | 3,000 | 0% |
| 210-60-5511-2-29 | LIBRARY-INCOME CONTINUATION | 1,600 | 167 | 1,003 | 1,003 | 597 | 63% |
| 210-60-5511-3-30 | LIBRARY-OFFICE SUPPLIES | 20,000 | 1,246 | 5,807 | 9,128 | 14,193 | 29% |
| 210-60-5511-3-31 | LIBRARY-TELECOMMUNICATIONS | 4,000 | 221 | 1,407 | 1,113 | 2,593 | 35% |
| 210-60-5511-3-32 | LIBRARY-UTILITIES | 27,000 | 1,913 | 14,179 | 13,666 | 12,821 | 53% |
| 210-60-5511-3-33 | LIBRARY-POSTAGE | 1,600 | 189 | 1,082 | 760 | 518 | 68% |
| 210-60-5511-3-34 | LIBRARY-MEMBERSHIP FEES | 2,500 | 542 | 983 | 196 | 1,517 | 39% |
| 210-60-5511-3-35 | LIBRARY-PUBLICATIONS/PROMOTION | 7,000 | 233 | 2,971 | 2,495 | 4,029 | 42% |
| 210-60-5511-3-36 | LIBRARY-REPAIRS/MAINTENANCE | 6,000 | - | 1,276 | 2,757 | 4,724 | 21% |
| 210-60-5511-3-37 | LIBRARY-TRAVEL/CONFERENCE | 2,500 | 104 | 1,006 | 726 | 1,494 | 40% |
| 210-60-5511-3-38 | LIBRARY-AUTOMATION/TECHNOLOGY | 33,000 | 183 | 24,901 | 20,454 | 8,099 | 75% |
| 210-60-5511-3-39 | LIBRARY-BOOKS | 60,734 | 5,187 | 27,899 | 30,020 | 32,835 | 46% |
| 210-60-5511-3-40 | LIBRARY-AUDIOVISUAL | 17,639 | 1,520 | 5,783 | 4,865 | 11,856 | 33% |
| 210-60-5511-3-41 | LIBRARY-PERIODICALS | 7,000 | - | 6,478 | 4,933 | 522 | 93% |
| 210-60-5511-3-42 | LIBRARY-DATABASES | 12,000 | - | 7,524 | 7,604 | 4,476 | 63% |
| 210-60-5511-3-43 | LIBRARY-FURNISHINGS REPLACEMENT | 8,000 | - | 578 | - | 7,422 | 7% |
| 210-60-5511-3-44 | LIBRARY-PROGRAMMING | 11,500 | 1,652 | 8,725 | 5,111 | 2,775 | 76% Summer reading program |
| 210-60-5511-3-45 | LIBRARY-MISCELLANEOUS | 2,500 | 370 | 856 | 1,295 | 1,644 | 34% |
| 210-60-5511-8-00 | LIBRARY-CAPITAL OUTLAY | - | - | - | - | - | |
| Total Expenditures | | 742,930 | 52,108 | 335,208 | 342,035 | 407,722 | 45% |

Excess (Deficiency) Revenues Over Expenditures **(46,315)** **285,205** **249,518**

Waupun Public Library

Budget Report

| | 12/31/2023 | 6/30/2023 | 6/30/2023 | 6/30/2022 | |
|----------------|---------------|---------------|---------------|------------|------------------|
| Account Number | Account Title | Annual Budget | Current Month | YTD Actual | Prior Yr YTD Act |

Library Fund Trust & Transfer Activity

| Account Number | Account Title | Annual Budget | Current Month | YTD Actual | Prior Yr YTD Act | Budget Balance | % of Budget | Budget Notes |
|-----------------------|-------------------------|---------------|---------------|------------|------------------|----------------|-------------|--------------------------|
| 210-48-4850-000 | LIBRARY TRUST DONATIONS | - | - | 1,300 | 6,922 | | | New account created 9/21 |
| 210-49-4920-0-00 | OPERATING TRANSFERS IN | - | - | 1,300 | 6,922 | | | |
| Total Revenues | | - | - | 1,300 | 6,922 | | | |

Expenditures

| | | | | | | | | |
|---------------------------|--------------------------------|---|---|--------|--------|--|--|--|
| 210-60-5504-3-38 | LIBRARY-TRUST OPERATING EXPENS | - | - | - | 6,197 | | | |
| 210-60-5504-8-00 | LIBRARY-TRUST CAPITAL EXPENSES | - | - | - | - | | | |
| 210-80-5960-3-38 | OPERATING TRANSFER OUT-CAPITAL | - | - | 22,215 | 57,000 | | | |
| Total Expenditures | | - | - | 22,215 | 63,197 | | | |

Excess (Deficiency) Trust/Transfer Revenues Over Expenditures (20,915) (56,275)

Library Fund Grand Totals

| | | | | |
|---|---------|----------|---------|---------|
| Total Revenues | 742,930 | 5,794 | 621,714 | 598,475 |
| Total Expenditures | 742,930 | 52,108 | 357,423 | 405,232 |
| Excess (Deficiency) Total Revenues Over Total Expenditures | - | (46,315) | 264,290 | 193,243 |

Library Fund Cash Balances

| | | | |
|--------------------------------|---|------------------------------|------------|
| 210-10001 | CASH-LIBRARY | Wells Fargo General Ckg Acct | 48,827.66 |
| 210-11612 | LIBRARY SYSTEMS ACCOUNT | LGIP Acct 1 | 509,636.32 |
| 210-11614 | LIBRARY TRUST ACCOUNT | LGIP Acct 2 | 78,227.80 |
| 210-11615 | Library Trust Funds within Wells Fargo General Ckg Acct | | 2,056.00 |
| | RUTH E. BAYLEY ACCOUNT | | 90,730.80 |
| Total Library Fund Cash | | | 729,478.58 |

Preliminary budget report will not have an updated cash balance until all journal entries are recorded. Final month end budget report will have updated cash balances.

| LIBRARY | MONTHLY REPORT July 2023 |
|------------------------|--|
| Subject | Summary |
| Statistics | Through the end of June, the library circulated/downloaded/loaned 69,496 items, up 12.3%, and 28,568 people walked through our doors, up 28.9%. Program attendance is up 119.4 %, and meeting room use is up 182.1 %. |
| Summer Reading Program | The last two Summer Reading Program events are the Zoozort Mini Zoo on July 13, and the Carnival Finale in the parking lot on July 21. |
| Intern projects | The interns have worked on many projects this summer, including scanning library historical documents, scanning cemetery documents, cleaning and re-organizing storage areas, assisting with the summer reading program, handling a labor-intensive reference question involving newspaper microfilm from the 1920s, and filling in when staff are on vacation. |
| Adult Programming | Fox Computer and Networking's business spotlight program had 4 individuals in attendance. Upcoming programs include a 4-business panel (including Baymont, Imagine That, SIA Insurance and Waupun Food Pantry) on July 18 at 6pm; Brenda Conley, Dodge County Dairy Ambassador, will discuss ice cream (with attendees making and sampling some) on July 27 at 6pm; Eleanor Brinsko will present a program on Ancestry.com on August 15 at 6pm. We also are continuing monthly adult crafts the 2 nd Tuesday of every month at 6pm. |
| Officer visit | Officer Ali Tipton attended the June staff meeting and fielded questions on when and why to call the police non-emergency number. Officer Tipton also fielded general questions from the staff. |
| | |
| | |
| | |

MEETING ROOMS POLICY - WAUPUN PUBLIC LIBRARY – Draft revision July 2023

A. Purpose

The meeting rooms of the Waupun Public Library are available to non-profit community groups for presentation of informational, educational, or recreational meetings and programs in keeping with the mission of the Waupun Public Library.

B. Policy

1. Meeting rooms will be made available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use. Meeting rooms are scheduled on a first come – first served basis.
2. Meeting rooms may be used for (not inclusive):
 - a. meetings which are open to the public;
 - b. organizations or individuals engaged in educational, cultural, intellectual, governmental or charitable activities.
3. Meeting rooms may not be used for:
 - a. any purpose which may interfere with the regular operation of the library;
 - b. programs involving the sale, advertising, solicitation or promotion of commercial products or services;
 - c. personal, company, or family parties.
4. No admission fee, registration fee, nor donations may be sought from meeting attendees, except by local non-profit educational, social service or cultural organizations with the specific permission of the Library Director. This guideline is waived for library fundraising.
5. No charge will be made by the library for the use of the meeting rooms.
6. Application for the use of meeting rooms must be made on the appropriate form by an authorized representative of the group.
7. Users agree to abide by the library's Code of Conduct at all times.
8. Users accept responsibility for all damages caused to the building and/or equipment beyond normal wear.
9. Meeting rooms shall be left tidy and in an orderly condition. Groups not meeting these criteria may be charged for additional cleaning and/or lose their room use privilege.
10. Recurrent reservations for the meetings rooms will be accepted, but for no more than one calendar year at a time. At the end of the year, such reservations must be reviewed.
11. Groups are responsible for setting up the rooms, as well as leaving them in a tidy and orderly manner. Given 72-hour notice, the library will contact the Department of Public Works for possible labor in setting up the room if desired, though we cannot guarantee their assistance. Thus, the group using the room may have to set it up themselves.
12. If a group no longer needs a reservation, the library expects to be contacted to cancel the reservation. If the room is reserved and no one arrives at the appointed time, the group is considered a "no show." If a group has three no-shows in a year, the group cannot book the room for the twelve months following the third "no show."
13. Storage facilities will not be provided for any non-library organization.
14. The library is not responsible for the supervision and security of the exhibits and displays.
15. Meeting rooms and front entrance of the library must be vacated no later than 10 p.m. In the event a group stays later and sets off the building security system, the group may be prohibited from future use of the meeting rooms.
16. If a meeting runs beyond regular service hours, the group must turn off all lights and verify that the front door catches and locks behind them when leaving the building.

Adopted 2/23/2015

**APPLICATION
FOR USE OF MEETING ROOMS AT WAUPUN PUBLIC LIBRARY**

Name of Group: _____

~~Date of Meeting: _____~~

Name of Individual Making Request: _____
(If group is composed of persons under age 18, Name of Two Adult Supervisors)

Address: _____

Phone: _____

Email address: _____

Nature of Meetings: _____

~~Number Expected to Attend: _____~~

~~Time Meeting Begins: _____ Closes: _____~~

Equipment Needs: _____

AGREEMENT BY USER

1. In consideration for the use of the meeting rooms, the group agrees that:
 - a. It will pay for all damage to any property of the Waupun Public Library resulting directly or indirectly from the conduct of any member, officer, employee or agent of the organization or any of its invitees.
 - b. It will hold harmless the City of Waupun and the Waupun Public Library from and against any and all liability which may be imposed upon them or either of them, for any injury to persons or property caused by the organization or any person in connection with a meeting, exhibit or display.
 - c. It will take responsibility for compliance with the American Disabilities Act.
2. It is understood that the City of Waupun and the Waupun Public Library assume no responsibility whatsoever for any property placed in the library in connection with a meeting, exhibits, or display; and that the City of Waupun and the Waupun Public Library are, hereby, expressly released and discharged from any and all liability for any loss, injury or damage to persons or property which may be sustained by reason of a meeting, exhibit, or display.

I have read and understand the policy for the use of the meeting rooms and agree to follow the rules set forth. I understand that the library director and library board reserve the right to discontinue meeting room privileges to any group/individual who infringes on the rules as defined in the policy.

SIGNED: _____

DATE: _____

Information pertaining to children's library records

Pam Garcia

Sat 6/24/2023 3:39 PM

To: Bret Jaeger <bret@monarchlibraries.org>

Below in red is the wording about the records of children under 16:

43.30 Public library records.

43.30(1b) (1b) In this section:

43.30(1b)(a) **(a)** "Custodial parent" includes any parent other than a parent who has been denied periods of physical placement with a child under s. 767.41 (4).

43.30(1b)(b) **(b)** "Law enforcement officer" has the meaning given in s. 165.85 (2) (c).

43.30(1m) (1m) Records of any library which is in whole or in part supported by public funds, including the records of a public library system, indicating the identity of any individual who borrows or uses the library's documents or other materials, resources, or services may not be disclosed except by court order or to persons acting within the scope of their duties in the administration of the library or library system, to persons authorized by the individual to inspect such records, to custodial parents or guardians of children under the age of 16 under sub. (4), to libraries under subs. (2) and (3), or to law enforcement officers under sub. (5).

43.30(2) (2) A library supported in whole or in part by public funds may disclose an individual's identity to another library for the purpose of borrowing materials for the individual only if the library to which the individual's identity is being disclosed meets at least one of the following requirements:

43.30(2)(a) **(a)** The library is supported in whole or in part by public funds.

43.30(2)(b) **(b)** The library has a written policy prohibiting the disclosure of the identity of the individual except as authorized under sub. (3).

43.30(2)(c) **(c)** The library agrees not to disclose the identity of the individual except as authorized under sub. (3).

43.30(3) (3) A library to which an individual's identity is disclosed under sub. (2) and that is not supported in whole or in part by public funds may disclose that individual's identity to another library for the purpose of borrowing materials for that individual only if the library to which the identity is being disclosed meets at least one of the requirements specified under sub. (2) (a) to (c).

43.30(4) (4) Upon the request of a custodial parent or guardian of a child who is under the age of 16, a library supported in whole or part by public funds shall disclose to the custodial parent or guardian all library records relating to the use of the library's documents or other materials, resources, or services by that child.

43.30(5) (5)

43.30(5)(a) **(a)** Upon the request of a law enforcement officer who is investigating criminal conduct alleged to have occurred at a library supported in whole or in part by public funds, the library shall disclose to the law enforcement officer all records pertinent to the alleged criminal conduct that were produced by a surveillance device under the control of the library.

43.30(5)(b) **(b)** If a library requests the assistance of a law enforcement officer, and the director of the library determines that records produced by a surveillance device under the control of the library may assist the law enforcement officer to render the requested assistance, the library may disclose the records to the law enforcement officer.

History: 1981 c. 335; 1991 a. 269; 2003 a. 207; 2007 a. 34, 96; 2009 a. 180.

Pamelyn Garcia, MLIS

Assistant Director/Reference Librarian

Waupun Public Library