



Library Board of Trustees

Cravath Lakefront Conference Room
312 W Whitewater St., Whitewater, WI, 53190
*In Person and Virtual

Monday, August 18, 2025- 6:30 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.

Please click the link below to join the webinar:

Join Zoom Meeting:

<https://us02web.zoom.us/j/85016145635?pwd=e1H1ClISFBLN0HZyFUyq3D3ll3aiy1.1>

Meeting ID: 850 1614 5635

Passcode: KPCNXH4d

Telephone: +1 (312) 626-6799 US (Chicago)

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum.

AGENDA-REVISED

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the council to be implemented. the agenda shall be approved at each meeting even if no changes are being made at that meeting.

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

1. Approval of the minutes of the July 21, 2025 meeting
2. Approval of Payment of Invoices for July 2025
3. Acknowledgement of Receipt of July 2025 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of July 2025 Treasurer's reports

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the

agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

To make a comment during this period, or any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

OLD BUSINESS

6. Library Building Project general update

NEW BUSINESS

7. Discussion about the logo and rebranding of the library
8. Review and approval of the Claims Returned Policy

CONSIDERATIONS / DISCUSSIONS / REPORTS

9. Library Director's report
10. Assistant Director's report
11. Youth Educational Services report
12. Bridges Library System Staff reports
13. Board reports

FUTURE AGENDA ITEMS

CONFIRMATION OF NEXT MEETING

ADJOURNMENT

Anyone requiring special arrangements is asked to call the Library (262-473-0530) at least 72 hours prior.



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*In Person and Virtual

Monday, July 21, 2025- 6:30 PM

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Please click the link below to join the webinar:

Join Zoom Meeting:

<https://us02web.zoom.us/j/89777146348?pwd=ZpOmV3adZ7k3qhC3tHIGJe1GxYEyq1.1>

Meeting ID: 897 7714 6348

Passcode: P2NQ6svp

Telephone: +1 (312) 626-6799 US (Chicago)

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MINUTES

CALL TO ORDER at 6:30pm

ROLL CALL

Present: Jennifer Motszko, Tara McKenzie-Peotter, Doug Anderson, Kathy Retzke, Elizabeth Miller, Camden Harlan, Steven Sahyun

Not Present:

Library Staff Present: Diane Jaroch (Director), Sarah French (Programming and Makerspace Librarian)

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- **Doug Anderson moved, Tara McKenzie-Peotter seconded the motion, the motion passed.**

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

1. Approval of the minutes of the June 16, 2025 meeting
 2. Approval of Payment of Invoices for June 2025
 3. Acknowledgement of Receipt of June 2025 Statistical report
 4. Acknowledgement of Receipt of Financial reports
 5. Acknowledgement of Receipt of June 2025 Treasurer's reports
- **Doug Anderson moved, Elizabeth Miller seconded the motion**

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

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OLD BUSINESS

6. Library Building Project general update

(Diane Jaroch, Director) Diane led us through a picture tour of the library in its current state.

7. Discussion and possible action concerning renaming of the library

Citizen comment. Spoke to the memory of Fern and Irvin L. Young, in favor of changing the name to Whitewater Public Library.

Citizen comment that name connects campus and community together. Heartened by size of interior signage for the Irvin L. Young Memorial Wing. The citizen shared a quote she remembers Fern Young said: "This community deserves good things."

Citizen comment: The name "Whitewater Public Library" fits who we are, what we are. He likes the signage for the memorial wing.

Citizen comment: "The word public is important, especially with the trend toward privatizing."

- **Kathy Retzke moved to rename "Irvin L. Young Public Library" to "Whitewater Public Library" and the "Irvin L. Young Memorial Wing." Tara McKenzie-Peotter seconded, motion passed unanimously.**

We have received a donation for costs associated with rebranding (letterhead, plaques, bank account names, professional logo design, etc.).

Diane will write up and send out a short press release about name change.

Tiles for Donors are still available for purchase. See Diane for brochure.

NEW BUSINESS

8. Discussion and possible action concerning the library's mission statement
Brienne Brown gave history on strategic plan for Whitewater Public Library and mission statement.

Kathy Retzke says it's time to develop a new strategic plan now that we are beyond the five years of the prior strategic plan. Diane says Bridges created a grant for libraries who are working on a strategic plan. Could apply Spring of next year. Looking at an April 2026 submission of application.

Steven Sahyun shared a possible revision to the current mission statement: "The Whitewater Public Library: more than just a place to read. We have the space and stuff to do the things that you want."

CONSIDERATIONS / DISCUSSIONS / REPORTS

9. Library Director's report
38 applications submitted for open Maker Space position. Interviews start next week.

Bequeathed \$97,000 by a library patron. She doesn't want a public announcement, but is okay with internal knowledge.

On August 12, Diane will give 60-Day notice to Midwest Tape/Hoopla that we are ending our contract. Bridges is leaving, a lot of libraries are reducing. Public notice will be given on August 14.

The library received a donation from 7 different people, totaling over \$2,000 total in memoriam of Jim Lever.

Diane and Sarah are taking a free Spanish class offered to city staff and city council members.

10. Assistant Director's report
Lots of events, good attendance. Two weeks left of Summer Reading Program.

11. Youth Educational Services report
Reading Under the Lights event by Jefferson County. Hoping for more collaboration with local libraries if this event runs in future years, librarians attending this event could have done much more than sat at tables and handed out books.

13. Bridges Library System Staff reports

14. Board reports

FUTURE AGENDA ITEMS

Grand opening February 2026, discussion at March 2026 meeting of new strategic plan, apply for Bridges grant in April 2026.

CONFIRMATION OF NEXT MEETING

Next meeting is August 18 at 6:30 pm.

ADJOURNMENT

Adjourned at 7:28 pm. Moved by Tara McKenzie-Peotter, Seconded by Doug Anderson.

Anyone requiring special arrangements is asked to call the Library (262-473-0530) at least 72 hours prior.

July 2025

Category	Claimant	Invoice #	Amount
Audiovisual-adult	B&T	H72781350	\$ 174.88
Audiovisual-adult	Amazon	n/a	\$ 135.28
Audiovisual-adult	Midwest Tape	507382555	\$ 73.99
			\$ 384.15
Audiovisual-digital	Midwest Tape/Hoopla	507536853	\$ 350.51
Audiovisual-juvenile	Midwest Tape	507444920	\$ 64.49
Books-adult	Thrift Books	n/a	\$ 104.51
Books-adult	B&T	20391	\$ 2,031.96
Books-adult	Thrift Books	n/a	\$ 20.67
			\$ 2,157.14
Books-digital	Midwest Tape/Hoopla	507536853	\$ 46.93
Books-juvenile	Ingram	88924002	\$ 651.63
Building project	Miron	G-010	\$ 159,442.48
Building project	StudioGC	20118A.19	\$ 5,393.04
Building project	StudioGC	20118B.06	\$ 1,046.48
Building project	ECS	2006244	\$ 6,880.00
Building project	ECS	2011567	\$ 5,004.50
			\$ 177,766.50
Donations-Logo	LimeGlow Design LLC	4664	\$ 900.00
Hardware maintenance	Tech Soup	4315466	\$ 36.00
Office supplies	Amazon	n/a	\$ 96.86
Office supplies	Demco	7667889	\$ 83.40
Office supplies	Demco	7673702	\$ 115.12
Office supplies	When I Work	4XSSDFVH-0002	\$ 37.50
Office supplies	Opportunities	PSI669055	\$ 25.00
			\$ 357.88
Program supplies-adult	Live Life	1010	\$ 150.00
Program supplies-adult	Amazon	n/a	\$ 104.53
			\$ 254.53
Program supplies-juvenile	Facebook	n/a	\$ 3.99

July 2025

Program supplies-juvenile	Amazon	n/a	\$	41.16
Program supplies-juvenile	Walmart	n/a	\$	123.77
Program supplies-juvenile	Today's Classroom LLC	25-7652	\$	364.15
Program supplies-juvenile	OTC	n/a	\$	109.87
Program supplies-juvenile	Children's Center	n/a	\$	500.00
			\$	1,142.94
 Subscriptions/dues	 Wisconsin Library Association	 23091	 \$	 136.15
 Travel	 Suzanne Haselow	 n/a	 \$	 15.47

July 2025

		City of Whitewater	3,607		
Jefferson County				Dodge County	
City	68			City	0
Rural	145			Rural	0
TOTAL	213			TOTAL	0
Rock County				Waukesha County	
City	63			City	1
Rural	23			Rural	2
TOTAL	56			TOTAL	3
Walworth County					
City	0			Other Counties	13
Rural	214				
TOTAL	214			Out of State	0
Dane County					
City	0			Total Nonresident	526
Rural	27				
TOTAL	27				
				TOTAL	4,133
	ADULT	1,446	CHILDREN	43	
ACCESS & USAGE		INFORMATION SERVICE			
Days Open/Curbside	25	Reference	40		
Hours Open/Curbside	173.5				
Library Visits	0	REGISTRATION			
		Resident	3,607		
		Non-Resident	1,937		
		Total Registered Borrowers	5,544		
OVERDRIVE	264	New Users	13	IN-PERSON PROGRAMS	
				Children 0-5 Programs	4
MAKER SPACE	0	INTERLIBRARY LOAN		Attendance	104
		Lending	1,137	Children 6-11 Programs	2
MEETING ROOMS	0	Borrowing	1,308	Attendance	29
				Children 12-18 Programs	1
HOOPLA		VOLUNTEERS		Attendance	22
Checkouts	158	Participants	0	Adult Programs	2
Cost	\$ 397.74	Hours worked	0	Attendance	18
		HOME DELIVERY		All Ages	3
COLLECTION MAINTENANCE		Participants	13	Attendance	114
		Items Delivered	115	SELF-DIRECTED PROGRAMS	
Books added	152			Children 0-5 Programs	0
Audio materials added	6	PRE-RECORDED PROGRAMS		Attendance	0
Video materials added	40	Children 0-5 Programs	0	Children 6-11 Programs	1
Other materials added	0	Attendance	0	Attendance	60
		Children 6-11 Programs	0	Children 12-18 Programs	0
Materials withdrawn	0	Attendance	0	Attendance	0
		Children 12-18 Programs	0	Adult Programs	0
		Attendance	0	Attendance	0
		Adult Programs	0	All Ages	0
		Attendance	0	Attendance	0

July 2025

	Current Month	Received to Date	Est. FY Rev.	% of Total
Fees	\$0.00	\$247.63	\$500.00	50%
Materials Replacement	\$61.41	\$499.69	\$1,000.00	50%
County Reimbursements	\$82,123.50	\$227,602.00	\$219,768.00	104%
Gifts & Grants	\$622.43	\$6,918.18	\$15,000.00	46%
Copywork	\$29.34	\$1,663.88	\$3,000.00	55%
TOTAL	\$82,836.68	\$160,358.29	\$239,268.00	67%

FRIENDS OF THE LIBRARY FINANCIAL REPORT

Jan-25

Beginning Balance		\$ 1,657.67
Deposit	\$ 448.75	\$ 1,776.42
Check #4017	\$ 25.00	\$ 1,751.42
Interest	\$ 0.15	\$ 1,751.57
Ending Balance		\$ 1,751.57

Feb-25

Beginning Balance		\$ 1,751.57
Deposit	\$ 13.75	\$ 1,765.32
Interest	\$ 0.14	\$ 1,765.46
Ending Balance		\$ 1,765.46

Mar-25

Beginning Balance		\$ 1,765.46
Deposit	\$ 53.00	\$ 1,818.46
Interest	\$ 0.15	\$ 1,818.61
Ending Balance		\$ 1,818.61

Apr-25

Beginning Balance		\$ 1,818.61
Deposit	94.95	\$ 1,913.56
Check #4018	\$ 166.46	\$ 1,747.10
Interest	\$ 0.14	\$ 1,747.24
Ending Balance		\$ 1,747.24

May-25

Beginning Balance		\$ 1,747.24
Deposit	326.25	\$ 2,073.49
Interest	\$ 0.17	\$ 2,073.66
Ending Balance		\$ 2,073.66

Jun-25

Beginning Balance		\$ 2,073.66
Deposit	\$ 567.25	\$ 2,640.91
Interest	\$ 0.22	\$ 2,641.13
Ending Balance		\$ 2,641.13

25-Jul

Beginning Balance		\$ 2,641.13
Deposit	\$ 50.00	\$ 2,691.13
Interest	\$ 0.23	\$ 2,691.36
Ending Balance		\$ 2,691.36

[illegible]



Irvin L. Young Memorial Library

CLAIMS RETURNED POLICY

When a patron claims that an item shown as overdue on the patron's record has actually been returned, the patron must fill out a Claims Returned form, sign and date it. A copy of the form will be given to the patron. If the patron is a minor child, the parent or legal guardian will be required to fill out the form, sign and date it. The overdue item on the record will be changed to a Claims Returned status which will allow the patron to continue to check out materials. We will not apply Claims Returned status to items that are owned by other libraries in the CAFÉ system.

The item status will remain as Claims Returned for 90 days from the date the form was signed by the patron, during which time a carefully documented effort will be made by the library staff to locate the item.

If after 90 days the item cannot be located by the library staff, it will revert back to overdue on the patron's record and the patron will be required to pay for the item.

DIRECTOR'S REPORT
July 2025

I. ADMINISTRATION

- a. Work orders submitted in July.
 - i. The library's voicemail message needed to be changed.
 - ii. We requested that the Assistant Director's phone extension be able to receive calls that ring through the main library line.
 - iii. When we switched over to a new email notification system through Bridges Library System, emails sent to staff notifying them that their holds were ready were marked as having been sent, yet staff were not receiving the email notifications.
 - iv. The trash had not been picked up in over a week.
 - v. The handicap component of the entrance door to the library was not operating properly.
 - vi. A suspicious email sent to a staff member was forwarded to the Helpdesk to determine if it was spam.
 - vii. Outgoing emails (Board packets) to Board members were being rejected by Google.
 - viii. Our supply of hand soap for the restroom needed to be replenished.
 - ix. The volume on the Director's laptop stopped functioning.
 - x. The camera on the Director's laptop stopped functioning.

II. BUDGET

- a. Sarah French and I met with the Head of Finance on July 21st to discuss the budget and how it looks for the rest of 2025. We have also received the 2026 wage file to begin this year's budget planning process for 2026-2027.

III. PERSONNEL

- a. We had 46 applicants for the Programming & Makerspace Librarian position. We interviewed five candidates and offered the position to Hunter Swanson. Hunter will begin his position on September 2. Hunter currently works as the Youth Services Librarian at the Town Hall Library in North Lake, which is also a member of the Bridges Library System.
- b. Sarah and I have begun meeting with staff to conduct their six-month performance evaluation check-ins. These are due September 1st.

IV. LIBRARY COLLECTION

- a. Although the library building is closed, we still continue to order new library materials. Each week when the new items arrive we have been photographing them and posting them on Facebook. We also still continue to post them on our Café catalog page.

V. PUBLIC AND COMMUNITY RELATIONS

- a. I was interviewed by Andrea Morrow with WCLO News on July 24th about the renaming of the library.

- b. Sara French was interviewed extensively by the Daily Union concerning the renaming of the library.
- c. A press release was submitted to all local news outlets announcing the renaming of the library.
- d. We received an anonymous donation that will offset any costs we may incur with rebranding the library.
- e. This summer the library partnered with the WUSD summer school teachers to lend them the Thinking Money for Kids games (that we received through an ALA grant), which they used for financial literacy summer school classes. They taught four financial literacy classes with a total of 48 kids.
- f. Deana Rolfsmeyer tabled at the WUSD Whippet Welcome on August 5th.

VI. LIBRARY BOARD RELATIONS

- a. Jennifer and I continue to attend meetings with the architect and construction company concerning the building and furnishings.

VII. LIAISING WITH CITY, STATE, COUNTY, AND SYSTEM GROUPS

- a. I continue to attend weekly construction meetings with Miron Construction and Studio GC.
- b. I continue to attend Team meetings at city hall.
- c. I continue to attend weekly staff meetings with Sarah French and Deana Rolfsmeyer.
- d. I met with the City Manager once in July.
- e. I attended the virtual meeting with Avigilon, the subcontractor responsible for locks and keys for the new building, on July 1st.
- f. I attended the Sprinkler and Protection Compliance Meeting on July 28th via phone.
- g. I attended the Jefferson County Library Service Board Meeting on July 29th. I have attached the packet to my report as it contains the 2024 Annual Report.
- h. I sent a letter and an email to Midwest Tapes on August 13th informing them that we would be ending our Hoopla contract with them on October 13th. All of the libraries in the Bridges Library System sent a similar letter, based on the date of their contract.

VIII. PROFESSIONAL DEVELOPMENT

- a. I continue to attend Spanish classes at City Hall. The last class will be August 15th.
- b. I completed the July Infosec cybersecurity training on Smishing. These trainings are assigned to us by the Wisconsin Library System Cybersecurity Collective.

IX. STRATEGIC PLAN

- a. We continue to keep the public updated on the progress of the renovation.

CAPITAL CAMPAIGN

- b. We received three additional donations of \$250 each for wall tiles.

Jefferson County Library Service

Mailing Address: Dwight Foster Public Library
209 Merchants Avenue
Fort Atkinson, WI 53538
(920) 563-7790

Jefferson County Library Board Meeting

Date and Time: July 29, 2025 at 5 p.m.

Location: Johnson Creek Public Library or via Zoom

<https://us02web.zoom.us/j/84007892918?pwd=SsKnpt1QrcuImuMoSwGPfk4E3JrHcB.1>

Meeting ID: 840 0789 2918

Passcode: ipHs3pc8

Agenda

1. Call to order and introductions
2. Approval of minutes of the March 4, 2025 meeting - **Action**
3. Comments from the public
4. Correspondence
5. Administrator's report – Minetta Lippert
6. Report from Library System Representative – Art Biermeier
7. Report from Library System Director – Brittany Larson
8. Unfinished Business
 - A. 2024 Annual Report for Jefferson County Board – **Action**
9. New Business
 - A. 2026 County Library Service operating budget request - **Action**
 - B. Selection of County Resource Library for 2026 – **Action**
 - C. 2026 County Resource Library budget request – **Action**
 - D. eContent offerings from County libraries - **Discussion**
10. Reports from County libraries
11. Adjournment

Link to Per Diem for this meeting

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 563-7790 at least three (3) days prior to the meeting date. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

Jefferson County Library Board Minutes from March 4, 2025 Meeting

Board members present: Art Biermeir, Tim Semo, Richard Moulding, Duane Scott, Brian Henning, Greg Haasch, Amanda Golson

Board members absent:

Others present: Karol Kennedy, Bridges Library System Director; Minetta Lippert, Dwight Foster Public Library Director; Samantha Seeman Cambridge Library; Melissa Anderson Jefferson Library; Brian Henning Waterloo; Kelly from Karl Junginger; Jodi Johnson Creek Diane Jaroch Irvin Young

Call to order: The meeting was called to order at 5:00pm by Tim Semo

Public hearing:

Approval of minutes of the December 3, 2024 meeting: Duane Scott motions, Art Biermeir seconds

No Correspondence

Administrator's report-Minetta Lippert

Jefferson County Board received the updated budget plan, the plan has been filed with DPI. All directors have filled their reports. Library legislative day was well attended.

Report from Library System Representative- Art Biermeier-New member added to the Bridges Library Board, report on Memory Cafe Project. A committee has been formed to select Karol Kennedy's replacement.

Report from Library System Director- Karol Kennedy

Entering the final stages of Library Coordinator of Development, the last two months have been filled with annual reports and will be finished up shortly. Adjacent county requests for reimbursement for library use are being submitted.

New Business:

Election of Officers 2025 Amanda Golson voted as secretary Motioned by Tim Semo and seconded by Art Biermeir. Vice President Motioned by Tim Semo Second by Greg Haasch, President Tim, motioned by Art Biermeir seconded by Greg Haasch

2024 Annual Report for Jefferson County Board due July 8, 2025

County Appointments to Local Library Boards

Appointees from each library should be recommended by April 30th and must live in the county. Generally the appointees come from county municipalities without libraries. Candidates for board will need to provide name, address, and short bio or resume.

Public Library Funding Presentation from Karol Kennedy

Majority of funding for libraries comes from municipalities. There is also county state (mostly grants) and federal funding along with fines, fees, grants, donations. Minimum reimbursement from counties at least 70% for serving users who do not live in a municipality that is served by the library. Calculations for funding can be found in the Jefferson County Service Plan. Counties pay only for the services used.

Reports from County Libraries

Minetta-Short staffed 2 of 6 full time staff people.

Melissa-Holds lockers are up and running with the help of Bridges grants and support. Will be redesigning the website over the next year.

Diane-Library expansion and renovation is on schedule. Two hundred and fifteen entries in winter reading program

Gerard-Fundraising for library expansion

Samantha-New winter reading program will be revamped for next year. Drive up window will need to be replaced. Library is a little short staffed at the moment.

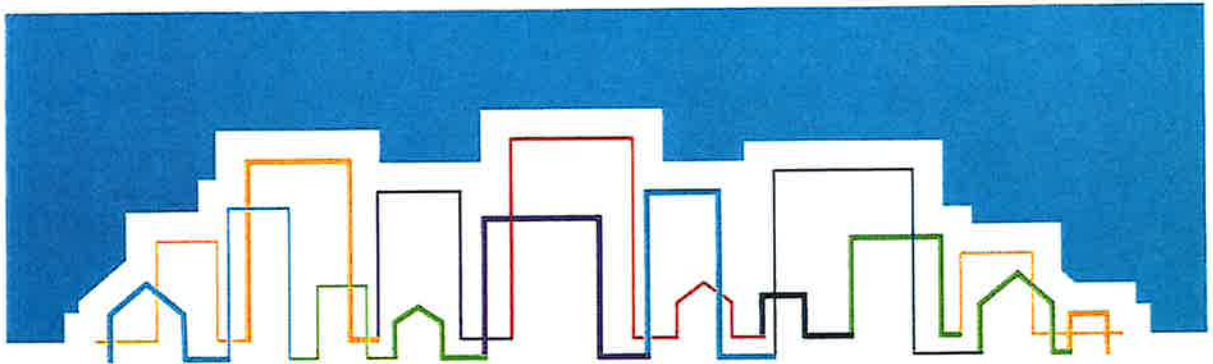
Jodi-Cloud nine has been installed on all computers, joined in Waterloo literacy activities at the elementary school. April will host a composting program.

Kelly-Wrapping up winter reading program, lost adult service librarian and budget does not allow for replacement. Received \$107,000 donation from the Garmin Estate.

Thank you to Karol Kennedy for her service to our library system!

Adjournment: A motion to adjourn was made by Tim at 5:52pm.

2024 Annual Report of Jefferson County Library Service



LIBRARIES = STRONG COMMUNITIES

Mission: Jefferson County Library Service works to support and strengthen the municipal libraries, so all County residents receive quality public library service.

Jefferson County public libraries, except for Cambridge Community Library, are members of the Bridges Library System which serves and supports libraries in Jefferson and Waukesha Counties. System membership provides access for all county residents to more than 2 million items, digital resources, coordinated marketing, and support for library boards and staffs throughout both counties. Cambridge Community Library is a member of the South Central Library System.

Circulation of Library Materials

In 2024, the total circulation of physical and digital materials in Jefferson County increased slightly by 0.11% from the previous year. Physical circulation decreased from 850,410 to 819,156 items checked out of the nine county libraries. It is important to note that Irvin L. Young Memorial Library in Whitewater was closed to the public for several weeks due to an ongoing renovation and expansion project resulting in a nearly 19% decrease in their total physical circulation.

Digital circulation continues to increase. In fact, the number of digital checkouts by Jefferson County residents was at an all-time high. In 2024, 166,194 digital books, audiobooks, and videos were checked out, compared to 133,859 in 2023. Digital materials are available for borrowing from the Wisconsin Digital Library (Overdrive/Libby) and Hoopla by downloading to a computer or mobile device. 2024 was the first year Hoopla circulation has been included in digital circulation totals.

Of the total physical and digital circulation, 218,449 (which represents 22.17% of the total) were checked out by Jefferson County residents who live in municipalities without their own libraries. This same population represented nearly 26% of digital usage in 2024. This ratio has been consistent and represents a higher ratio than for physical circulations.

Table 1. Circulation at Jefferson County Libraries – 2024

Library	2024 Total Circulation (Physical & Digital)	2024 Circulation to Jefferson County Non- librarianed Communities (Physical & Digital)	Non-librarianed Resident % of Total Circulation
Cambridge*	39,806	17,019	42.75%
Fort Atkinson	199,806	60,394	30.23%
Jefferson	84,589	23,813	28.15%
Johnson Creek	43,990	12,947	29.43%
Lake Mills	101,807	24,554	24.12%
Palmyra	36,194	17,628	48.70%
Waterloo	61,703	5,831	9.45%
Watertown	333,940	49,200	14.73%
Whitewater	83,515	7,063	8.46%
Totals	985,350	218,449	22.17%

*Cambridge does not circulate digital items to Jefferson County residents.

Countywide Library Service Highlights from 2024

Jefferson County residents had ready access to more than 2 million items and integrated access to the Wisconsin Digital Library, all via the CAFÉ catalog.

Libraries received the following Bridges Library System services and programs:

- Improvement and innovation grants
- eContent grants
- Coordinated public relations efforts & library advocacy
- Technology support for CAFÉ, OverDrive, Hoopla, and the wide area network
- Annual report data pre-population, monthly data reports, and data dashboard access
- Youth services coordination
- Inclusive services coordination
- Workforce development coordination
- Professional development opportunities
- Coordinated meetings for staffs & subject-specific listservs and groups
- Backup reference assistance
- Access to a professional collection for librarians
- Consultation on library services
- Access to special equipment
- Interlibrary loan software
- New library director orientation
- County library budgeting & planning assistance
- Web hosting, website assistance, & email service

Additional electronic resources for all county residents offered in 2024 included:

- Overdrive/Libby – Access to eBooks and digital audiobooks
- Hoopla – Stream digital movies, music, eBooks, and audiobooks
- Udemy – Access online, on-demand courses
- Ancestry.com – Research family history
- Consumer Reports – Make smart buying decisions
- Cypress Resume – Utilize job coaching, resume critiquing, and mock interview sessions
- Morningstar Investment Research – Research current or prospective holdings
- NovelList Plus – Find recommended reads, reviews, and book discussion guides

Cambridge Community Library



2024 was a whirlwind in Cambridge! We kicked off the year by extending our hours so that we are open 4 evenings a week until 7 p.m. and open longer on Saturdays. We offered almost 30 more programs than last year and saw almost 400 more people attending events because of it. More hours paired with expansion of program offerings resulted in 1,660 more people through our doors in 2024 than in 2023.



Our Summer Library Program exploded with participation this year! We had over 250 people sign up (up from just about 100 last year) and doubled our number of finishers.



In November, we unveiled our World Language Collection thanks to a donation from the Flynn Family in memory of their mother Lucy. To celebrate, we had the family attend a special bilingual storytime, where we launched our collection of fully Spanish and bilingual Spanish/English children's books (for a variety of ages).

Finally, we closed out the year with an exciting countdown at our Noon Year's Eve celebration!



Dwight Foster Public Library (Fort Atkinson)

The Dwight Foster Public Library served the Fort Atkinson area to the best of its ability in 2024 by providing access to materials, resources, opportunities, and gathering spaces.

In addition to curating collections of high interest, Dwight Foster Public Library staff coordinated a wide variety of programs and events in 2024 to provide information, education, entertainment, and connection for our community. The program with the highest attendance was the 4K Art Gala with 254 attendees. Through a partnership with the School District of Fort Atkinson, the 4K Art Gala invites 4-year-old kindergarten students and their families to the library on a special evening to view their artwork on display in the children's area. The adult program with the highest attendance was a presentation about Hiking the Appalachian Trail with 66 attendees.



We made several improvements to our space in 2025 with the goal of continuing to foster a welcoming



environment. We replaced brick pavers on the northwest corner of the library's lawn. We also installed a beautiful new luxury vinyl tile floor in the second floor computer lab. Utilizing funding from



an Improvement and Innovation Grant from the Bridges Library System, library staff purchased portable table lighting for the second floor reading room, large print keyboards, trackball mice, and lighted magnifiers. These technological enhancements all aim to improve accessibility in our space and better meet the needs of our patrons.

The Dwight Foster Public Library weathered several bigger staffing changes in 2024. Former Library Director Eric Robinson left the Dwight Foster Public Library in May, and the Board of Trustees appointed Minetta Lippert as the new Library Director in July. Daphne Sieren joined the Dwight Foster Public Library team as the Youth Services Librarian in October.

Library staff looks forward to continuing to serve our community in 2025.

Jefferson Public Library

Jefferson Public Library had a very exciting 2024. Here are just a few of the highlights. 2024 was the year of technology. Jefferson was awarded the Bridges Innovation and Technology grant for the purchase of a holds lockers system that allows patrons to pick up their holds whenever is convenient for them. Other improvements that were added to the Library with the help from the Bridges Library System include door counters, a hearing loop for the meeting rooms, an events calendar, and a reservation program. The Library also updated all lighting to LED, creating a welcoming environment by brightening up the Library while reducing monthly electricity costs. Wayfinding signage was also added to include Spanish and braille throughout the Library.



Jefferson Public Library also had an engaging year in programs and outreach. Adult programming included yoga and book clubs. Youth programming included the always favorite Storytime, Lego Club, and Baby Bounce. The Library partnered with several local organizations and participated in Goat Fest, Gemuetlichkeit Family Fun Night, Boo Bash, and National Night Out to name a few. Jefferson also visited local schools by doing monthly visits to 4K classes, attending family event nights, and job and collage fairs. The Library also partnered with the Jefferson County Food Pantry as a pick-up site for bread and other dry goods.



Johnson Creek Public Library

In 2024, Johnson Creek Public Library experienced strong growth. Visitor numbers rose by 9.83%, physical circulation increased by 2.03%, and overall circulation (physical and electronic) went up by 3.23%. Program attendance grew by 5.50%, while the Summer Learning Program saw a 23% increase in participation and a 29% rise in program attendees compared to 2023.



Johnson Creek joined Lake Mills, Waterloo, and Watertown in the Running Waters Project of the Library Memory Café. I am happy to partner with one of our Library Board Members, Amy Robb, to host our three cafés a year.

Regular programs continued with a monthly PAWS and READ with therapy dogs, Family Fun, Legos, and Homeschool Craft Buffets. We continued our weekly Storytime and Snack and Chat for 6-12 graders. Our community outreach also continued with weekly visits to Crossroads Kid's Connection Daycare, Crossroads Annual Spring Carnival, Johnson Creek Elementary Literacy Night, Johnson Creek Schools Mental Health Awareness Night, and our community Nickel Night.

Our Friends group continued to support us by sponsoring our Dolly Parton Imagination Library (DPIL), Summer Learning Program, two Crafting with Kayte programs, and our Coffee Station. They also purchased books to hand out at Trick or Treat, two Milwaukee County Zoo passes, a Wisconsin Historical Society pass, and renewed our Schlitz Audubon pass.



Through a generous grant from Bridges Library System, equally generous sponsorship from local business owner, Lyle Wuestenberg, and a lot of hard work from our DPW, we were able to clear out an overgrown area and put in an Outdoor Courtyard for everyone to enjoy.

Thanks to Bridges' financial support we are participating in WiLS Small Library Strategic Planning Cohort. Work on a new Strategic Plan began in 2024 and continues in 2025. Our new plan is on schedule to be in place beginning in 2026.

We had two great part-time employees leave in 2024 to work in other careers. We welcomed part-time employee Baelyn Elkins to our team in November!



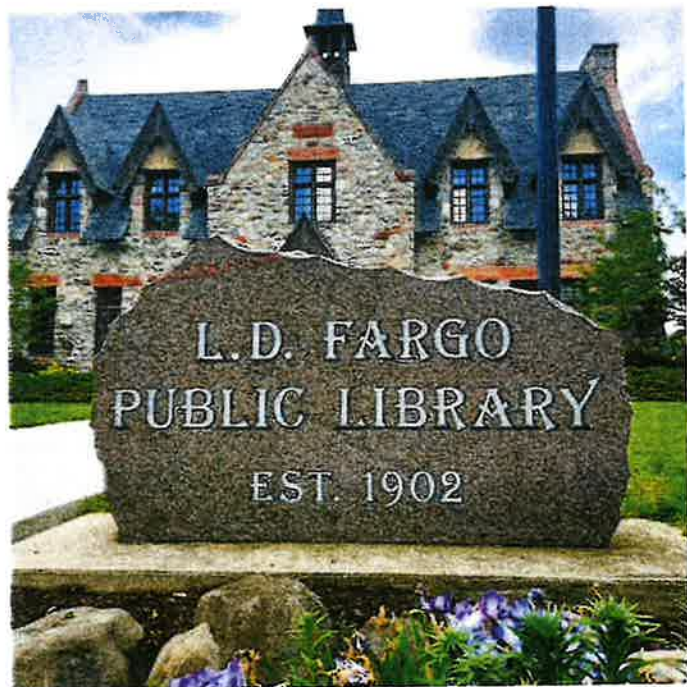
L.D. Fargo Public Library (Lake Mills)

L.D. Fargo Library has been moving forward on designing and building a library expansion. Much of 2024 was working with the City administration and Council, architects, and a professional fundraiser to develop a budget, building design, and fundraising campaign. The library building has not expanded since a 1965 addition to the north side and is half the size needed for our 10,000-person service area. Our expansion design has been revised over time from doubling in size with a two-story addition, to our current goal of adding 50% more square footage.

The library continues to focus on programming and building a popular reading collection. Outreach to the community to promote and encourage early literacy includes two weekly story times and regular visits to preschools and kindergartens. Year-round activities of crafting, makerspace, escape rooms, and more bring visitors to the library. Our young adult teen theater program ran for three months and included both teens and adult volunteers who took a play from the script to full production and performance. Children and Teen program attendance for 2024 programs was 4,609.

Our Summer Reading Program (SRP) continues to engage the community, and our program attendance has outgrown our meeting space. We have partnered with the Parks Department to host our larger SRP programs at Wallace Park's outdoor pavilion. SRP is our biggest annual event and continues to drive a spike in library usage from June through August. Adult programs include educational and recreational programs with partnerships with Wisconsin Science Festival and our own book clubs, crafting programs, and Memory Cafes.

The library staff work hard to make the library a welcoming and relaxing place for families, children, and adults. Our study tables are used for meetings, study, remote work, and more. The library is literally the center of Lake Mills and remains the single public space where anyone can visit and be without expectation of commerce or membership. We are regularly thanked by customers for our service.



Powers Memorial Library (Palmyra)

In 2024 the village of Palmyra had a full year sesquicentennial celebration. In the spring, a Japanese Maple tree was planted in front of the library with a ceremony celebrating the oldest and youngest current village residents. March 14th, 2024 marked our inaugural Pi/Pie Day fundraiser. The event was such a success that it has become an annual event. On April 8th we witnessed the solar eclipse. We had 500 pairs of eclipse glasses that I ordered in October of 2023. By April 8, we had people driving in from hours away to get a pair of glasses to see the eclipse. All glasses were distributed.



In early summer we won a grant for a privacy pod that can accommodate up to four people. In May we celebrated the 150th anniversary of Palmyra with cake and events at the library. Our Olympics themed summer reading program included many programs on-site and off. We offered geocaching, paper circuit Olympic torch making, slime creation,

bird identification, a treasure hunt, fort making, a visit to the fire house, and many more popular programs.

We had a special “Junior Librarian”—who was here from North Dakota visiting her grandma for the summer—volunteer extensively to help with the summer festivities. We held our annual end of summer Family Fun Night celebration at the library because of extreme weather conditions.

In the fall we offered pumpkin painting and hosted a Memory café where participants shared thankful moments and made gratitude trees. We wound down the year with our active fiber arts group making 22 book pillows to sell during the holidays with the proceeds going to the Friends of Powers Memorial Library. PML continues to be a hub of the community hosting trivia, open mic/open jams where musicians can come and play or sing, game day, D&D, local authors and much more.



PML continues to strive toward our mission statement of Community, Connection and Collaboration.

Karl Junginger Memorial Library (Waterloo)

Karl Junginger Memorial Library (KJML), located in Waterloo in the far northwestern part of Jefferson County, hosted many amazing programs in 2024. We had a wonderful year partnering with local businesses and county resources to help educate and entertain our community.

The Library celebrated its 30th anniversary in the dedicated Karl Junginger Memorial Library Building with the Evelyn Kading Clark Children's Wing. We are very thankful to both Karl and Evelyn, Waterloo community members, who generously donated in order to have this beautiful building built back in 1994. We are very fortunate to have the Karl Junginger foundation continue to help with our funding, and the Evelyn Kading Trust, which provides all of our youth materials and other youth items.



Our small community is very fortunate to have a couple of larger businesses that support the library. The KJML Library, partnering with Crave Brothers Cheese, hosted a charcuterie board making class and tasting. Crave Brothers Cheese donated all the cheese, meats, and other items needed to taste test and create these beautifully crafted charcuterie boards. It was a well-attended community-centered event, and everyone walked away full and became cheese enthusiasts.



Watertown Public Library

Community building perfectly captures the spirit of our library highlights from 2024.

We launched several new programs as we pivoted to provide innovative offerings for all ages! New additions this year included:

- A Tea Library: A curated collection of teas available for patrons to explore and enjoy.
- Social Media Outreach: We expanded our presence with engaging Facebook Reels. Staff created a variety of entertaining videos to highlight library services—and we even went viral!
- The Silent Book Club: A designated time for people to quietly read together while enjoying light snacks.
- A Book Lover's Retreat: A cozy, after-hours event celebrating books and the joy of reading.
- Thrifters and Pickers: A roundtable discussion group for patrons who love thrifting and collecting antiques.
- 500 Books Before Middle School: A program encouraging independent reading for children in Kindergarten through 5th grade.

We also welcomed several special visitors throughout the year, including Llama Llama, Anna and Elsa, Bluey, Waldo, a lamb from Jelli's Farm, and ballet dancers from the Milwaukee Ballet.

Our Homeschool Tuesday program was a standout, culminating in two exciting events: the Homeschool Art Gallery Show and a Science Fair.

We take pride in our beautiful library and are continually exploring new ways to better serve our community.



Irvin L. Young Memorial Library (Whitewater)

2024 Highlights

- Our mocktail program was featured in the article, "Spirit-Free Spaces: Libraries Shake Things Up with Mocktail Programs" in the January/February 2024 issue of *American Libraries Magazine*.
- We collaborated with over 25 community organizations and individuals to provide over 120 library programs and events for children, teens, adults, and all ages.
- Staff members served on the library's building committee, the ALSC Programs and Services Recognition committee, the CSLP Early Literacy Manual committee, the Whitewater City leadership committee, the Whitewater LEADS board, and the WLA Children's Book Awards committee.
- We created and implemented a monthly library newsletter.
- We implemented a new events calendar and room reservation software which makes it easier for patrons to find events and book our rooms and makerspace equipment.
- For Library Lovers' Month in February, we created a giving tree where patrons could choose an item to donate, which resulted in many donations that offset costs for library programming.
- Our Itty Bitty Art Show in March had 44 community participants.
- Our library board approved a Land Acknowledgement Statement and Commitment to Action, which includes a new tab on the library's website with links to resources about local Indigenous history (including book lists and highlights from our library's collection) and current issues for further research and education. This page will be continually updated as needed.
- We purchased new equipment for the Makerspace with a Bridges grant, including an embroidery machine, upgraded scanner, a sublimation printer, heat press, and printmaking supplies.
- Our Summer Reading Program was a success. From June 10-July 20 we had 251 youth participants, 123 adult participants, 397 Bingo sheets turned in for prizes, 909 attendees at library events, and 10,415 material checkouts.
- The Library Expansion & Renovation Project began on September 9th and a groundbreaking event was held on October 5th.



Library

DEPARTMENT MISSION

The mission of Jefferson County Library Service is to support and strengthen the existing municipal libraries, so all county residents receive quality public library service.

DEPARTMENT GOALS

Goals	Objectives	Jefferson County Library Services Plan	Completion Date
Extend quality library services to all Jefferson County citizens.	Provide, and ensure access to, a full range of library services.	Strategy 1-A	Ongoing
	Support and help fund county libraries' use of technology.	Strategy 1-B	Ongoing
	Encourage county libraries to meet or exceed the service guidelines setting forth expectations for excellence.	Strategy 1-C	Ongoing
	Support sharing among county libraries.	Strategy 1-D	Ongoing
	Advocate for library system membership benefits that strengthen county libraries.	Strategy 1-E	Ongoing
	Take advantage of opportunities to create collaborations and partnerships that improve county libraries' abilities to offer services.	Strategy 1-F	Ongoing
Provide equitable funding for library services in Jefferson County.	Seek to provide a "fair share" reimbursement to all public libraries in the county for rural usage by utilizing a formula approved by the Jefferson County Library Board.	Strategy 2-A	Ongoing
	Continue to provide funding for central services such as the county library contract and the board expenses.	Strategy 2-B	Ongoing

Desired results	Objectives	Jefferson County Library Services Plan	Completion Date
	Rely on the Bridges Library System to annually collect and verify adjacent county library requests and submit valid requests for reimbursement in the following year's budget request.	Strategy 2-C	Ongoing
	Ensure that county payments to municipal libraries for providing services are disbursed by March 1st each year per Wis. Stat. 43.12(1).	Strategy 2-D	Ongoing
Educate stakeholders about the state of and need for county library services.	Report to the Jefferson County Board of Supervisors on an annual basis or as requested.	Strategy 3-A	Ongoing
	It is expected that county library directors attend county library board meetings.	Strategy 3-B	Ongoing
	County library directors are encouraged to share county library information with their local library boards.	Strategy 3-C	Ongoing
	Maintain the Jefferson County Library Service website.	Strategy 3-D	Ongoing
	Offer to have a county library board member or the county library administrator attend a municipal library board meeting for support.	Strategy 3-E	Ongoing
	Make County appointments to local library boards as authorized under Wis. Stat. 43.60 when feasible and with input from local libraries.	Strategy 3-F	Ongoing

FACTORS INFLUENCING PROGRAM/SERVICE DELIVERY AND ACCOMPLISHMENTS

The libraries in Jefferson County remain essential pieces of educational and social infrastructure to the residents that live, work, and attend school there. Each library is locally governed by a citizen board, part of municipal services, and help support a two-county public library system that helps maximize the reach of library services and materials to both larger communities and rural areas.

In 2024 Jefferson County brought forth an Act 150 Committee to approve a County Library Services Plan for 2025-2029. The purpose of this plan, as in year's past, is to develop a collection and distribution formula of library tax levy dollars in order to support the library use of residents who live in areas without libraries.

In 2024, the total circulation of physical library materials in Jefferson County decreased 3.68% from the previous year. It should be noted one of the Jefferson County Libraries was closed many weeks for renovations which is a significant cause of this decrease compared to previous year increases. A total of 819,156 physical items were checked out of the nine county libraries. Of those items, 175,606, which represents 21.44% of the total, were checked out by Jefferson County residents who live in municipalities without their own libraries. The proportion of circulation for those non-librared residents typically mirrors their overall use of the libraries and has been consistent for many years. In 2023, the percentage of items check out by this group was 21.01%

In addition to physical items, libraries also circulate digital material. In 2024, digital circulations through Overdrive grew with a 24.16% increase from 2023 to 2024. This is a significant increase compared to the 2022 to 2023 increase of 4.8%. A total of 166,194 digital items were checked out of County libraries. Residents who live in municipalities in Jefferson County without libraries represent 25.78% of Overdrive usage in 2024, with 42,843 digital items checked out to these residents. This ratio has been consistent and represents a higher ratio than for physical circulations.

Table 1: Circulation Percentage to Residents Living in Municipalities Without Libraries

	Output Measures	
	2023	2024
Percentage of library circulation of physical items to residents who live in Jefferson County municipalities without libraries	21.01%	21.44%
Percentage of library circulation of digital items to residents who live in Jefferson County municipalities without libraries	25.65%	25.78%

The majority of the County library budget request represents a direct reimbursement to County libraries for use by Jefferson County residents without their own libraries that occurred in the previous year. In 2021, the Jefferson County Library Service Board reviewed the *Plan for Jefferson County Library Services* which includes the county funding formula and determined the incorporation of digital circulations was important to provide a fairer reimbursement for services provided to Jefferson County residents living in non-librared communities. The current plan (2025-2029) maintained this formula and includes reimbursement to libraries for both physical circulation and digital circulation (so long as they are verifiable circulations).

While most libraries in Jefferson County are part of the Bridges Library System, Cambridge Community Library is part of the South Central Library System. The policies of the South Central Library System prevent the Cambridge Community Library from circulating Overdrive digital materials to Jefferson

County residents. To avoid any adverse effect on the Cambridge Community Library funding, digital circulation will only be included if a library circulates these materials to all Jefferson County residents.

The formula to calculate the request amount is described below and shown in Table 2.

- Step 1: Sum the nine county libraries' operational expenses from the previous year's state annual report
- Step 2: Calculate the ratio of circulation to county residents who live in municipalities without libraries by dividing non-librariated circulation, including both physical and digital circulation if a library circulates digital materials to Jefferson County residents, by total circulation.
- Step 3: Multiply the non-librariated circulation percentage from step 2 by the total of the County libraries' operational expenditures from step 1.

These reimbursement payments to the libraries within Jefferson County for 2026 total \$1,156,224—an increase of 1.33% from last year as a result of a slight decrease in library operating expenditures of about 1.8%, a marginal increase (0.11%) of total circulation and a slight increase in the percentage of non-librariated usage of County libraries from 21.64% to 22.17%.

Table 2: County Library Formula – for County Library Portion of Budget Request

		2023 for 2025 Budget	2024 for 2026 Budget	\$ Change	% Change
Operating Expenditures at County Libraries (2 years prior)		\$5,272,438	\$5,215,336	-\$57,107	-1.08%
Percentage Share of Countywide Non- Librariated circulation (2 years prior)	x	21.64%	22.17%	N/A	0.53%
County Library Portion of Budget Request		\$1,141,085	\$1,156,224	\$15,139	1.33%

After study, the County Library Board adopted a change in the formula that calculates how the funds are distributed to County libraries beginning in 2018. The distribution formula includes a provision to limit library decreases to 5% or \$5,000 (whichever is in the library's favor)—helping to protect libraries from drastic decreases in funding. More stable funding allows libraries to better plan their service program from year to year.

There are two types of administrative costs in this 2026 budget. The Dwight Foster Public Library will continue to be the resource library for Jefferson County in 2026, handling the administrative work for

the County Library Service Board. There is \$700 requested in the budget for these services. This reimbursement level is consistent with the previous year and was increased by \$200 in 2024. The resource library reimbursement had been \$500 from 2018 to 2023.

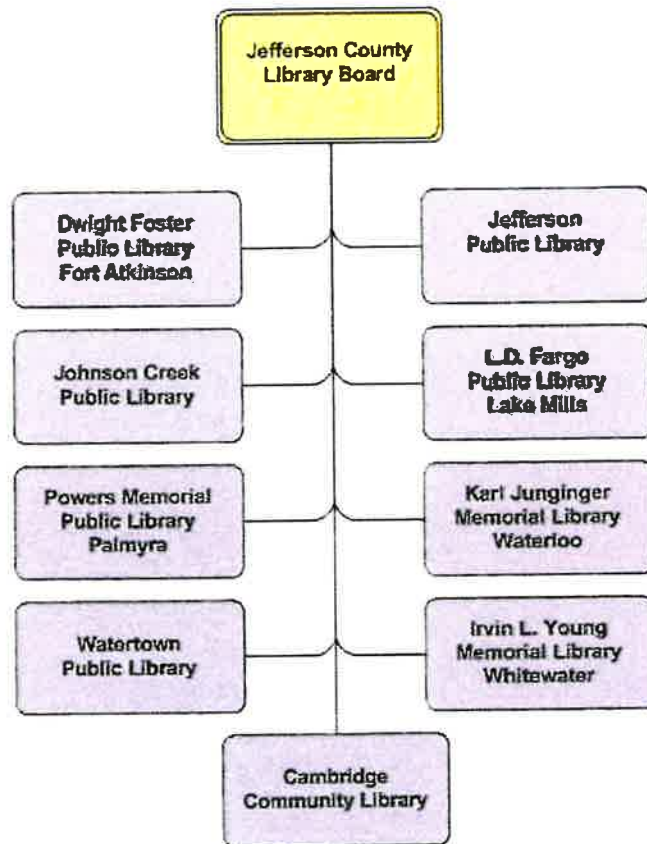
The Bridges Library System will handle the County library budgeting responsibilities. There is \$1,500 allocated to county library board expenses. The total administrative costs are less than 1% of the budget request. The remainder—and the vast majority of the funding—goes directly to libraries that will work to serve the residents of Jefferson County in a variety of essential ways.

Additionally, \$165,398.75 has been requested by adjacent county libraries for reimbursement for circulations made in 2024 to Jefferson County residents who live in areas without libraries. This represents an increase of \$10,306.75 or 6.69% for the 2026 reimbursement request. State law requires counties in Wisconsin to reimburse libraries at 70% of each library's cost for non-librariated circulations to all adjacent counties. Paying libraries in adjacent counties allows citizens to receive library services across county lines and allows counties to leverage investments already in place by partially reimbursing existing libraries instead of building new ones making it a cost-effective way to deliver services. Of the \$165,398.75 total, \$99,097 is to reimburse the Oconomowoc Public Library for use in 2024 by a significant populace in eastern Jefferson County. The \$165,398.75 allocation represents payments to 39 libraries in five adjacent counties. It's important to note that payments coming to the Jefferson County libraries from adjacent counties continue to result in a positive Jefferson County net position of approximately \$252,947 in 2026.

The total 2025 budget request for library services is \$1,323,822.36. This represents an overall increase of \$25,505.36 or 2% from last year. The county library service board remains committed to the principles of the formula which reimburses libraries based on actual costs and usage from the previous year.

This budget attempts to continue the "fair share" funding balance between librariated and non-librariated residents. All citizens of Jefferson County benefit from the services provided by the County's libraries. In a period of time where isolation and loneliness has been identified as creating a severe impact on one's health, libraries stand as community conduits, linking residents to social and educational programs, places for civic groups to meet, access to the internet for information and job opportunities, and more.

This budget continues the rich tradition of maintaining quality library services so that all County residents, no matter where they live, can thrive. Strong libraries build strong communities.



2026 Jefferson Co. Library Budget Request
Collection Formula

Library	Total Library Operating Expenditures			Total Library circulations			Total TNR/non-librariad Circulations			TNR/Non-librariad Percentage		
	Current Year	Prev. Year	Change	Current Year	Prev Year	Change	Current Year	Prev Year	Change	Current Year	Prev. Yr	Change
Cambidge	\$283,444	\$277,856	2.01%	39,806	40,835	-2.52%	17,019	16,726	1.75%	43%	40.9596%	4.38%
Fort	\$931,749	\$938,873	-0.76%	199,806	196,237	1.82%	60,394	58,431	3.36%	30%	29.77573%	1.51%
Jefferson	\$680,519	\$676,751	0.56%	84,589	80,871	4.60%	23,813	22,353	6.53%	28%	27.64032%	1.85%
Johnson Creek	\$290,045	\$271,519	6.82%	43,990	41,804	5.23%	12,947	10,284	25.89%	29%	24.60052%	19.64%
Lake Mills	\$469,707	\$436,022	7.73%	101,807	98,181	3.69%	24,554	23,683	3.68%	24%	24.12178%	4.01%
Palmyra	\$186,152	\$173,930	7.03%	36,194	43,533	-16.86%	17,628	20,463	-13.85%	49%	47.00572%	3.61%
Waterloo	\$378,368	\$404,641	-6.49%	61,703	57,651	7.03%	5,831	5,529	5.46%	9%	9.59047%	-1.46%
Watertown	\$1,181,821	\$1,220,564	-3.17%	333,940	330,676	0.99%	49,200	46,688	5.38%	15%	14.11896%	4.35%
Whitewater	\$813,531	\$872,282	-6.74%	83,515	94,481	-11.61%	7,063	8,863	-20.31%	8%	9.38072%	-9.85%
Totals	\$5,213,336	\$5,272,438	-1.08%	985,350	984,269	0.11%	218,449	213,020	2.55%	22.16969%	21.64246%	2.44%
Percentage Non-librariad circ	22.76969%											
Base budget based on totals	\$1,156,224											

2026 Budget Request

Base Amount	\$1,156,224
Administrative Costs	\$2,200
Adjacent Counties Libraries	\$165,398.75
Total Budget Request	\$1,323,822.36

Base budget amount 2025 \$1,141,085
Change in base budget amount \$15,138
% Change in base budget amount 1.33%

Change in library operating expenditures -\$57,102
% change in library operating expenditures -1.08%

Change in non-librariad circulation 5,429
% Change in non-librariad circulation 2.55%

Change in ratio of non-res. Circ 2.44%

Adjacent County request for 2026 \$165,399
Adjacent County request for 2025: \$155,032
% change in adjacent county request 6.69%

2025 Total Request \$1,298,317
Change from previous year total \$25,505
% Change from previous year 2.0%

Jefferson County Distribution Formula 2023
Overdrive Circulation Included in Collection and Distribution

Jeff. Co. Library Service
2024 statistics for
2026 budget request

2026 budget request																
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	R
	2025 Actual Lib. Tax Levy Distribution	2026 Act. ISO Minimum	5% or 55K Reduced Amount from Prior Year (whichever results in lesser decrease)	Greater of Act ISO Minimum or 5%/\$5K reduction	Rural Compensation	Not Eligible for Allocation (if Rural exceeds column G)	Eligible for Secondary Allocation (if Rural Allocation)	% of Total Remaining Allocation	Secondary Allocation	Preliminary 2026 Distribution	Amount Below Hold Harmless (add-in)	Proportional Reduction	Final 2026 Distribution	\$ Chg. from 2024	% Chg. from 2024	
Library																
Cambridge	\$75,160	\$84,528	\$89,145	\$90,135	\$90,079	\$93,135	\$110,658	41%	\$93,135	\$93,135	\$93,135	\$0	\$93,135	\$4,753	5.07%	
Fort Atkinson	\$,298,147	\$1,171,014	\$1,091,144	\$233,147	\$1,060,079	\$114,101	\$110,658	41%	\$114,101	\$114,101	\$114,101	\$0	\$114,101	\$2,156	2.56%	
Jefferson	\$1,006,641	\$1,134,101	\$1,254,641	\$114,101	\$1,060,079	\$114,101	\$110,658	41%	\$114,101	\$114,101	\$114,101	\$0	\$114,101	\$1,062	1.28%	
Johnson Creek	\$60,785	\$59,716	\$57,716	\$9,716	\$68,527	\$68,527	\$68,527	9%	\$68,527	\$68,527	\$68,527	\$0	\$68,527	\$4,707	7.28%	
Lake Mills	\$1,200,844	\$1,279,229	\$1,154,844	\$115,844	\$1,279,961	\$93,113	\$129,961	17%	\$93,113	\$129,207	\$129,207	\$0	\$129,207	\$1,811	2.46%	
Palmira	\$100,414	\$63,405	\$63,405	\$0	\$100,414	\$93,113	\$93,113	13%	\$93,113	\$93,113	\$93,113	\$0	\$93,113	\$5,000	4.84%	
Wadeson	\$15,618	\$7,502	\$31,865	\$11,865	\$10,064	\$13,865	\$10,064	13%	\$13,865	\$13,865	\$13,865	\$0	\$13,865	\$1,283	5.05%	
Watkinson	\$231,728	\$121,868	\$211,228	\$121,228	\$260,410	\$260,410	\$260,410	33%	\$260,410	\$260,410	\$260,410	\$0	\$260,410	\$5,864	4.50%	
Winchester	\$51,278	\$48,164	\$54,415	\$54,415	\$12,882	\$54,415	\$12,882	16%	\$54,415	\$54,415	\$54,415	\$0	\$54,415	\$1,118	1.70%	
TOTALS	\$1,141,005	\$811,240	\$1,102,615	\$1,114,117	\$1,136,224	\$412,112	\$776,536	31.0%	\$776,536	\$1,156,224	\$1,156,224	\$0	\$1,156,224	\$13,138	1.1%	
(shows estimated up-allocations match total)																
Total Avail. Allocation: \$1,156,224																
Total Alloc. + Add. Hold Harmless Min. \$1,156,224																
Proportionate Reduction (if needed) \$0																

Step 1: Determine Act. ISO Minimum for each library. Incorporating Overdrive circulation if offered to Jefferson County TRR (column C). In column D, calculate either 5% or 5% reduction from the prior year, whichever produces the lesser decrease (i.e. least negative impact for the library) from the prior year library levy (column B).

Step 2: Determine Rural Compensation amount: (rural circulation multiplied by actual dollar rate per item borrowed) in column F. Similar to prior methodology.

Step 3: Libraries whose values in column E (Hold Harmless Amount) exceed the values in column F, receive the column E amount. This caps the loss for these libraries, but also makes them ineligible to receive additional funds in the secondary allocation.

Step 4: If a library's rural compensation amount is less than the amount in column E, the library is not eligible for the secondary allocation. The minimum allocation amount for those libraries is subtracted from the Total Available Allocation, resulting in the allocation shown in column H.

Step 5: The rural compensation amounts for eligible libraries are reflected in column H. Their proportion percentages of the total are reflected in column I. The secondary allocation (column J) is determined by multiplying the libraries proportionate allocation in column I by the total remainder (i.e. \$624,785 in 2023).

Step 6: The preliminary distribution in column K is either a library's minimum in column E or the allocated amount in column J.

Step 7: As necessary, if a library eligible for a secondary allocation receives an amount lower than their Hold Harmless Amount in column E, proportional reductions are made to the remaining libraries receiving higher increases under the secondary allocation formula, until all libraries meet their Hold Harmless Amounts (the greater of their Act. ISO minimum or a 5%/\$5,000 reduction), resulting in the Final Distribution in column O.

County-wide Cost per Circulation for 2024
\$5.29 Library Levy Formula
(Note: Total Op. Expenditures/Total Circulation)

Library	Total Circulation	% Rural	% of Total
Cambridge	39,806	17.01%	4.3%
Fort Atkinson	199,806	60.39%	28%
Jefferson	84,580	23.81%	11%
Johnson Creek	43,990	12.91%	6%
Lake Mills	101,807	24%	11%
Palmira	35,184	17.62%	4%
Watkinson	61,703	5.83%	3%
Winchester	33,240	49.20%	23%
TOTALS	84,515	7.06%	100%

Act 150 Calculation 2024 Statistics for 2026 Budget

Library	Total Library Operating Expenditures			Total Library Circulations			THR Circulations (physical + Overdrive)			Cost/Circ			Federal Expenditures			Act 150 Unit Cost			Act 150 Amount		
	Current Year	Prev Year	Change	Current Year (Phy + Dig, if applicable)	Prev Year (Phy + Dig, if applicable)	Change	Current Year (Phy + Dig, if applicable)	Prev Year (Phy + Dig, if applicable)	Change	Current Year	Prev Year	Change	Current Year	Prev Yr	Change	Current Year	Prev Year	Change	Current Year	Prev Year	Change
Cambridge	\$383,444	\$372,856	2.91%	39,806	40,835	2.52%	17,032	18,736	1.75%	\$7,120K35	\$6,804K59	4.65%	\$	\$	331	201,813	\$4,966,401	\$4,757,377	\$64,538	\$75,517	6.23%
Fort	\$931,749	\$938,873	0.76%	139,806	136,237	1.82%	60,394	58,431	1.65%	\$4,663Z68	\$4,784Z83	-2.53%	\$	\$	610	0.00%	\$3,267,151	\$3,349,068	\$197,014	\$193,689	0.68%
Jefferson	\$680,519	\$676,753	0.56%	84,589	80,871	4.60%	23,813	22,353	6.51%	\$8,045Z06	\$8,369Z78	-3.88%	\$	\$	1,544	-100.00%	\$5,631,504	\$5,840,430	\$114,100	\$130,641	7.65%
Johnson Creek	\$790,045	\$777,573	1.62%	43,990	41,804	5.23%	12,917	10,284	25.67%	\$6,593Z30	\$6,495Z48	1.51%	\$	\$	249	0.00%	\$4,615,401	\$4,942,364	\$59,256	\$46,714	27.97%
Lake Mills	\$790,045	\$777,573	1.62%	101,607	98,181	3.62%	24,554	23,683	3.69%	\$4,613Z00	\$4,441Z02	3.89%	\$	\$	249	0.00%	\$3,225,590	\$3,108,701	\$77,239	\$73,623	7.71%
Palmyra	\$669,702	\$673,950	-0.63%	36,184	43,553	-16.86%	17,628	20,463	-13.85%	\$5,143Z13	\$3,895Z60	28.21%	\$	\$	-	0.00%	\$3,600Z71	\$2,795Z52	\$64,455	\$77,230	10.85%
Palmyra	\$186,152	\$173,950	7.01%	61,703	57,651	7.03%	5,831	5,529	5.40%	\$7,018Z03	\$7,018Z03	-12.61%	\$	\$	-	0.00%	\$4,292,459	\$4,913,162	\$25,039	\$27,165	-7.86%
Waterloo	\$378,466	\$404,681	-6.49%	333,940	330,676	0.99%	49,200	46,880	5.39%	\$3,590Z22	\$3,691Z18	-4.12%	\$	\$	-	0.00%	\$2,477,315	\$2,583,782	\$121,864	\$120,542	1.08%
Waterloo	\$1,181,821	\$1,205,564	-1.97%	333,940	330,676	0.99%	49,200	46,880	5.39%	\$3,590Z22	\$3,691Z18	-4.12%	\$	\$	-	0.00%	\$2,477,315	\$2,583,782	\$121,864	\$120,542	1.08%
Waterloo	\$817,531	\$812,402	0.62%	63,535	64,481	-1.46%	2,053	8,863	-76.81%	\$9,741Z16	\$9,741Z16	-5.51%	\$	\$	-	0.00%	\$6,818Z95	\$6,467Z78	\$44,101	\$57,718	-23.42%
Waterloo	\$5,375,336	\$5,172,438	3.85%	395,330	383,209	3.16%	218,649	211,000	3.63%	\$5,308Z77	\$5,356Z04	-0.90%	\$	\$	2,124	21,787	\$3,203,864	\$3,748,182	\$583,240	\$744,544	-21.51%

Cambridge does not circulate Overdrive items to Jefferson County residents.

Jefferson County Circulation 2024 for 2026 Budget

	Jeff. Co. TNR	Total	Jeff. Co. TNR	Total
	Circulation	Physical	Circulation	Physical
Library				
Cambridge	36,865	13,258	162,941	47,136
Fort	15,339	5,759	69,250	18,054
Jefferson	7,524	2,725	36,466	10,222
Johnson Creek	22,400	7,727	79,407	16,827
Lake Mills	3,696	1,928	32,498	15,700
Palmyra	9,180	1,414	52,523	4,417
Waterloo	51,386	8,469	282,554	40,731
Watertown	19,804	1,563	63,711	5,500
Whitewater	166,194	42,843	819,156	175,606
Totals	25.78%		21.44%	

Whitewater closed several weeks due to ongoing renovations. Circulation down 14,577.

2023 Totals for	2025 Budget	2022 Totals for	2024 Budget	2021 Totals for	2023 Budget	2020 Totals for	2022 Budget
TNR %		TNR %		TNR %		TNR %	
133,859	34,336	127,727	32,794	126,241	31,556	123,505	30,846
25.65%	25.68%	25.68%	25.00%	25.00%	24.98%	24.98%	24.98%
850,410	830,750	1,786,84	1,738,09	1,585,48	1,542,01	1,342,01	1,342,01
21.01%	20.92%	20.92%	21.90%	21.90%	21.63%	21.63%	21.63%
984,269	958,477	2,066,03	2,066,03	1,90,104	1,90,104	743,929	743,929
21.64%	21.56%	21.56%	22.36%	22.36%	22.19%	22.19%	22.19%

* Cambridge does not circulate Overdrive items to Jefferson County residents.

2024 Data reported in 2025 for 2026 Payment
County Location Library Name

Mailing Address
Mailing Address

Operating Expenses per Dpl

Inter Lib Adjust Requested

Less Federal Expenses per Dpl

Net Operating Expenses per Dpl

Circulation per Dpl

Calculated Cost per

Applicable Circulations

Rate

Calculated Reimburse

Requested Reimburse

Variance

Data updated for 2026 request in 2025

Line	Library Name	Mailing Address	Mailing Address	Operating Expenses per Dpl	Inter Lib Adjust Requested	Less Federal Expenses per Dpl	Net Operating Expenses per Dpl	Circulation per Dpl	Calculated Cost per	Applicable Circulations	Rate	Calculated Reimburse	Requested Reimburse	Variance
1	Clark County Library Service	1974 S Stronglight Rd	Madison WI 53716	216.131		(1.740)	215.955	20.645	10.46	4	70%	29.00	29.29	(0.29)
2	Clark County Library Service	P O Box 346	Black Earth WI 53531	248.103		(460)	247.703	27.971	6.86	63	70%	391.00	390.54	0.46
3	Clark County Library Service	203 Library Street	DeForest WI 53532	1,120.745			1,120.745	187.635	5.107	6	70%	24.00	23.82	0.18
4	Clark County Library Service	15510 Lucy Rd	DeForest WI 53532	2,448.127			2,448.127	283.059	8.46	10	70%	111.00	111.15	(0.15)
5	Clark County Library Service	201 W Main Street	Madison WI 53703	27,436.242	(44,219)		22,302.071	2,170.905	10.31	993	70%	7,170.00	7,168.06	1.94
6	Clark County Library Service	6605 Waterloo Road	Madison WI 53705	253.907			253.907	32.005	7.83	639	70%	3,519.00	3,548.59	(0.41)
7	Clark County Library Service	5920 Milwaukee St	Madison WI 53705	1,154.884		(1,146)	916.932	167.128	5.35	10	70%	38.00	37.51	0.49
8	Clark County Library Service	1000 Nichols Road	Madison WI 53716	917.848		(75,000)	1,067.600	187.128	6.51	98	70%	440.00	440.42	(0.42)
9	Clark County Library Service	304 South 4th St	Stoughton WI 53589	1,112.466		(403)	2,163.514	633.172	5.20	156	70%	1,558.00	1,559.33	(0.33)
10	Clark County Library Service	500 Street St	Verona WI 53593	2,152.448		(1,900)	2,150.566	688.188	4.64	32	70%	104.00	103.99	0.01
11	Clark County Library Service	201 N Madison St	Verona WI 53597	1,624.691			1,624.691	281.054	5.76	3	70%	14,181.00	14,180.89	0.12

Dodge	Iron Ridge Public Library	205 Park St PO Box 247	Iron Ridge WI 53035	53.764			53.764	1,509	28.16	14	70%	216.00	\$270	-
Dodge	Iron Ridge Public Library	424 N Main St	Madison WI 53705	411.667			411.179	38.370	10.72	4	70%	38.00	\$30	-
Dodge	Iron Ridge Public Library	311 N Strong St	Heaver Dam WI 53910	989.464		(1,850)	987.614	137.678	7.18	389	70%	1,954.00	\$1,054.00	-
Dodge	Iron Ridge Public Library	Heaver Dam Community Library	Heaver Dam WI 53910									2,260.00	\$2,260	-

Rock	Bellevue Public Library	605 Eclipse Blvd	Bellevue WI 53511	\$2,426.988		\$0	\$2,426.988	152.470	15.92	11	70%	121.00	\$122.57	0.43
Rock	Bellevue Public Library	101 Auburn Street (MC1E)	DeForest WI 53534	463.635			463.635	63.499	7.30	604	70%	3,081.00	\$3,081.05	(0.05)
Rock	Bellevue Public Library	316 S Main Street	Jefferson WI 53540	\$4,289.013			4,289.013	47,366	10.04	101	70%	710.00	\$709.67	0.33
Rock	Bellevue Public Library	430 E Main St, St 100	Madison WI 53503	\$405.000			\$405.000	87.077	5.68	614	70%	3,178.00	\$3,178.18	(0.18)
Rock	Bellevue Public Library									1,519			\$7,097.47	0.10

Wauwatosa	Adam Public Library	404 E Wauwatosa Ave	DeForest WI 53115	\$511.913			531.813	73.907	7.20	111	70%	559.00	\$558.21	(0.79)
Wauwatosa	East Troy Lions Public Library	East Troy WI 53120		\$283.174			1,048.785	114.803	9.14	11	70%	20.00	\$19.71	0.29
Wauwatosa	Lake Geneva Public Library	918 W Main St	Lake Geneva WI 53147	\$1,051.154	(2,369)		1,013.354	210.689	4.81	14	70%	43.00	\$47.14	(0.14)
Wauwatosa	Madison Memorial Public Library	101 N Wisconsin St	Elkhorn WI 53121	\$1,013.354						130		696.00	696.00	-

Wauwatosa	Big Bend Public Library	W230 S9185 Neuns Street	Big Bend, WI 53103	90.845	90.845	15.163	5.89	17	70%	71.00	71.00	-
Wauwatosa	Brookfield Public Library	1900 N Calhoun Rd	Brookfield, WI 53005	3,406.653	3,406.653	534.889	6.37	123	70%	548.00	548.00	-
Wauwatosa	Brookfield Public Library	12808 W Herndon Blvd	Brookfield, WI 53007	127.014	127.014	31.456	4.04	2	70%	6.00	6.00	-
Wauwatosa	DeForest Public Library	500 Geneva	DeForest, WI 53018	\$968.749	967.337	190.080	4.92	2,917	70%	10,240.00	10,240.00	-
Wauwatosa	East Troy Memorial Public Library	620 E Main Street	East Troy, WI 53119	321.636	320.636	37.213	8.62	1,747	70%	10,537.00	10,537.00	-
Wauwatosa	East Troy Memorial Public Library	13600 Lincoln Blvd	East Troy, WI 53122	613.133	613.133	93.477	6.88	43	70%	207.00	207.00	-
Wauwatosa	East Troy Public Library	110 E Park Ave	East Troy, WI 53029	767.029	756.263	219.263	3.45	1,236	70%	2,084.00	2,084.00	-
Wauwatosa	Harshbarger Public Library	W156 N48106 Pajunen Rd	Harshbarger, WI 53051	2,388.715	2,388.715	314.298	5.34	158	70%	705.00	705.00	-
Wauwatosa	Menomonee Falls Public Library	W156 N48106 Pajunen Rd	Menomonee Falls, WI 53051	1,314.418	1,314.418	216.295	5.34	434	70%	1,621.00	1,621.00	-
Wauwatosa	Menomonee Falls Public Library	5111 Division St	Menomonee Falls, WI 53109	1,491.248	1,491.248	250.479	5.82	34	70%	138.00	138.00	-
Wauwatosa	Muskego Community Library	573 W16663 Juncosville Rd	Muskego, WI 53151	1,458.444	1,458.444	679.00	4.67	195	70%	6,819.00	6,819.00	-
Wauwatosa	Muskego Public Library	16100 Lacey Ln	Muskego, WI 53151	\$1,822.034	1,822.034	360.472	7.35	109	70%	5,855.00	5,855.00	-
Wauwatosa	New Berlin Public Library	New Berlin, WI 53104	New Berlin, WI 53104	688.741	688.741	67.613	10.99	4	70%	5,855.00	5,855.00	-
Wauwatosa	North Liberty Library	W160W11429 Hwy VV	North Liberty, WI 53151	1,290.197	1,290.197	305.259	4.26	33	70%	99,091.00	99,091.00	-
Wauwatosa	Oneida Public Library	200 W South St	Oneida, WI 53072	1,393.043	1,393.043	261.935	5.31	915	70%	3,401.00	3,401.00	-
Wauwatosa	Oneida Public Library	210 Main St	Oneida, WI 53072	1,358.862	1,358.862	349.917	3.88	186	70%	506.00	506.00	-
Wauwatosa	Oneida Public Library	864 W21820 Main St	Oneida, WI 53089	1,358.892	1,358.892	349.917	3.88	186	70%	4,700.00	4,700.00	-
Wauwatosa	Oneida Public Library	321 Wisconsin Ave	Oneida, WI 53106-4105	4,618.716	4,618.716	820.356	5.57	1,271	70%	141,164.00	141,164.00	-
Wauwatosa	Totals							43,260				-

Jefferson County Library Service 2026 Payment Schedule
 Payments due to all libraries by March 1, 2026

Recipient	2026 Payment
Jefferson County Libraries	
Cambridge operational reimbursement	\$90,345
Dwight Foster/Fort Atkinson operational reimbursement	\$305,504
plus resource library payment	\$700
Dwight Foster Public Library total for two 2026 contracts	\$306,204
Jefferson Public Library	\$134,103
Johnson Creek Public Library	\$65,493
L.D. Fargo Public Library (Lake Mills)	\$124,207
Powers Memorial Library (Palmyra)	\$99,414
Karl Junginger Memorial Library (Waterloo)	\$33,865
Watertown Public Library	\$248,879
Irvin L. Young Memorial Library (Whitewater)	\$54,415
Total Jefferson County Total	\$1,156,924

Requests below are from adjacent counties for payments FROM Jefferson County

Adjacent County Libraries	
Dane County Libraries	2026 Payment
Black Earth Public Library	\$29.29
Deerfield Public Library	\$390.54
DeForest Area Public Library	\$23.82
Fitchburg Public Library	\$111.15
Madison Public Library	\$7,169.68
Marshall Community Library	\$3,548.59
E.D. Locke Public Library	\$649.46
Monona Public Library	\$37.51
Stoughton Public Library	\$446.42
Sun Prairie Public Library	\$1,658.33
Verona Public Library	\$103.99
Waunakee Public Library	\$12.10
Dane County Total	\$14,180.88

Dodge County Libraries	
Iron Ridge Public Library	\$276
Ted and Grace Bachuber Memorial Library	\$30
Beaver Dam Community Library	\$1,954
Dodge County Total	\$2,260

Rock County Libraries	
Beloit Public Library	\$122.57
Edgerton Public Library	\$3,087.05
Hedberg Public Library	\$709.67
Milton Public Library	\$3,178.18
Rock County Total	\$7,097.47

Walworth County	
Aram Public Library	\$559.21
East Troy Lions Public Library	\$19.71
Lake Geneva Public Library	\$70.34
Matheson Memorial Public Library	\$47
Walworth County Total	\$696.40

Waukesha County Libraries	
Big Bend Public Library	\$71
Brookfield Public Library	\$548
Butler Public Library	\$6
Delafield Public Library	\$10,249
Alice Baker Memorial Library (Eagle)	\$10,537
Elm Grove Public Library	\$207
Hartland Public Library	\$2,984
Menomonee Falls Public Library	\$705
Mukwonago Community Library	\$1,621
Muskego Public Library	\$138
New Berlin Public Library	\$679
Town Hall Library (North Lake)	\$5,655
Oconomowoc Public Library	\$99,097
Pewaukee Public Library	\$3,401
Pauline Haass Public Library (Sussex)	\$506
Waukesha Public Library	\$4,760
Waukesha County Total	\$141,164

Adjacent county library payments	\$165,398.75
Total payments to libraries	\$1,322,322.36
County Library Board Expenses	\$1,500
County Resource Library Expenses	See above
Total library budget 2026	\$1,323,822.36
(Note: This is an increase of \$25,505.36 or 1.96% from 2025 amount of \$1,298,317)	

2026 Budget Jefferson County Libraries Adjacent County Funding Net Position FINAL

Revenue										
Library	Dane	Dodge	Rock	Walworth	Waukesha	Other Co. Totals	Jefferson	Columbia	Sauk	Green Iowa
Cambridge	\$46,903	\$20	\$0	\$0	\$0	\$46,923	\$90,345	\$0	\$0	\$20
Fort	\$9,797	\$428	\$7,440	\$3,904	\$3,064	\$24,633	\$305,504			
Jefferson	\$316	\$1,252	\$96	\$62	\$4,458	\$6,184	\$134,103			
Johnson Creek	\$0	\$890	\$0	\$11	\$1,214	\$2,115	\$65,493			
Lake Mills	\$3,246	\$1,748	\$4	\$46	\$592	\$5,636	\$124,207			
Palmyra	\$0	\$108	\$20	\$12,775	\$4,523	\$17,426	\$99,414			
Waterloo	\$12,153	\$48,964	\$0	\$25	\$716	\$61,858	\$33,865			
Watertown	\$922	\$91,500	\$67	\$15	\$8,816	\$101,320	\$248,879			
Whitewater	\$2,449	\$0	\$46,292	\$101,272	\$2,217	\$152,230	\$54,415			
Totals	\$75,786	\$144,910	\$53,920	\$118,110	\$25,600	\$418,346	\$1,156,224			

Expenditures					
Counties	Dane	Dodge	Rock	Walworth	Waukesha
Jefferson County to pay libraries in adjacent counties	\$14,180.88	\$2,260	\$7,097.47	\$696.40	\$141,164
					\$165,398.75

Net Jefferson County Position	\$252,947
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Annual Average Net Position since 2015 \$216,304

2026 Budget Jefferson County Libraries Adjacent County Funding Net Position FINAL

Sum of Incoming Act 420 Payments

2015	\$	348,002
2016	\$	349,408
2017	\$	355,490
2018	\$	356,603
2019	\$	350,241
2020	\$	363,117
2021	\$	358,468
2022	\$	351,665
2023	\$	394,565
2024		\$402,392
2025		\$437,376
2026		\$418,346
Average		\$369,757

2026 Budget Jefferson County Libraries Adjacent County Funding Net Position FINAL

Net Position

2015	\$204,590.00
2016	\$203,869.00
2017	\$202,640.00
2018	\$199,718.99
2019	\$184,061.00
2020	\$196,937.00
2021	\$195,194.00
2022	\$201,962.92
2023	\$227,343.42
2024	\$243,948.41
2025	\$282,439.35
2026	\$252,946.94
Average	\$216,304.25

Assistant Director Report

Sarah French

August 2025

- We have to switch the location of curbside pickup services to the new library entrance starting August 18. Miron created signs to help direct patrons to the new entrance.
- Created a Quick Reference website for staff that includes information about local resources, community organizations, databases, trainings/continuing education, and more.
- Obtained quotes from several graphic design companies for the library's new logo. The local company, Kreative Solutions, does not offer a full logo redesign service. We have hired LimeGlow Design out of the Milwaukee area. They recently did the logo redesign for the Brookfield Public Library and were recommended by Bridges. Board members are welcome to fill out the logo design questionnaire (deadline: end of day August 19). LimeGlow Designs will provide 3 custom-illustrated ideas and we will share the logo design and mockups with the board for discussion. Within the project scope, there is the option to have 2 revised changes if needed (slight tweaks, not major changes).
- A local teacher borrowed some of the Thinking Money for Kids games (which we received from an ALA grant) and used them for summer school classes. They had 48 kids total in 4 classes.
- I am working with Dr. Courtney Powers at UW-Whitewater on two Community-Based Learning classes in the Fall 2025 semester. One class is Training & Development where students will conduct a needs assessment and then deliver staff training materials. The second class is Nonprofit Communication where students will conduct research about the Friends of the Library group and provide a report with a profile and recommendations. More about the CBL program can be found here: <https://www.uww.edu/ce/cbl>
- Diane and I are working on 6 month reviews with staff.
- Staff entered 72 books into the staff summer reading challenge!

Strategic Goals:

Strategic Goal 1 – *Continue to keep the public updated on the progress of the renovation.* Continued to update the website, social media, send out press releases, etc. about curbside pickup services and building project updates, including the renaming of the library.

Daily Union published a nice article: https://www.dailyunion.com/news/whitewater/bigger-better-whitewater-library-wrapping-up-expansion-renovation/article_cfd9fdbcb-b4e3-4be5-92d1-042b66769b44.html

Collection Development: I am beginning to select and order Nonfiction.

Programs and Outreach:

7/17: Savory Sounds – Beaded Bracelets (20)
7/17: For Teens – Sugar Cookie Creations (22)
7/18: Fun Fridays – Sunflower Craft (23)
7/21: Sing, Dance, Thrive with Noelle Larson (45)
7/23 & 7/30: Storytime cancelled due to rain
7/24: Savory Sounds – Bookmarks & Puzzles (19)
7/24: Summer Wellness – Yoga with Brienne (9)
7/25: Fun Fridays – Paper Bag Pinatas (6)
7/31: Summer Wellness – Guided Journaling (9)
8/1: Stories, S'mores & More (37)
Adult Summer Reading participants (17)

Upcoming Programs:

Monthly take & make craft kits for children and adults
9/4: The Success Mindset presentation with Denise Maple

Meetings:

7/16: Management meeting
7/18: Courtney Powers from UW-W
7/21: Budget meeting with Diane and Rachelle Blitch
7/21: Library Board meeting
7/23: Building project meeting (OAC)
7/23: Building project meeting (architect)
7/23: Management meeting
7/24: LimeGlow Design meeting (logo consultation)
7/28: Interviews for Programming & Makerspace Librarian position (2)
7/28: Building project meeting (sprinkler compliance)
7/29: Meeting with Diane (budget)

7/29: Meeting with Kreative Solutions (logo consultation)

7/30: Building project meeting (OAC)

7/30: Building project meeting (architect)

7/31: Interviews for Programming & Makerspace Librarian position (3)

8/1: Meeting with Daily Union reporter

8/1: Meeting with Diane and Jon

8/11: Meeting with Dr. Courtney Powers

Professional Development:

- Attended weekly Spanish language learning classes through the City of Whitewater
- Infosec Smishing training
- City of Whitewater Open Meetings training video

Youth Services Report

August 2025

Collection Management

Materials ordered	32
Books cataloged	39
Materials Weeded	13
Materials Reorganized	415

Programs/Services

Program Name	Participation
1000 Books before Kindergarten	2
Summer Reading Ages 0-18 Completed Logs	36
Reference Questions/Technology Assistance Provided	8

Marketing

Category	Quantity
Social media scheduled from LibraryAware	4
Flyers	4
Other social media posts created	4

Meetings and Trainings

7/16	Webinar: Serving Neurodivergent Library Patrons (and Staff)
7/16	Management Meeting
7/21	Infosec Training: SMishing
7/23	Webinar: What Do Young Children Think About: The Development of Inquiry and Invention
7/23	Management Meeting
7/28	Applicant Tour

Bridges Library System Staff Reports

August 2025

Brittany Larson – Library System Director

2026 Bridges Library System Budget

I attended the Waukesha County Executive budget review on July 30th and presented the preliminary budget approved by the Bridges Library System Board in July. The final version of the budget will be brought to the Board for consideration at the September Bridges Board meeting.

Jefferson County Library Service Board

I attended the Jefferson County Library Service Board on July 29th to present the 2026 Jefferson County Library budget request. It was approved.

2026 Jefferson County Library Budget

The budget approved by the Jefferson County Library Service Board was submitted to the Jefferson County Finance Director. Dwight Foster Public Library Director Minetta Lippert and I will meet with Jefferson County Administrator and Jefferson County Finance Director on August 13th to discuss the budget request. The Finance Committee Budget Hearing is scheduled for September.

System and Resource Library Administrator Association of Wisconsin (SRLAAW) and other meetings

I attended the quarterly meeting of this group. Staff from the DPI's Bureau of Libraries spoke about updates related to federal IMLS funding. The Speak Up for Libraries postcard campaign was also discussed. I also attended the WPLC State Delivery Workgroup and the WPLC Technology Steering Committee.

Waukesha County Planning Committee

The Waukesha County Act 150 Committee held their first meeting on August 12th at the Waukesha Public Library. I am serving as an advisory member and have spent the last few weeks developing presentations, gathering statistics with Mellanie, and developing infographics with Emily to help best create a foundation to move this committee forward.

Continuing Education

In order to get to know more staff from Waukesha County and accrue continuing education opportunities towards my state certification, I attended a Waukesha County training titled "Emotional Intelligence and Difficult Conversations" and "Strengthening Your Facilitation Skills to Engage Adult Learners".

Hoopla

The member libraries of Bridges made the decision to end their respective contracts with Hoopla this month. I helped coordinate the logistics of this for the libraries.

Trustee Training Week August 18th-21st

Designed specifically for public library boards, friends, and trustees in Wisconsin, Trustee Training Week contains four days of individual virtual learning sessions that run noon-1pm. Online sign up can be found at <https://www.wistrusteetraining.com/>.

Mellanie Mercier – Automation Coordinator & Assistant Director

Overdrive Collection

We started the lucky day collection in July 2024 with 180 copies of materials in which we had 1,346 lucky day circulations (521 from the state collection and 825 from the advantage lucky day). We now have just over 600 copies of materials in the lucky day collection with 3008 circulations. In January we began receiving the average hold wait times, for Bridges in January it was 62 days, and at the state it was 73.4 days. The average wait time is currently 78.96 days at the state level, and in Bridges the average wait time is 58.7 days.

Kelly Nelson – Coordinator of Library Development

Repair Café Research & Interest Group

At the end of June, I had the opportunity to attend the Fox Cities Repair Café at the Neenah Public Library. A Repair Café is a place where community members can come to get items repaired by volunteers who want to share their knowledge for free. These cafes focus on repairing items to keep them out of the trash, but they're also about building community and people helping one another. I attended with the intention of learning how the café is run and determining if this is something that could be brought to the libraries in the Bridges Library System. I have reached out to our libraries and have seen much interest so I will be holding the first Repair Café Interest Group at the end of August. I'm excited to see where this goes.

Journey21 Visit

Angela Meyers and I visited Journey21, a local organization dedicated to providing safe, supportive, and enriching living and learning opportunities for adults with intellectual or developmental disabilities. We hope to partner with this organization to provide a day of professional development for librarians in this area. It was a beneficial meeting, and we look forward to working with them in the future.

Upcoming Events

- **SEWI Directors Retreat, August 22nd** – Registration is now open for this day long event for SEWI Library Directors.
- **Bridges Repair Café Interest Group, August 28th**
- **SEWI Book Repair Workshops, September 23rd** – Two identical workshops will be offered to help SEWI staff learn book damage prevention tools and simple repairs.

Professional Development

I attended Strengthening Your Facilitation Skills to Engage Adult Learners, an in-person training provided by Waukesha County.

Angela Meyers – Coordinator of Youth and Inclusive Services

Youth Services

In July, I visited various libraries to evaluate performances and workshops organized by Bridges. These included:

- Canvas painting sessions facilitated by Set Apart Art
- Magic shows conducted by James the Magician
- Nerf Games hosted by Bryen Wenzel with Milwaukee Area Nerf Outings (MANO)

The Summer Celebration/Summer Library Program Wrap-Up is slated for August 13, 2025, at noon at the Johnson Creek Public Library. All library staff engaged in youth and teen services are strongly encouraged to participate.

I also met with the new children's librarians over at Town Hall Library and Hartland Public Library.

Inclusive Services

In partnership with Waukesha County's Purchasing Department, the Bridges Library System initiated an informal RFP

process to obtain bids for the redesign of the Library Memory Project's website. This site functions as the main access point for information and registration for memory cafes at 21 participating public libraries. In light of its 11-year-old architecture, the website will be revamped to meet modern web technologies as well as web accessibility regulations that will be enforced starting in 2026. Greenleaf Media submitted the lowest compliant and responsive bid. Work on the web site is set to begin this fall, pending agreement approval.

The Annual Fall Family Day for the Library Memory Project is coming up on Sunday, September 28 at Retzer Nature Center in Waukesha. [More information.](#)

Professional Development

The Financial Wellness Module & Eating Healthy Module have been completed as part of the Waukesha County Standards of Service Excellence (SOSE). I also tuned into a Niche Academy webinar titled *Meetings That Matter: Seven Steps to Running an Effective Meeting*.



Set Apart Art Canvas Painting at Powers Memorial Library in Palmyra (top left), James the Magician at Waukesha Public Library (top right), and Nerf Games at Brookfield Public Library (bottom center)

Beth Bechtel – Database Management Librarian

Library Visits and Meetings

In the last month I've had consultation visits with staff at three libraries. At Town Hall Library, catalogers and I completed their new use of item record collection codes. In Hartland we reviewed cataloging workflow and in Fort Atkinson we went over specific questions as the soon-retiring cataloger there plans for an incoming cataloger.

At the CAFÉ Catalogers virtual meetup this month we talked about cataloging board games, new subfields in MARC records, audience codes, and Sussex's new WhaZoodle devices. WhaZoodles are screen-free speakers loaded with audio geared toward children, including music, podcasts, games, and stories.

Elm Grove Public Library hosted our annual CAFÉ Serials group meetup. Eight of our member libraries use the Polaris serials module to track their periodical subscriptions. The group discussed an oddity with the list of expected magazine issues, how to handle special magazine issues such as "Holiday 2026," and reviewed how magazines display in Vega Discover.

Continuing Education

This month I attended the Cataloging Forum provided by the Innovative Users Group. This annual session is a great way to get information about cataloging solutions from other Polaris and Leap users. A hot topic this time was new cataloging functionality in Leap. I also attended the ALA webinar "Technical Services Training Top 10." While geared toward department managers, the session included tips useful for helping catalogers in Bridges libraries.

Emily Heller – Public Communications Coordinator

Update: "Speak Up for Libraries" Postcard Campaign

Bridges sent **1,458 Postcards** in Wave #2 to MCFLS for mailing on August 15 to reach legislators after their August recess. This brings Bridges to a **total of 4,357 postcards** sent to legislators for the campaign. I will share the state total once it is available.

Marketing Toolkits

I have shared out a variety of toolkits for library staff to use:

- Hoopla service update
- New Vega catalog
- Systemwide Events Calendar
- OverDrive's Check Out Your Library (COYL)



Statewide Marketing Cohort Stickers Collaboration

The orders have been placed for promotional stickers to support Library Card Sign-up Month in September! These will also be available in our outreach bins. There are 4 fun designs this year!



Update: Journey of Dragons: A Library Challenge

We have received 336 prize entry forms in July for a total of 609 entries so far!

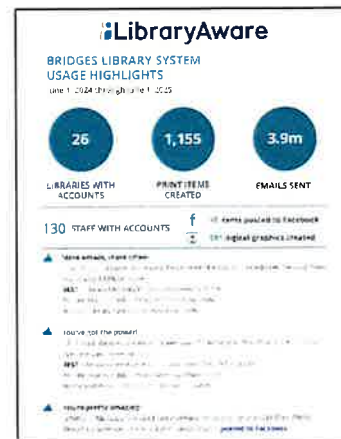
We are about 250 entries lower than the 2024 Library Treasure Adventure event at the same time.

LibraryAware Usage Report: June 1, 2024 - June 1, 2025

Our LibraryAware Engagement Consultant shared our usage highlights report. It showed some of the work going on across the system:

- 3.9 million emails sent
- 1,155 print items created
- 12 accounts are e-blast "power users" with 20,000 or more e-blasts over the past three months.

[Check out the report](#)



Community Outreach

- **Sat., Sept. 20th - Apple Harvest Festival**
Visit the Bridges outreach table at Retzer Nature Center's annual event. We will be promoting library card perks in "The Pines" activity area with interactive games and a photobooth. Waukesha Public Library will also be there to kick-off [Waukesha Reads](#) with their book giveaway.
[Event details](#)
- **Sat., Sept. 20th – Fri., Oct. 31st - Story Hike at Retzer Nature Center**
I am preparing the pages and promos for our partnership! Read *Fungi Grow* by Maria Gianferrari, with illustrations by Diana Sudyka, out on the Orange trail all fall!
[Event details](#)

In the News:

- Wisconsin libraries may have to drastically reduce services under new federal funding cuts: [Milwaukee Journal Sentinel Article](#)
- Libraries wage postcard campaign, attempt to save federal funding: [Fox 6 News Story](#)
- Libraries invite patrons to voice opinions on federal funding: [Freeman Article](#)
- Free cookie decorating class offered for teens: [Daily Union Article](#)
- Wisconsin Public Libraries Postcard Campaign: [WisPolitics Post](#)

- Federal funding for libraries threatened: [Watertown Daily Times Article](#)
- Wisconsin public libraries ask for public's help to speak up about federal funding: [WTMJ620 News](#)
- Postcard news from across the state:
 - o Speak up for Wisconsin public libraries with a postcard to your federal elected officials: [MSN Article](#)
 - o Local, State Library Directors Consider Future without Federal Funding: [Door County Pulse Article](#)
 - o Speak up for Wisconsin public libraries with a postcard to your federal elected officials: [WMTV 15 News Article](#)
 - o Public libraries in Wisconsin trying to save federal funding: [WSAW 7 News Article](#)
 - o Wisconsin libraries sending postcards to Congress: [WBAY 2 News Article](#)

[News Archives](#)

Newsletter Data: Industry standard/goal is 44% Open Rate

- Marketing Magic:
 - o August 8: 63.86% Open Rate
 - o July 18: 67.47% Open Rate
 - o July 3: 68.97% Open Rate
- Monthly Bridges:
 - o July 10: 49.82% Open Rate
 - o June 6: 52.19% Open Rate
- Monthly Legislators - July 24:
 - o Legislators: 22.22% Open Rate
 - o Staff: 39.53% Open Rate