



# ANNUAL REPORT 2021



**LACROSSE  
PUBLIC LIBRARY**

# LIBRARY LEADERSHIP

Shanneon Grant,  
Director

Dear stakeholders,

It is with great pride that I bring you our 2021 annual report. La Crosse Library continues to be fueled by creative, enthusiastic, innovative thinkers who are committed to breaking down barriers and serving our whole community with an emphasis on those who have been excluded in the past.

As you will see in this report, our interest in strengthening our community by creating an inclusive sense of place and environment allowed us to adapt and expand despite continuing challenges.

We launched new initiatives, reopened our branch locations, reached folks in our community we never had before, and reorganized staffing in the face of retirements and increasing community need.

Our accomplishments would never be possible without the support of our Library Board of Trustees, our champions among City Government, our amazing Friends of the Library, our Washburn Board, our outstanding staff, and our many generous donors. Each supported our goals and initiatives with enthusiasm.

I hope you enjoy learning more about the work we have done this past year and join us as we embrace new opportunities in the years to come!



*Shanneon Grant*

DIRECTOR,  
LA CROSSE PUBLIC LIBRARY

## Board of Trustees

Suzanne Anglehart  
President

Kathy Ivey  
Vice President

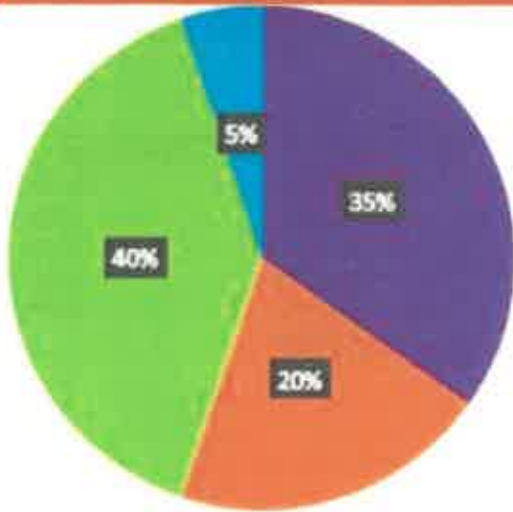
Araysa Sampson  
Secretary

Katie Bittner  
Jodi Ehrenberger  
Aaron Engel  
Shelley Hay  
Mac Kiel  
Bryan Morris

Evolve.  
Adapt.  
Thrive.



# BY THE NUMBERS



## Materials Shared

Adult Print Materials: 157,435  
Adult's AV: 92,846  
Children's Print Materials: 179,722  
Children's AV Materials : 23,340

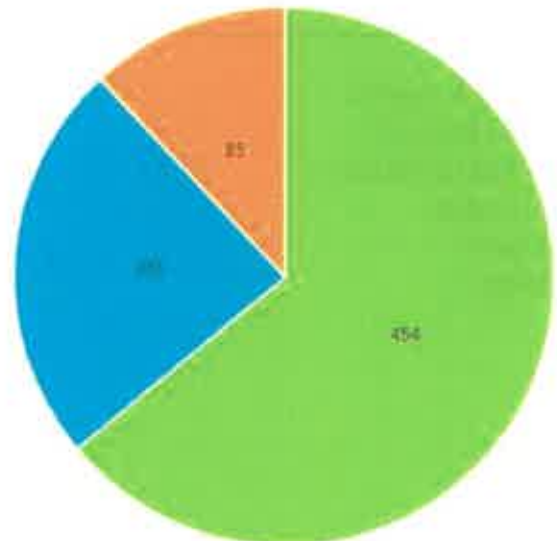


## Programs Delivered

In-House events and Activities: 454  
Outreach Events: 171  
Instructional Activities: 85



## Programs



In House Events   Outreach   Instruction

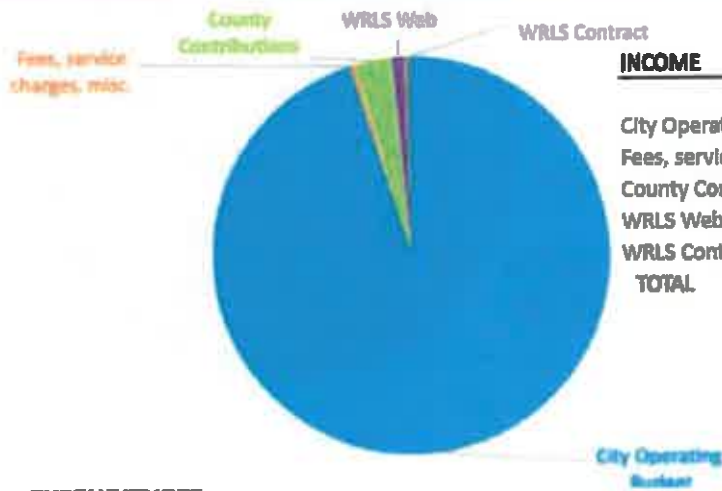


## Computer Use

Wi-Fi: 12,050 connections  
Public Computers: 20,443



# FISCAL RESPONSIBILITY

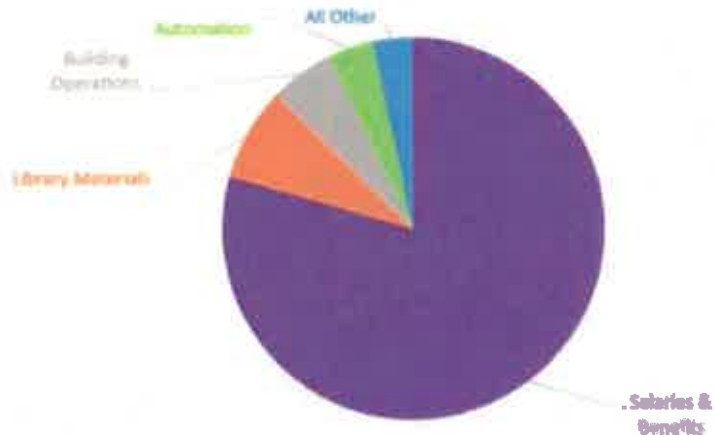


## INCOME

	Amount	% of Total Income
City Operating Budget	\$4,223,340	95.05%
Fees, service charges, misc.	\$15,341	0.35%
County Contributions	\$138,402	3.11%
WRLS Web	\$43,746	0.98%
WRLS Contract	\$22,654	0.51%
<b>TOTAL</b>	<b>\$4,443,483</b>	

## EXPENDITURES

	Amount	% of Total Expenditures
Salaries & Benefits	\$3,511,714	79.55%
Library Materials	\$347,036	7.86%
Building Operations	\$242,138	5.48%
Automation	\$168,709	3.82%
All Other	\$145,051	3.29%
<b>TOTAL</b>	<b>\$4,414,648</b>	



## CARYOVER

	Amount
Carryover into 2020	\$21,812
Carryover into 2021	\$123,687
<b>Carryover into 2022</b>	
Calculated Income	\$4,443,483
Calculated Expenditures	\$4,414,648
<b>Subtotal</b>	<b>\$28,835</b>
<b>TOTAL</b>	<b>\$174,334</b>

# ACCOMPLISHMENTS AND INITIATIVES

## ACCESS AND ENGAGEMENT

- Coordinated and developed original programming around the **Waking Up White Regional Read**
- Distributed more than 1,000 copies of the materials for community engagement
- Initiated a \$9,500 grant for the **Threads of Tradition** programming in partnership with Cia Slab and Hmoob-Cultural Center which is slated to begin in 2022
- Resumed overall in person and hybrid programming schedule for adults delivering more events than the previous two years combined



## ARCHIVES

- Complete the **Dark La Crosse Stories** series
- Launched year-long LGBTQ+ history programming
- Created a video highlighting Black history in the La Crosse community in partnership with the **Enduring Families Project**



## YOUTH SERVICES

- Developed early literacy programming for refugee children and families at Fort McCoy, serving thousands over the course of two months
- Installed the first **Storywalk** for the community at Chad Erickson Park
- Reinitiated in person programming and outreach for all children and teens



## CIRCULATION

- Designed logos and graphics work for library publications and partners including the monthly newsletter, Friends of the Library, and Library Sneakers
- Initiated a Little Free Pantry Fundraiser and managed donations, stocking, and inventory
- Assisted all departments in programming and outreach
- Offered staff training on a variety of internal needs




# ACCOMPLISHMENTS AND INITIATIVES



## HISTORY TOUR

### NORTH COMMUNITY LIBRARY

Built in 1942, the North Side Library was designed by Otto Merman nearly 20 years earlier in 1923. Before this building, the North Branch Library was a reading room in a storefront on Caledonia Street.




#### ARCHITECTURAL HIGHLIGHTS

The two-story brick Tudor Revival style library was designed with a bungalow appearance in mind to fit in with the surrounding residential neighborhood. The interior features the original "Old English" leaded glass windows, beams, window seats, and fireplace.

#### KEY ELEMENTS

- Steeply-pitched slate roof
- Projecting bay with brackets
- Oriel window
- Limestone trim entry and main





# STORIES



I can't wait to try out everything  
Payge taught me today!  
-Tech class attendee

"Mom! You'll never believe this! I  
just had the greatest day of my life.  
Library DAWN came to play with us  
today!"  
-Estelle, as reported by her mom



Anita the Archivist is  
extremely helpful, offering  
great research tips and  
being very responsive with  
research appointment  
requests

-John S.



Miss Brooke, you are my first  
American friend!  
-Afghan mother staying at  
Ft. McCoy

Why is it that you bring tears to  
my eyes when you offer help,  
every time I ask.

- Joe K.

The La Crosse Public Library has the greatest  
staff ever. They were instrumental as the  
perfect resource to start and grow my  
business.

-Kathy H.





# LA CROSSE PUBLIC LIBRARY



"The most important asset of any library goes home at night - the library staff." - Timothy Healy



**APPENDIX A  
STATE ANNUAL  
REPORT**







Wisconsin Department of Public Instruction  
**PUBLIC LIBRARY ANNUAL REPORT**  
 PI-2401 (Rev. 1-21)  
 S. 43.05(4) & 43.58(6)  
**FOR THE YEAR 2021**

**INSTRUCTIONS:** Complete and return two (2) signed copies of the form and attachments to the library system headquarters. Confirm with the library system if submitting electronic copies is preferred.

Board-approved, signed annual reports for 2021 are due to the DPI Division for Libraries and Technology no later than March 1, 2021.

I. GENERAL INFORMATION					
1. Name of Library La Crosse Public Library			2. Public Library System Winding Rivers Library System		
3a. Head Librarian First Name Shanneon	3b. Head Librarian Last Name Grant	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 08/31/2022	
6a. Street Address 800 Main St.	6b. Mailing Address or PO Box 800 Main St.	7. City / Village / Town La Crosse	8a. ZIP 54601	8b. ZIP4 4122	9. County La Crosse
10. Library Phone Number 6087897100	11. Fax Number (608)789-7106	12. Library E-mail Address of Director sgrant@lacrosselibrary.org			
13. Library Website URL www.lacrosselibrary.org		14. No. of Branches 2	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 1	
17. Does the library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is the library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 84,610	21. Did the library or a branch move to a new facility or expand an existing facility during the fiscal year? No		22. DUNS Number <i>Nine digits</i> 610452026		

HOURS OF OPERATION			
	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
19a. Winter Hours Open per Week	49	48	0
19b. Number of Winter Weeks	46	6	0
19c. Summer Hours Open per Week	0		
19d. Number of Summer Weeks	0		
19e. Total Weeks per Year	46	6	0
19f. Total Hours per year for this location	2,254	288	0

## COVID-19

Did the library provide the following services during the COVID-19 pandemic?

	Yes / No	Number of Interactions (if known)
1a. answering general information requests from the public (phone calls, emails, text messages, online forms, etc.)	Yes	
1b. providing reference service	Yes	
1bi. reference service provided via email	Yes	
1bii. reference service provided via chat	Yes	
1biii. reference service provided via text message	Yes	
1biv. reference service provided via telephone	Yes	
1bv. reference service provided via another method (e.g., online service or form)	No	
1bvi. describe "another method of reference service":		
1c. hosting virtual programming or recorded content	Yes	
1d. offering curbside pickup	Yes	
1e. offering drive-thru circulation of physical materials	No	
1f. offering vestibule/porch pickups	Yes	
1g. offering delivery of materials (mail or drop-off)	Yes	
1h. managing IT services for external Wi-Fi access	Yes	
1i. providing other types of online and electronic services	No	
1ii. describe "other services":		



**ELECTRONIC MATERIALS ADDED DUE TO COVID-19**

Did the library add or increase access to electronic collection materials due to the COVID-19 pandemic?

	Yes / No	Number Added (If known)
2a. increasing the concurrent or monthly borrowing limits for electronic materials purchased locally	No	
2b. increasing the concurrent or monthly borrowing limits for electronic materials purchased by the library system or consortia	No	
2c. increasing the number of electronic materials and holdings purchased locally	No	
2d. increasing the number of electronic materials and holdings purchased by the library system or consortia	Yes	
2e. augmenting the public's ability to use electronic materials in another way	No	
2f. describe "augmenting in another way":		

**PUBLIC SERVICES COVID-19**

Did the library add or increase access to electronic collection materials due to the COVID-19 pandemic?

	Yes / No
3. Electronic Library Cards Issued During COVID-19	Yes
4. External Wi-Fi Access Added During COVID-19	No
5. External Wi-Fi Access Increased During COVID-19	Yes
6. Staff Re-Assigned During COVID-19	No

**COVID-19 CLOSURES**

Initial date closed due to COVID-19

First date reopened following initial COVID-19 closure

Additional building closure and reopening dates, please describe

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<b>II. LIBRARY COLLECTION</b>		
	<b>a. Number Owned / Leased</b>	<b>b. Number Added</b>
<b>1. Books in Print <i>Non-periodical printed publications</i></b>	121,410	13,122
<b>2. Electronic Books <i>E-books</i></b>	1,687,201	
<b>3. Audio Materials</b>	18,399	1,323
<b>4. Electronic Audio Materials <i>Downloadable</i></b>	670,078	
<b>5. Video Materials</b>	21,000	2,236
<b>6. Electronic Video Materials <i>Downloadable</i></b>	18,386	
<b>7. Other Materials Owned</b>	0	
<b>8a. Electronic Collections <i>Locally owned or leased</i></b>	132	
<b>8b. Electronic Collections <i>Purchased by library system or consortia</i></b>	4,065	
<b>8c. Electronic Collections <i>Provided through BadgerLink</i></b>	63	
<b>9. Total Electronic Collections <i>Local, regional, and state</i></b>	4,260	
<b>10. Subscriptions <i>include periodicals and newspapers, exclude those in electronic format</i></b>	295	



**III. LIBRARY SERVICES**

<b>1. Circulation Transactions</b>		<b>b. Children's Materials</b>		<b>c. Circulation of Other Physical Items (subset of 1a.)</b>		
<b>a. Total Circulation</b>					-1	
450,571		185,913				
<b>2. Interlibrary Loans (ILL)</b>						
<b>Method for Counting ILL Transactions</b>						
<b>Categorized ILL Transactions</b>						
<b>Mode of ILL Transaction (Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)</b>		<b>Items Loaned to Other Libraries Provided to</b>		<b>Items Borrowed from Other Libraries Received from</b>		
<b>Integrated Library System (ILS)</b>		79,326		90,585		
<b>WISCAT</b>		1,963		2,267		
<b>Other (includes OCLC, manual tracking, or other methods)</b>						
<b>Total</b>		160,615		183,437		
<b>3. Number of Registered Users</b>			<b>4. Reference Transactions</b>		<b>5. Library Visits</b>	
<b>a. Resident</b>	<b>b. Nonresident</b>	<b>c. Total</b>	<b>a. Method</b>	<b>b. Annual Count</b>	<b>a. Method</b>	<b>b. Annual Count</b>
19,963	7,162	27,125	Actual Count	16,763	Actual Count	149,590
<b>6. Uses of Public Internet Computers</b>			<b>7. Uses of Public Wireless Internet</b>			
<b>a. Number of Public Use Computers</b>	<b>b. Number of Public Use Computers with Internet Access</b>		<b>c. Method</b>	<b>d. Annual Count</b>	<b>a. Method</b>	<b>b. Annual Count</b>
147	147		Actual Count	20,443	Actual Count	618,670
<b>8. Website Visits</b>	<b>9a. Local Electronic Collection Retrievals</b>	<b>9b. Other Electronic Collection Retrievals</b>	<b>9c. Statewide Electronic Collection Retrievals</b>		<b>9d. Total Electronic Collection Retrievals</b>	
-1	-1	2,343	-1			
<b>10. Uses of Electronic Materials by Library Users</b>						
<b>a. E-Books</b>	<b>b. E-Audio</b>	<b>c. E-Video</b>	<b>d. Total Uses of Electronic Materials</b>		<b>e. Uses of Children's Electronic Materials</b>	
45,376	41,705	36	87,117		7,194	

## LIBRARY PROGRAMS AND ATTENDANCE

11. Programs and Program Attendance Annual Count  
Method for Counting Number of Programs and Attendance

## Total Program and Attendance Statistics

	a. Children (0-11)	b. Young Adult (12-18)	c. Adult (19+)	d. General Interest (all ages)	e. Total
Number of Programs	276	52	341	42	711
Total Program Attendance	6,949	537	4,188	857	12,531
Describe the library's programs					

## In-person, Virtual, and Pre-recorded Program Statistics

	In-Person Programs and Program Attendance Annual Count		Virtual Programs and Program Attendance Annual Count		e. Total
	a. Children (0-11)	b. Young Adult (12-18)	c. Adult (19+)	d. General Interest (all ages)	
Number of Programs	215	52	275	42	584
Total Program Attendance	6,678	537	4,188	857	12,260
Describe the library's in-person programs:	Outreach events, book discussions, presenters, technology help, Storytimes, scavenger hunts, hikes, musical events, yoga				

## Live Views of Virtual Programs and Virtual Program Attendance Annual Count

	a. Children (0-11)	b. Young Adult (12-18)	c. Adult (19+)	d. General Interest (all ages)	e. Total
Number of Live Virtual Programs	61		66		127
Total Live Virtual Program Attendance	271				271
Total Views of Live Programs Recorded for Asynchronous Viewing	2,080		1,175		3,255
Which platforms does the library use to host the library's live, virtual programs:	Zoom, YouTube, and Facebook				
Describe the library's live, virtual programs:	Multiple Zoom discussions for adults, musical programming for young children, Storytimes, book clubs, etc.				

## Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count

	a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. Total
Number of Pre-recorded Programs	28	3	51	82
Total Pre-recorded Program Views	623	84	3,703	4,410
Which platforms does the library use to host the library's pre-recorded programs:				
Describe the library's pre-recorded programs:				



**IV. LIBRARY GOVERNANCE**

**Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies.**

First Name	Last Name	Street Address	City	ZIP+4	Email Address	
<b>PRESIDENT</b>						
1.	Suzanne	Anglehart	1654 Farnam St.	La Crosse	54601	sanglehart@uwlax.edu
2.	Araysa	Simpson	2640 29th St S	La Crosse	54601	bsbnjg@yahoo.com
3.	Katie	Bittner	1027 Charles St	La Crosse	54603	kljleigh@gmail.com
4.	Jodi	Ehrenberger	N4673 Timbercrest Dr E	Onalaska	54650	jehrenberger@couleebank.net
5.	Aaron	Engel	W25274 Quarterhorse Ln	Trempealeau	54661	aengel@lacrossesd.org
6.	Shelley	Hay	944 Milson Ct	La Crosse	54601	shay@uwlax.edu
7.	Kathy	Ivey	2001 Hyde Ave	La Crosse	54601	kathycivty@gmail.com
8.	Mac	Kiel	2137 Winnebago St	La Crosse	54601	kielm@cityoflacrosse.org
9.	Bryan	Morris	2218 Cass St	La Crosse	54601	bmorris@lacrossesd.org
10.						
11.						
12.						

**Number of Library Board Members**  
*Include vacancies in this count*

9







## X. STAFF

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

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

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
Director / Head Librarian	MLS (ALA)	\$99,486	40.00	Programs and Community Engagem	MLS (ALA)	\$65,416	40.00
Deputy Director	MLS (ALA)	\$86,902	40.00				
IT Manager	Other	\$68,099	40.00				
Business Manager	Other	\$59,488	40.00				
Facilities Manager	Other	\$78,020	40.00				
Collection Manager	MLS (ALA)	\$78,020	40.00				
Archives Manager	MLS (ALA)	\$78,020	40.00				
Circulation Manager	Librn. no-MLS	\$78,020	40.00				

b. Other Paid Staff See instructions

Position	Type of Staff	Total Annual Wages	Hours Worked per Week	Position	Type of Staff	Total Annual Wages	Hours Worked per Week
Librarian	MLS (ALA)	\$482,872	320.00	Senior IT Specialist	Other	\$52,665	40.00
Associate Librarian	Librn. no-MLS	\$289,644	224.00	Building Maintenance Supervisor	Other	\$48,547	40.00
Library Assistant	Other	\$719,813	650.00	Assistant Circulation Manager	MLS (ALA)	\$48,547	40.00
Custodian	Other	\$80,371	80.00	Executive Assistant Building Service	Other	\$53,393	40.00
Library Clerk	Other	\$63,960	80.00				

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian

b. All Other Paid Staff (FTE)  
Include maintenance, plant operations, and security

c. Total Library Staff (FTE)

Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a		
14.00	6.00	20.00	26.85	46.85

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

1. Of the total circulation reported for the library from Section III, Item 1, what was the total circulation to nonresidents  
*See instructions for definition of nonresident*

123,728

Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in Item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living In the Library's County	22,390	63,612	86,002
3. Circulation to Nonresidents Living In Another County In the Library System	6,359	23,744	30,103
4. Circulation to Nonresidents Living In an Adjacent County Not in the Library System	0	0	0

5. Circulation to All Other Wisconsin Residents 1,561	6. Circulation to Persons from Out of the State 6,062
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7. Are the answers to items 1 through 6 based on actual count or survey/sample?  Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wls. Stat. s. 43.17(11)(b)?  No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?
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9. Circulation to Nonresidents Living In an Adjacent County Who Do Not Have a Local Public Library

Name of County	Circulation	Name of County	Circulation
a. Monroe	1,458	f.	
b. Trempealeau	1,305	g.	
c. Jackson	1,136	h.	
d. Vernon	19,004	i.	
e.		j.	

**XII. TECHNOLOGY**

1. Does the library provide wireless Internet access?  Yes	2. Library type of Internet connection . <i>Mark all that apply</i> <input checked="" type="checkbox"/> a. State TEACH line <input checked="" type="checkbox"/> b. Other broadband connection <i>Local cable, telco, community network, etc.</i>	3. Library use of Internet filtering software or service <input type="checkbox"/> a. Yes, on all Internet workstations <input checked="" type="checkbox"/> b. Yes, on some Internet workstations <input type="checkbox"/> c. No filtering on any Internet workstation
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**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. Total
	Number of Self-directed Activities	7	0	50	57
	Total Self-directed Activity Participation	658			658

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

a. First Name Dawn	b. Last Name Wacek	c. Email Address dwacek@lacrosselibrary.org
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3. Name and email address of primary staff person who serves as the librarian for adults. *Only the primary person is displayed here.*

a. First Name Barry	b. Last Name McKnight	c. Email Address bmcknight@lacrosselibrary.org
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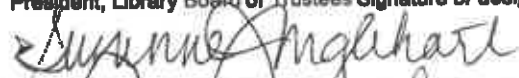

**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in *Wis. Stats.* A check (X) or a mark in the checkbox indicates compliance with the requirement.

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

**XV. CERTIFICATION**

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

President, Library Board of Trustees Signature or designee 	Name of President or Designee <i>Print or type</i> Suzanne Anglehart	Date Signed 2/17/2022
Library Director / Head Librarian Signature 	Name of Director / Head Librarian <i>Print or type</i> Shannon Grant	Date Signed 2/17/2022



**STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS**

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

County

La Crosse

The La Crosse Public Library  
*Name of Public Library*

Board of Trustees hereby states that in 2021 the

Winding Rivers Library System  
*Name of Public Library System / Service*

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

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

*Indicate with an X one of the above two statements.*

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

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

**CERTIFICATION**

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

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

President, Library Board of Trustees Signature or designee

Name of President or Designee *Print or type*

Date Signed

➤ 

Suzanne Anglehart

2/7/2022

**COMMENTS**

**SECTION II**

**8b. Other Electronic Collections (purchased by library system or consortia)**

eMagazines added here, per DPL-2022-02-15

**9. Total Electronic Collections (local, system, and statewide)**

eMagazines added here, per DPL-2022-02-15



**DO NOT FILE WITH DPI**

**I. GENERAL INFORMATION**

1. Name of Parent Library

2. Legal Name of Branch

North Community Branch

3. Branch Email Address

sgrant@lacrosselibrary.org

4. Salutation

Ms.

5. Branch Head First Name

Shanneon

6. Branch Head Last Name

Grant

**II. ADDRESS**

1. Branch Street Address

1552 Kane St.

2. Branch Mailing Address or PO Box

1552 Kane St.

3. City / Village / Town

La Crosse

4a. ZIP Code

54603

4b. ZIP4

2229

5. County

La Crosse

**III. BRANCH INFORMATION**

1. Branch Phone Number Area/No.

(608) 789-7102

4. Branch Square Footage

6,160

**IV. HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	12	0	0
Number of Winter Weeks	25	0	27
Summer Hours open per week	0	0	0
Number of Summer Weeks	0	0	0

**V. PUBLIC SERVICES DURING COVID-19**

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input checked="" type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

**VI. COVID-19 DATES**

Initial date closed due to COVID-19

First date reopened following initial COVID-19 closure  
 \*-1" if branch still not open to the public

Additional building closure and reopening dates, please describe:





# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

La Crosse Public Library

3. Branch Email Address

sgrant@lacrosselibrary.org

4. Salutation

Ms.

5. Branch Head First Name

Shannon

6. Branch Head Last Name

Grant

## II. ADDRESS

1. Branch Street Address

800 Main St.

2. Branch Mailing Address or PO Box

800 Main St.

3. City / Village / Town

La Crosse

4a. ZIP Code

54601

4b. ZIP4

4122

5. County

La Crosse

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(608) 789-7100

4. Branch Square Footage

84,610

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	49	48	0
Number of Winter Weeks	46	6	0
Summer Hours open per week	0	0	0
Number of Summer Weeks	0	0	0

## V. PUBLIC SERVICES DURING COVID-19

<input checked="" type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input checked="" type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input checked="" type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

## VI. COVID-19 DATES

Initial date closed due to COVID-19

First date reopened following initial COVID-19 closure  
 \*-1\* if branch still not open to the public

Additional building closure and reopening dates, please describe:



**DO NOT FILE WITH DPI**

**I. GENERAL INFORMATION**

1. Name of Parent Library

2. Legal Name of Branch South Community Branch		3. Branch Email Address sgrant@lacrosselibrary.org
4. Salutation Ms.	5. Branch Head First Name Shamcon	6. Branch Head Last Name Grant

**II. ADDRESS**

1. Branch Street Address 1307 16th St. S.		2. Branch Mailing Address or PO Box 1307 16th St. S.		
3. City / Village / Town La Crosse		4a. ZIP Code 54601	4b. ZIP4 5799	5. County La Crosse

**III. BRANCH INFORMATION**

1. Branch Phone Number Area/No. (608) 789-7103	4. Branch Square Footage 7,200
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**IV. HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	12	0	0
Number of Winter Weeks	25	0	27
Summer Hours open per week	0	0	0
Number of Summer Weeks	0	0	0

**V. PUBLIC SERVICES DURING COVID-19**

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input checked="" type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

**VI. COVID-19 DATES**

Initial date closed due to COVID-19	First date reopened following initial COVID-19 closure *-1" if branch still not open to the public
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Additional building closure and reopening dates, please describe:



**APPENDIX B  
FINANCIAL  
INFORMATION  
2021**

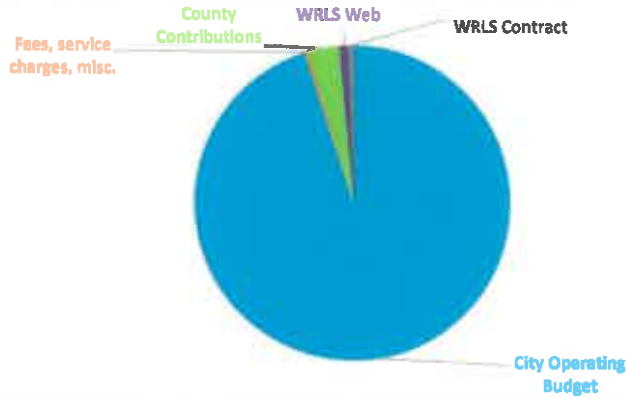




**FINANCIAL INFORMATION 2021  
CITY OPERATING BUDGET**

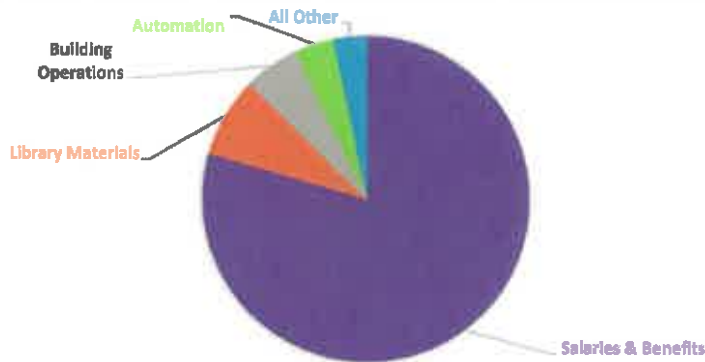
**INCOME**

	<b>Amount</b>	<b>% of Total Income</b>
City Operating Budget	\$4,223,340	95.05%
Fees, service charges, misc.	\$15,341	0.35%
County Contributions	\$138,402	3.11%
WRLS Web	\$43,746	0.98%
WRLS Contract	\$22,654	0.51%
<b>TOTAL</b>	<b>\$4,443,483</b>	



**EXPENDITURES**

	<b>Amount</b>	<b>% of Total Expenditures</b>
Salaries & Benefits	\$3,511,714	79.55%
Library Materials	\$347,036	7.86%
Building Operations	\$242,138	5.48%
Automation	\$168,709	3.82%
All Other	\$145,051	3.29%
<b>TOTAL</b>	<b>\$4,414,648</b>	



**CARYOVER**

	<b>Amount</b>
Carryover into 2020	\$21,812
Carryover into 2021	\$123,687
<b>Carryover into 2022</b>	
Calculated income	\$4,443,483
Calculated Expenditures	\$4,414,648
<b>Subtotal</b>	<b>\$28,835</b>
<b>TOTAL</b>	<b>\$174,334</b>



**FINANCIAL INFORMATION 2021  
SPECIAL TRUSTEES FUND**

**YEAR-TO-DATE**

---

	<b>Amount</b>
Beginning Market Value	\$1,026,955.39
Contributions	\$86,512.42
Income	\$29,010.09
Disbursements	-\$24,829.35
Realized Gain/Loss	\$10,631.04
Change in Market Value	<u>-\$31,207.12</u>
<b>ENDING MARKET VALUE</b>	<b>\$1,097,072.47</b>





**FINANCIAL INFORMATION 2021**  
**SPECIAL IN-HOUSE CHECKING ACCOUNT**

**INCOME**

	Amount	% of Total Income
Copiers and Printers (1400)	\$7,641.65	3.55%
Gifts (3400)	\$187,891.07	87.33%
Credit Card Receipts (4400)	\$19,628.89	9.12%
<b>TOTAL</b>	<b>\$215,161.61</b>	

**EXPENDITURES**

	Amount	% of Total Income
Copiers and Printers (1400)	\$2,623.77	1.20%
Gifts (3400)	\$208,808.14	95.28%
Credit Card Receipts (4400)	\$7,726.91	3.53%
<b>TOTAL</b>	<b>\$219,158.82</b>	

**BALANCE**

	Amount
Balance 12/31/2020	\$275,872.89
Total Income	\$215,161.61
Total Expenditures	-\$219,158.82
<b>BALANCE 12/31/2021</b>	<b>\$271,875.68</b>



**APPENDIX C  
FINAL  
SUMMARY  
REPORT  
2021**



**LA CROSSE PUBLIC LIBRARY  
SUMMARY REPORT - 13th month 2021**

	<b>Current Period</b>	<b>Year-to-Date</b>	<b>Percent of Budgeted Amount</b>
<b>DISBURSEMENTS:</b>			
City Operating Budget	\$307,286	\$4,414,648	99.43%
In-House Checking	<u>\$56,450</u>	<u>\$219,159</u>	
<b>TOTAL DISBURSEMENTS:</b>	<b>\$363,736</b>	<b>\$4,633,807</b>	
<b>RECEIPTS:</b>			
Misc. Income	\$43,746	\$197,489	101.85%
WRLS Contract	\$0	\$22,654	100.00%
In-House Checking	<u>\$77,619</u>	<u>\$215,162</u>	
<b>TOTAL RECEIPTS:</b>	<b>\$121,365</b>	<b>\$435,305</b>	

100% of the year has elapsed





**ITEM 2**

**13th month 2021 RECEIPTS DEPOSITED THROUGH CITY HALL**

	<b>Current Month Income</b>	<b>Year-to-Date Income</b>	<b>Budgeted Amount</b>	<b>% of Estimated Income for 2021</b>
<b>Over/Short</b>		<b>\$0.00</b>		
<b>Service Fees</b>		<b>\$1,888.19</b>		
<b>Damage to City Property</b>		<b>\$5,378.91</b>	<b>\$4,000.00</b>	<b>134.42%</b>
<b>Out of State Registration</b>		<b>\$1,708.70</b>	<b>\$2,500.00</b>	<b>68.27%</b>
<b>Misc. Fees and Fines</b>		<b>\$1,065.11</b>	<b>\$1,300.00</b>	<b>81.93%</b>
<b>County Contributions</b>		<b>\$138,402.00</b>	<b>\$138,400.00</b>	<b>100.00%</b>
<b>Pcard rebates</b>		<b>\$5,304.42</b>	<b>\$5,000.00</b>	<b>106.09%</b>
<b>Restitution</b>				
<b>Transfer from Carryover</b>				
<b>WRLSWEB</b>	<b>\$43,746.00</b>	<b>\$43,746.00</b>	<b>\$42,702.00</b>	<b>102.44%</b>
<b>Subtotal Misc. Income</b>	<b>\$43,746.00</b>	<b>\$197,489.33</b>	<b>\$193,902.00</b>	<b>101.85%</b>
<b>Income From WRLS Contract</b>	<b>\$0.00</b>	<b>\$22,654.00</b>	<b>\$22,654.00</b>	<b>100.00%</b>
<b>TOTAL INCOME</b>	<b>\$43,746.00</b>	<b>\$220,143.33</b>	<b>\$216,556.00</b>	<b>101.66%</b>
<b>Revised City Allocation</b>			<b>\$4,223,340.00</b>	
<b>Total Budgeted Income</b>			<b>\$4,439,896.00</b>	
<b>ACTUAL INCOME</b>		<b>\$4,443,483.33</b>		



## CITY OPERATING BUDGET REPORT

13th month 2021

	REVISED Budgeted Amount 2021	Current Period Expended	Year-to- Date Expended	% of Total Budget Expended	BALANCE
<b>General Administration</b>					
Salaries	\$1,558,418	\$167,338	\$1,626,327	104.36%	(\$67,909)
Cell phone reimbursement		\$91	\$1,779		(\$1,779)
Unemployment			\$1,147		(\$1,147)
Health Insurance	\$316,468		\$316,468	100.00%	\$0
Life Insurance	\$8,707		\$7,299	83.83%	\$1,408
Social Security/Medicare	\$116,794	\$4,552	\$184,341	157.83%	(\$67,547)
Wisconsin Retirement System	\$102,513	\$7,898	\$91,737	89.49%	\$10,776
Other Benefits		\$37	\$3,383		(\$3,383)
Car Allowance/Mileage	\$1,600		\$335	20.92%	\$1,265
Software Vendor Services			\$7,371		(\$7,371)
Contract Services	\$10,000	\$76	\$12,925	129.25%	(\$2,925)
Travel Expenses	\$6,500		\$3,609	55.53%	\$2,891
Conferences	\$12,000	\$150	\$4,993	41.61%	\$7,007
Telephone Expenses	\$23,000	\$73	\$24,747	107.60%	(\$1,747)
Electricity	\$115,000	\$6,228	\$93,730	81.50%	\$21,270
Water	\$4,635	\$1,168	\$3,954	85.31%	\$681
Natural Gas	\$36,500	\$9,348	\$63,793	179.70%	(\$28,293)
Sewer	\$2,500	\$1,371	\$4,170	166.79%	(\$1,670)
Storm Water	\$2,500	\$403	\$1,974	78.94%	\$526
Office Supplies	\$18,500	\$113	\$17,976	97.17%	\$524
Prgm...(WRLSWEB)	\$52,607		\$52,607	100.00%	(\$0)
Operating (COVID) Supplies			\$1,533		(\$1,533)
Gasoline	\$400		\$588	147.05%	(\$188)
Postage	\$5,000		\$3,710	74.20%	\$1,290
Printing	\$1,200		\$156	12.98%	\$1,044
Memberships & Subscriptions	\$3,000		\$1,804	60.13%	\$1,196
Computer Equipment under \$5,000			\$48,502		(\$48,502)
Computer Software	\$166,560		\$71,866	43.15%	\$94,694
R&M Buildings	\$25,130	\$2,028	\$22,339	88.89%	\$2,791
R&M Grounds	\$50,550	\$8,784	\$43,222	85.50%	\$7,328
R&M Equipment Repair	\$6,500		\$1,689	25.98%	\$4,811
Miscellaneous	\$3,000	\$20	\$2,048	68.26%	\$952
Building Improvements	\$10,000		\$7,267	72.67%	\$2,733
Office Equipment			\$40,970		(\$40,970)
<b>Sub Totals</b>	<b>\$2,658,582</b>	<b>\$209,673</b>	<b>\$2,770,359</b>	<b>104.20%</b>	<b>(\$111,777)</b>
<b>Archives</b>					
Salaries	\$180,185	\$16,843	\$185,106	102.73%	(\$4,911)
Health Insurance	\$40,229		\$40,229	100.00%	\$0
Life Insurance	\$1,081		\$0	0.00%	\$1,081
Social Security/Medicare	\$13,785		\$1,025	7.43%	\$12,760
Wisconsin Retirement System	\$12,163	\$961	\$11,045	90.81%	\$1,118
Books and Publications	\$3,300		\$3,295	99.84%	\$5
<b>Sub Totals</b>	<b>\$250,753</b>	<b>\$17,804</b>	<b>\$240,699</b>	<b>95.99%</b>	<b>\$10,054</b>





	Budgeted Amount 2021	Current Period Expended	Year-to- Date Expended	% of Total Budget Expended	BALANCE
<b>Circulation</b>					
<b>Salaries</b>	\$593,215	\$48,001	\$581,589	98.04%	\$11,626
Cell phone reimbursement		\$18	\$485		(\$485)
Health Insurance	\$67,048		\$67,048	100.00%	\$0
Life Insurance	\$1,608		\$0	0.00%	\$1,608
<b>Social Security/Medicare</b>	\$45,381		\$3,453	7.61%	\$41,928
<b>Wisconsin Retirement System</b>	\$34,930	\$2,495	\$28,598	81.87%	\$6,332
Office Supplies	\$20,000	\$818	\$16,417	82.08%	\$3,583
Books and Publications	\$323,200	\$6,046	\$321,566	99.49%	\$1,634
Memberships/Subscriptions (electronic resourc)	\$22,000		\$22,000	100.00%	\$0
<b>Sub Totals</b>	<b>\$1,107,382</b>	<b>\$57,377</b>	<b>\$1,041,166</b>	<b>94.02%</b>	<b>\$66,226</b>
<b>Programs</b>					
<b>Salaries</b>	\$300,145	\$21,133	\$272,721	90.86%	\$27,424
Cell phone reimbursement		\$4	\$104		(\$104)
Health Insurance	\$72,412		\$72,412	100.00%	\$0
Life Insurance	\$1,801		\$0	0.00%	\$1,801
<b>Social Security/Medicare</b>	\$22,961		\$1,681	7.32%	\$21,280
<b>Wisconsin Retirement System</b>	\$20,260	\$1,295	\$13,402	66.15%	\$6,858
Postage			\$372		(\$372)
Program Supplies	\$5,000		\$1,567	31.34%	\$3,433
Resource Materials			\$175		(\$175)
Gasoline	\$600		\$0	0.00%	\$600
<b>Sub Totals</b>	<b>\$423,179</b>	<b>\$22,432</b>	<b>\$382,434</b>	<b>85.65%</b>	<b>\$60,745</b>
<b>TOTAL BUDGET</b>	<b>\$4,439,898</b>	<b>\$307,286</b>	<b>\$4,414,648</b>	<b>99.43%</b>	<b>\$25,248</b>
<b>Carryover into 2022</b>					
<b>Actual Income</b>	<b>\$4,443,483</b>				
<b>Year-To-Date Expended</b>	<b>\$4,414,648</b>				
<b>Total Carryover:</b>	<b>\$28,835</b>				



**DETAIL - CITY OPERATING BUDGET  
13th Month 2021**

**GENERAL LIBRARY ADMINISTRATION**

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**CONTRACTUAL SERVICES - 1004010-520110**

Loffler	\$50.29	Monthly copier maintenance
Total	<u>\$50.29</u>	

**EMPLOYEE BENEFITS - 1004010 - 511050**

Gundersen Health System	\$37.00	Preplacement drug screen
Total	<u>\$37.00</u>	

**MISCELLANEOUS - 1004010-550000**

Cashton Public Library	\$12.00	Replacement fee for lost / damaged items
La Crosse County Library	\$7.98	Replacement fee for lost / damaged items
Total	<u>\$19.98</u>	

**R & M BUILDINGS - 1004010-540000**

Automatic Entrances of Wisconsin	\$588.50	Replace motion sensor in south doors
Chemtex	\$1,166.05	Cooling treatment
Total	<u>\$1,754.55</u>	

**R & M GROUNDS - 1004010-540050**

Bahr Electric	\$3,685.00	Ceiling fans at NCL and SCL
JD Landscaping	\$490.00	Snow plowing - December
Johnson Controls	\$4,608.77	Annual service contract 3/17/21 - 12/31/21
Total	<u>\$8,783.77</u>	

**TELEPHONE - 1004010-521101**

Century Link	\$72.79	Monthly phone charges for nonVOIP lines
Total	<u>\$72.79</u>	

