



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 1-18)
 S. 43.05(4) & 43.58(6)
FOR THE YEAR 2017

INSTRUCTIONS: Complete and return two (2) original signed copies of the form and attachments to your system headquarters.

Board-approved, signed annual reports for 2017 are due to the DPI Division for Libraries and Technology no later than March 1, 2018.

I. GENERAL INFORMATION					
1. Name of Library La Crosse Public Library		2. Public Library System Winding Rivers Library System			
3a. Head Librarian First Name Kelly	3b. Head Librarian Last Name Krieg-Sigman	4a. Certification Grade Gr 1	4b. Certification Type Regular	5. Certification Expiration Date 12/31/2018	
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 (608)789-7100	11. Fax Number (608)789-7106	12. Library E-mail Address of Director kelly@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 your 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 your library such a joint library legally established under Wis. Stat. s. 43.53? No				
19a. Winter Hours Open per Week 65	19b. Number of Winter Weeks 39	19c. Summer Hours Open per Week 65	19d. Number of Summer Weeks 13		
20. Square Footage of Public Library 84,610	21. Did your 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		
II. LIBRARY COLLECTION					
		a. Number Owned / Leased		b. Number Added	
1. Books in Print <i>Non-periodical printed publications</i>		139,564		14,400	
2. Electronic Books <i>E-books</i>		227,516			
3. Audio Materials		23,428		2,291	
4. Electronic Audio Materials <i>Downloadable</i>		333,498			
5. Video Materials		21,319		3,215	
6. Electronic Video Materials <i>Downloadable</i>		76,260			
7. Other Materials Owned <i>Describe</i> Microforms		378			
8. Electronic Collections <i>Locally Owned or Leased</i>		18			
9. Total Electronic Collections <i>Local, regional, and state</i>		64			
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>		301			

III. LIBRARY SERVICES

1. Circulation Transactions			2. Interlibrary Loans			
a. Total Circulation 825,875		b. Children's Materials 306,761	a. Items Loaned Provided to 121,884		b. Items Received Received from 89,346	
3. Number of Registered Users			4. Reference Transactions		5. Library Visits	
a. Resident 46,478	b. Nonresident 23,271	c. TOTAL 69,749	a. Method Survey Week(s)	b. Annual Count 62,192	a. Method Actual Count	b. Annual Count 484,320
6. Uses of Public Internet Computers		7. Uses of Public Wireless Internet		8a. Local Electronic Collection Retrievals		8b. Total Electronic Collection Retrievals
a. Method Actual Count	b. Annual Count 75,064	a. Method Router Count	b. Annual Count 44,628	227,870		
9. Uses of Electronic Materials by Users of Your Library						
a. E-Books 36,007	b. E-Audio 26,566	c. E-Video 1,945	d. Total Uses of Electronic Materials 64,518		e. Uses of Children's Electronic Materials 3,335	
10. Programs and Program Attendance Annual Count					11. Number of Public Use Computers	
	a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL	a. Total	b. Internet Access
Number of Programs	657	88	508	1,253	115	113
Total Attendance	23,400	3,056	22,649	49,105		

IV. LIBRARY GOVERNANCE

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

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Beverly	Ruston	408 9th St. North	La Crosse	54601	bevruston@gmail.com
2. Suzanne	Anglehart	16554 Farnam St.	La Crosse	54601	sanglehart@uwlax.edu
3. Araysa	Simpson	1545 Travis St.	La Crosse	54601	bsbnjg@yahoo.com
4. Sara	Sullivan	608 16th Street South	La Crosse	54601	cronemom29@gmail.com
5. Jodi	Ehrenberger	127 23rd St. South	La Crosse	54601	jehrenberger@couleebank.net
6. Judy	Bouffleur	2575 Edgewood Place	La Crosse	54601	jdbouffleur@gmail.com
7. Katie	Bittner	1027 Charles St.	La Crosse	54603	kljleigh@gmail.com
8. Gary	Padesky	825 20th St. South	La Crosse	54601	padeskyg@cityoflacrosse.org
9. Catherine	Ellingson	713 Charles St.	La Crosse	54603	cellings@lacrossesd.org
10.					
11.					
12.					

No. of Library Board Members
Include vacancies in this count
9

V. LIBRARY OPERATING REVENUE

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

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

Municipality Type	Name	Amount
City	La Crosse	\$4,539,038
Subtotal 1		\$4,539,038

2. County

a. Home County Appropriation for Library Service

Subtotal 2a

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Jackson	\$9,303		
Monroe	\$27,207		
Trempealeau	\$20,212		
Vernon	\$158,568		
Subtotal 2b			\$215,290

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
Winding Rivers Library system	\$30,344		
b. Funds Carried Forward from Previous Year		c. Other State Funded Program	
Subtotal 3		\$30,344	

4. Federal Funds *Name of program—for LSTA grant awards, grant number and project title*

Program or Project	Amount
	\$0
Subtotal 4	

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

Name	Amount	Name	Amount
WRLSWEB	\$119,704		
Subtotal 5		\$119,704	

6. Funds Carried Forward <i>Do not include state aid. Report state funds in 3b above.</i> \$139,107	7. All Other Operating Income \$59,917	8. Total Operating Income <i>Add 1 through 7</i> \$5,103,400	9. What is the 2018 annual appropriation provided by your governing body/bodies for your public library? \$4,625,830	10. Was your library's municipality exempt from the county library tax for 2017? <i>Wis. Stat. s. 43.64(2)</i> Yes
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VI. LIBRARY OPERATING EXPENDITURES

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages <i>Include maintenance, security, plant operations</i>		2. Employee Benefits <i>Include maintenance, security, plant operations</i>		
\$2,842,359		\$1,084,275		
3. Library Collection Expenditures				
a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials	e. Subtotal 3
\$201,561	\$74,805	\$78,907		\$355,273
4. Contracts for Services <i>Include contracts with other libraries, municipalities, and library systems here. Include service provider.</i>				
Provider		Amount		Provider
WRLSWEB		\$78,915		
				Subtotal 4
				\$78,915
5. Other Operating Expenditures				\$609,868
6. Total Operating Expenditures <i>Add 1 through 5</i>				\$4,970,690
7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?				\$0

VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT

1. Capital Income and Expenditures by Source of Income.
Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal			
b. State			
c. Municipal	Fire panel	\$10,000	\$10,000
d. County			
e. Other			
2. Debt Retirement	3. Rent Paid to Municipality/County	Total Revenue	Total Expenditure
		\$10,000	\$10,000

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

IX. TRUST FUNDS

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. *Wis. Stat. s. 43.58(6)(a)*

1. Total Amount of Other Funds at End of Year
 \$184,441

1. Total Amount of Trust Funds Held by the Library Board at End of Year
 \$1,137,919

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)	\$108,451	40.00	Collection Mgmt. Mgr.	MLS (ALA)	\$74,256	40.00
Adult Public Svc. Mgr.	MLS (ALA)	\$74,256	40.00	IT Manager	Other	\$88,525	40.00
Business Mgr.	Other	\$72,259	40.00				
Archivist Manager	MLS (ALA)	\$68,453	40.00				
Bldg. Mtce. Coord.	Other	\$72,259	40.00				
Circulation Manager	Other	\$66,622	40.00				
Youth Services Mgr.	MLS (ALA)	\$72,259	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
Library Clerk	Other	\$114,975	215.00	Librarian	Librn. no-MLS	\$338,562	200.00
Library Assistant	Other	\$488,900	473.00	Executive Assutant	Other	\$45,594	40.00
Associate Librarian	Librn. no-MLS	\$259,818	240.00	Senior IT	Other	\$57,408	40.00
Associate Librarian	MLS (ALA)	\$83,291	80.00	Maintenance	Other	\$127,764	140.00
Librarian	MLS (ALA)	\$417,903	208.00	Marketing, Volunteer, Sr. Program	Other	\$100,395	85.00

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

Master's Degree from an ALA Accredited Program (FTE)

14.65

Other Persons Holding the Title of Librarian (FTE)

12.73

Subtotal 2a

27.38

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

29.11

c. Total Library Staff (FTE)

56.49

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for your library from Section III, item 1, what was the total circulation to nonresidents *See instructions for definition of nonresident*
 269,094

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 Your County	179,007	0	179,007
3. Circulation to Nonresidents Living in Another County in Your System	26,365	48,593	74,958
4. Circulation to Nonresidents Living in an Adjacent County Not in Your System	0		0

5. Circulation to All Other Wisconsin Residents 3,844	6. Circulation to Persons from Out of the State 11,285
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7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does your library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, do you 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. Jackson	2,384	f.	
b. Monroe	6,107	g.	
c. Trempealeau	5,523	h.	
d. Vernon	33,334	i.	
e.		j.	

XII. TECHNOLOGY

1. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. What type of Internet connection do you have? <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. Does your library use any type 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	4. Does your library use door counters? Yes
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XIII. LITERACY OFFERINGS AND DROP-IN ACTIVITIES

1. Literacy Offerings <i>Umbrella events that include programs and/or drop-in activities planned for a limited duration which specifically encourage individuals involved to read or build literacy skills in a focused way.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Summer Literacy Offerings	1	1		2
	Total Unduplicated Individuals Involved	1,042	109		1,151
	Number of Other Literacy Offerings	5			5
	Total Unduplicated Individuals Involved	381			381
2. Drop-in Activities <i>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.</i>		a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Drop-in Activities	50	27	78	155
	Total Drop-in Activity Participation	2,326	649	2,995	5,970

3. 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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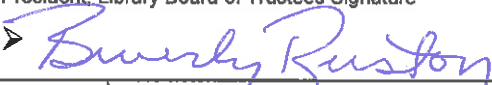

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

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)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your 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	Name of President <i>Print or type</i>	Date Signed
	Beverly Ruston	02/14/18
Library Director / Head Librarian Signature	Name of Director / Head Librarian <i>Print or type</i>	Date Signed
	Kelly KRIEG-SIGMAN	02/14/18