

**Monday - June 15, 2026**

**Hortonville Public Library Board of Trustees Meeting Agenda**

**5:00pm** – Convenes in Municipal Services Center- Community Room- 531 N. Nash St. Hortonville, WI

- I. Call to order by presiding officer
- II. Roll call
- III. Agenda changes (to change the position of an item already on the agenda)
- IV. Public comment
- V. Consent agenda
  - a. Library Board of Trustees meeting minutes- May 18, 2026
  - b. Payment of bills and vouchers
- VI. Director's report (provided by Library Director)
  - a. Personnel
  - b. Programming
  - c. Statistics
  - d. Ongoing projects & miscellaneous
  - e. Meetings & continuing education
  - f. Budget
- VII. Discussion on Trustee Essentials
  - a. Essential #12 - "Library Standards"
  - b. Essential #17- "Membership in the Library System"
- VIII. Friends of the Hortonville Library update
- IX. Future meeting dates
  - a. July 20, 2026- 5:00 pm
  - b. August 17, 2026- 5:00 pm
- X. Items to add for future agendas
  - a. Policy review
- XI. Motion to adjourn

Posted by: Alexandria Krause, Hortonville Public Library Director  
05/15/2026

Requests from persons with disabilities who need assistance to participate in this meeting should be made to the Library Director at 920-779-5000 with as much advance notice as possible.

**Monday - May 18, 2026**

**Hortonville Public Library Board of Trustees Meeting Minutes**

**5:00pm** – Convenes in Municipal Services Center- Community Room- 531 N. Nash St. Hortonville, WI

- I. Call to order by presiding officer  
**Meeting called to order at 5:05 pm by Vice President Christina King**
- II. Roll call  
**Trustees in attendance: Kristi Compton, Carrie Lathrop, Christina King, Holly Dietsler. Trustees Absent: Mike Wirkus, Stephanie Holtz, Lex Jandourek. Others present: Library Director, Allie Krause**
- III. Agenda changes (to change the position of an item already on the agenda) - **None**
- IV. Public comment - **None**
- V. Consent agenda
  - a. Library Board of Trustees meeting minutes- April 20, 2026
  - b. Payment of bills and vouchers**Motion by Carrie Lathrop to approve the consent agenda including vouchers in the amount of \$3,125.16. Seconded by Kristi Compton. Roll call vote, all aye.**
- VI. Director's report (provided by Library Director)
  - a. Personnel
  - b. Programming
  - c. Statistics
  - d. Ongoing projects & miscellaneous
  - e. Meetings & continuing education
  - f. Budget**Library Director Krause presented the Director's Report as in the packet.**
- VII. Discussion on Trustee Essentials
  - a. Essential #20- "The Library Board and Building Accessibility"
  - b. Essential #21- "The Library Board and Accessible Services"**Trustees discussed Essentials 20 and 21 provided by DPI.**
- VIII. Friends of the Hortonville Library update  
**Christina King shared the Book & Bake Sale results.**
- IX. Future meeting dates
  - a. June 15, 2026- 5:00 pm
  - b. July 20, 2026- 5:00 pm
- X. Items to add for future agendas
  - a. Policy review
- XI. Motion to adjourn  
**Motion by Carrie Lathrop to adjourn at 5:50 pm. Seconded by Christina King. Approved by voice vote.**

Respectfully submitted by Kristi Compton on May 18, 2026.

**06.15.26 Invoices**

<b>2026</b>	BMO	\$2,447.63
<b>2026</b>	MSI	\$110.52
<b>2026</b>	Shiocton Public Library	\$11.00
<b>2026</b>	Appleton Public Library	\$20.00
<b>2026</b>	Clintonville Public Library	\$13.00
<b>2026</b>	Ingram	\$2,090.43
<b>2026</b>	Fox Cities Embroidery (Paid)	\$248.40
<b>2026</b>	CSLP	\$78.94
<b>2026</b>	Unique	\$11.65
<b>2026</b>	Sarah Bultman	\$45.89
	<b>Total:</b>	<b>\$5,077.46</b>

## Library Board of Trustees Meeting- June 15, 2026 Director's Report

- Staff Update

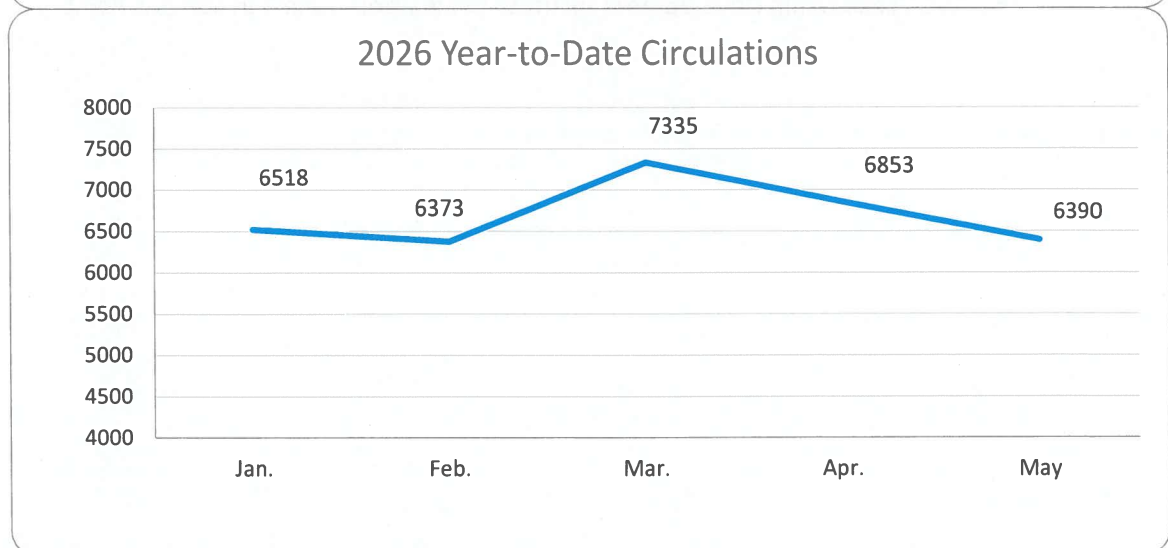
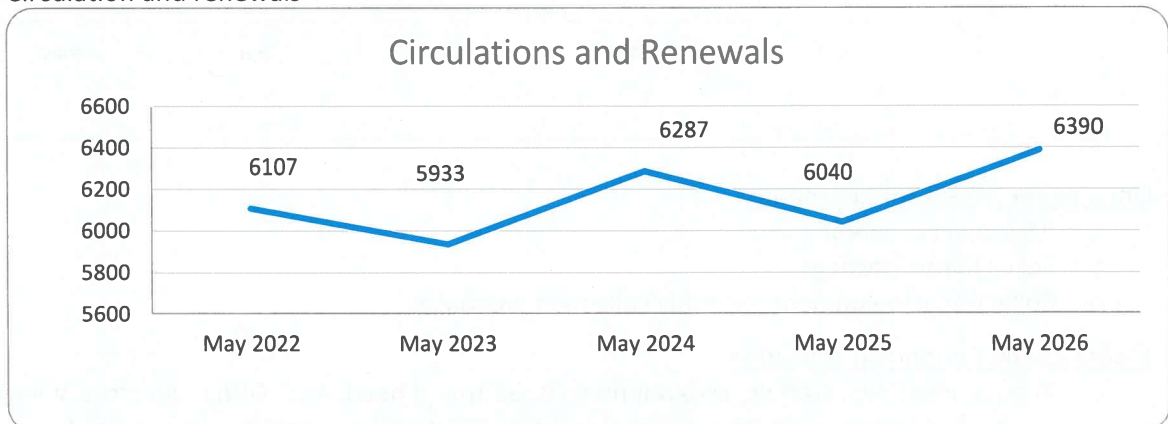
- Nikki Powell passed her 3-month probationary period and is now considered a permanent part-time employee
  - 1-week of vacation time and branded clothing provided after probationary period

- Programming & Outreach

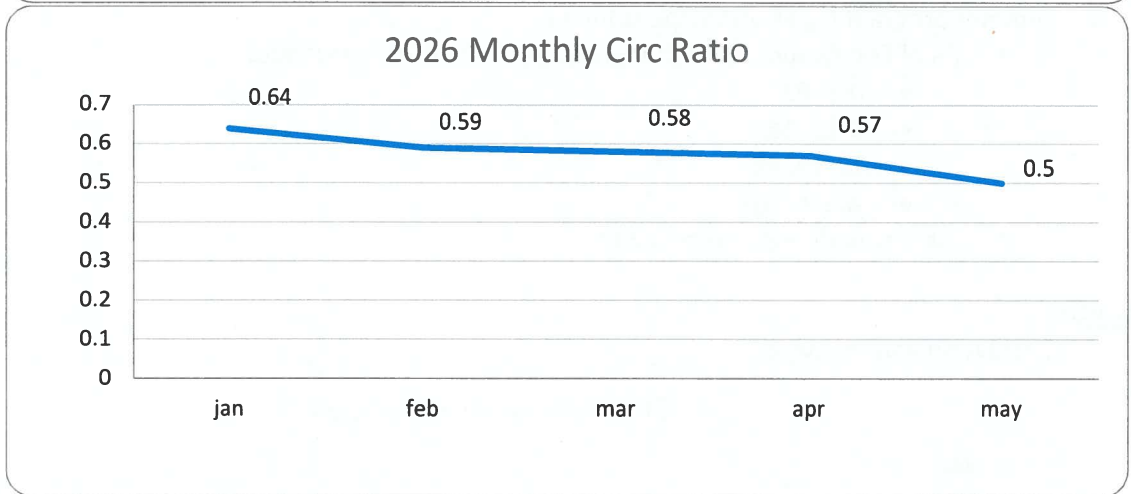
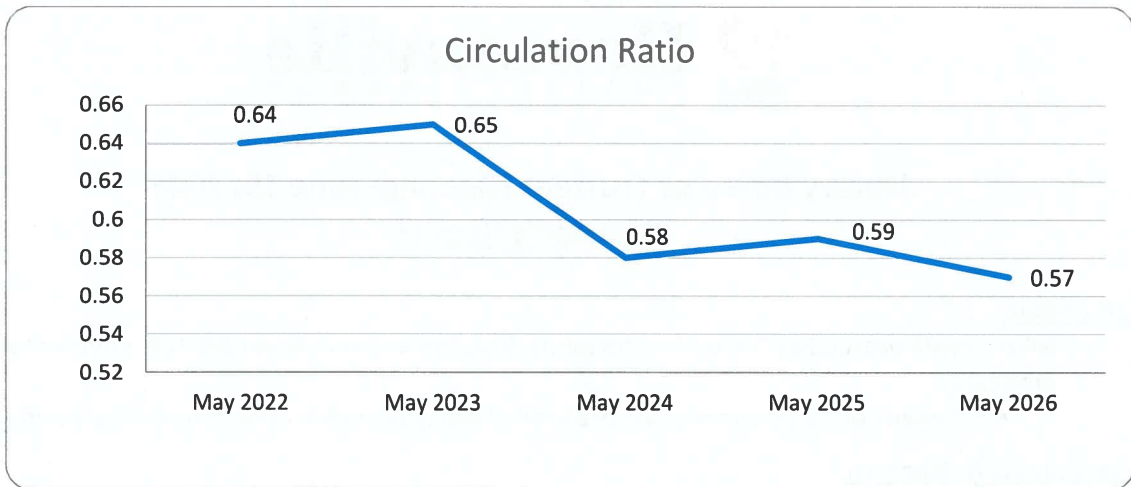
- Summer program registration opens June 8
  - As of Friday, June 12- 368 registrants- 30% of 2025 statistics
    - 0-5: 63
    - 6-11: 154
    - 12-18: 48
    - Adult: 103
  - 2025 overall registrants: 1,237

- Statistics

- Circulation and renewals



○ Circulation Ratio



● Ongoing Projects & Miscellaneous

- ILS project preparation
- Social media postings
- Collection development- monthly collection purchases

● Meetings and Continuing Education

- Regular meetings: Staffing, programming, department head, AAC, OWLS Directors, Village Board
  - WLA Leadership Development Institute Graduation- June 3 in Stevens Point

**2026 APPROVED LIBRARY BUDGET**  
**Library - FUND 200**

Hortonville Public Library  
**updated 06/12/2026**

ACCT #	DESCRIPTION	2026		2026		2026	
		APPROVED BUDGET	YTD	ACCOUNT REMAINING	PERCENT REMAINING		
<b>REVENUE</b>							
<b>INTERGOVERNMENTAL REVENUES</b>							
200-43-43720-000	COUNTY AID - OWLS	\$ 230,123.00	\$ 116,692.50	\$ 111,430.50	50.71%		
200-43-43721-000	LIBRARY GRANTS	\$ 600.00	\$ -	\$ 600.00	0.00%		
	<b>INTERGOVERNMENTAL REVENUES TOTALS</b>	<b>\$ 230,723.00</b>	<b>\$ 116,692.50</b>	<b>\$ (114,030.50)</b>	<b>50.58%</b>		
<b>PUBLIC CHARGES FOR SERVICE</b>							
200-46-46710-000	LIBRARY COPIES & FAXES	\$ 500.00	\$ 741.08	-\$241.08	148.22%		
200-46-46711-000	LIBRARY COLLECTION AGENCY	\$ -	\$ 32.00	-\$32.00			
200-46-46712-000	LIBRARY MATERIAL REPLACEMENT	\$ 750.00	\$ 391.19	\$ 358.81	52.16%		
	<b>PUBLIC CHARGES FOR SERVICE TOTAL</b>	<b>\$ 1,250.00</b>	<b>\$ 1,164.27</b>	<b>\$ (85.73)</b>	<b>93.14%</b>		
<b>MISCELLANEOUS REVENUE</b>							
200-48-48100-000	LIBRARY INTEREST ON INVESTMENTS	\$ 4,300.00	\$ 1,546.74	\$ 2,753.26	35.97%		
200-48-48300-000	SALES OF PROPERTY/EQUIPMENT	\$ -	\$ -	\$ 0.00			
200-48-48500-000	LIBRARY DONATIONS	\$ 2,000.00	\$ 231.36	\$ 1,768.64	11.57%		
200-48-48600-000	LIBRARY DONATIONS FOHL	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%		
	<b>MISCELLANEOUS REVENUE TOTAL</b>	<b>\$ 9,300.00</b>	<b>\$ 1,778.10</b>	<b>\$ (7,521.90)</b>	<b>19.12%</b>		
<b>OTHER FINANCING SOURCES</b>							
200-49-49210-000	TRANSFER FROM GENERAL FUND	\$ 150,792.20	\$ 150,792.20	\$ 0.00	100.00%		
200-49-49300-000	FUND BALANCE APPLIED	\$ -	\$ -	\$ 0.00			
	<b>OTHER FINANCING SOURCES TOTAL</b>	<b>\$ 150,792.20</b>	<b>\$ 150,792.20</b>	<b>\$ -</b>	<b>100.00%</b>		
	<b>FUND 200 REVENUE</b>	<b>\$ 392,065</b>	<b>\$ 270,427.07</b>	<b>\$ -121,638</b>	<b>68.98%</b>		
<b>EXPENDITURE</b>							
<b>LIBRARY DIRECTOR</b>							
200-55-55110-110	PAYROLL	\$ 60,446.58	\$ 25,547.59	\$ 34,898.99	42.26%		
200-55-55110-111	LONGEVITY	\$ 1,675.22	\$ 1,692.50	\$ (17.28)	101.03%		
200-55-55110-120	FICA	\$ 4,624.16	\$ 1,998.16	\$ 2,626.00	43.21%		
200-55-55110-135	HEALTH INSURANCE WAIVER PAYMENTS	\$ -	\$ -	\$ -			

200-55-55110-170	RETIREMENT	\$	4,352.15	\$	1,961.28	\$	2,390.87	45.06%
200-55-55110-330	TRAVEL, SEMINARS	\$	2,500.00	\$	2,599.16	\$	(99.16)	103.97%
	<b>LIBRARY DIRECTOR TOTAL</b>	<b>\$</b>	<b>73,598.11</b>	<b>\$</b>	<b>33,798.69</b>	<b>\$</b>	<b>39,799.42</b>	<b>45.92%</b>
	<b>LIBRARY STAFF</b>							
200-55-55111-110	PAYROLL	\$	149,784.44	\$	61,777.97	\$	88,006.47	41.24%
200-55-55111-111	LONGEVITY	\$	1,452.50	\$	839.83	\$	612.67	57.82%
200-55-55111-120	FICA	\$	11,458.51	\$	4,788.56	\$	6,669.95	41.79%
200-55-55111-170	RETIREMENT	\$	10,784.48	\$	3,270.58	\$	7,513.90	30.33%
200-55-55111-330	TRAVEL, SEMINARS	\$	3,000.00	\$	141.85	\$	2,858.15	4.73%
	<b>LIBRARY STAFF TOTAL</b>	<b>\$</b>	<b>176,479.93</b>	<b>\$</b>	<b>70,818.79</b>	<b>\$</b>	<b>105,661.14</b>	<b>40.13%</b>
	<b>LIBRARY EMPLOYEE BENEFITS</b>							
200-55-55112-132	HEALTH INSURANCE, HRA ADMIN FEES	\$	14,471.60	\$	4,412.78	\$	10,058.82	30.49%
200-55-55112-133	HRA REIMBURSEMENTS	\$	4,500.00	\$	179.72	\$	4,320.28	3.99%
200-55-55112-134	DENTAL	\$	773.20	\$	248.44	\$	524.76	32.13%
200-55-55112-136	LIFE/DISABILITY INSURANCE	\$	750.00	\$	369.59	\$	380.41	49.28%
200-55-55112-140	CLOTHING ALLOWANCE	\$	800.00	\$	625.81	\$	174.19	78.23%
200-55-55112-395	HEALTH (TESTS, EAP)	\$	200.00	\$	-	\$	200.00	0.00%
	<b>LIBRARY EMPLOYEE BENEFITS TOTAL</b>	<b>\$</b>	<b>21,494.80</b>	<b>\$</b>	<b>5,836.34</b>	<b>\$</b>	<b>5,599.64</b>	<b>27.15%</b>
	<b>LIBRARY OPERATIONS</b>							
200-55-55113-202	PROFESSIONAL SERVICES	\$	4,700.00	\$	1,955.41	\$	2,744.59	41.60%
200-55-55113-204	MAINTENANCE CONTRACTS	\$	7,300.24	\$	2,563.69	\$	4,736.55	35.12%
200-55-55113-213	LIBRARY AUDIT	\$	800.00	\$	-	\$	800.00	0.00%
200-55-55113-220	UTILITIES	\$	6,500.00	\$	3,413.32	\$	3,086.68	52.51%
200-55-55113-310	OFFICE SUPPLIES	\$	10,000.00	\$	624.22	\$	9,375.78	6.24%
200-55-55113-312	<b>OWLS MEMBERSHIP</b>	<b>\$</b>	<b>18,166.00</b>	<b>\$</b>	<b>18,166.00</b>	<b>\$</b>	<b>-</b>	<b>100.00%</b>
200-55-55113-320	MEMBERSHIP & DUES	\$	500.00	\$	18.43	\$	481.57	3.69%
200-55-55113-340	BUILDING MAINT. SUPPLIES	\$	200.00	\$	-	\$	200.00	0.00%
200-55-55113-390	OTHER SUPPLIES/EXPENSES	\$	-	\$	-	\$	-	#DIV/0!
200-55-55113-399	<b>PROPERTY AND LIABILITY INSURANCE</b>	<b>\$</b>	<b>1,000.00</b>	<b>\$</b>	<b>1,000.00</b>	<b>\$</b>	<b>-</b>	<b>100.00%</b>
	<b>LIBRARY OPERATIONS TOTAL</b>	<b>\$</b>	<b>49,166.24</b>	<b>\$</b>	<b>27,741.07</b>	<b>\$</b>	<b>21,425.17</b>	<b>56.42%</b>
	<b>LIBRARY PROGRAMS</b>							
200-55-55114-380	PROGRAMS - ADULT	\$	5,000.00	\$	636.84	\$	4,363.16	12.74%
200-55-55114-381	PROGRAMS - TEENS	\$	1,500.00	\$	313.40	\$	1,186.60	20.89%

200-55-55114-382	PROGRAMS - CHILDRENS	\$	5,000.00	\$	507.45	\$	4,492.55	10.15%
	<b>LIBRARY PROGRAMS TOTAL</b>	\$	<b>11,500.00</b>	\$	<b>1,457.69</b>	\$	<b>10,042.31</b>	<b>12.68%</b>
	<b>LIBRARY MATERIALS</b>							
200-55-55115-380	LIBRARY BOOKS - ADULT	\$	13,000.00	\$	3,345.44	\$	9,654.56	25.73%
200-55-55115-381	LIBRARY BOOKS - TEEN	\$	9,000.00	\$	897.43	\$	8,102.57	9.97%
200-55-55115-382	LIBRARY BOOKS - CHILDRENS	\$	11,000.00	\$	684.13	\$	10,315.87	6.22%
200-55-55115-383	LIBRARY BOOKS- KITS	\$	1,500.00	\$	-	\$	1,500.00	0.00%
200-55-55115-390	LIBRARY BOOKS - ADULT LG PRINT	\$	2,000.00	\$	545.92	\$	1,454.08	27.30%
200-55-55115-399	LIBRARY BOOKS - MAG & NEWSPAPER	\$	900.00	\$	-	\$	900.00	0.00%
	<b>LIBRARY MATERIALS TOTAL</b>	\$	<b>37,400.00</b>	\$	<b>5,472.92</b>	\$	<b>31,927.08</b>	<b>14.63%</b>
	<b>LIBRARY AUDIO VISUAL</b>							
200-55-55116-380	LIBRARY AVV ADULT	\$	1,700.00	\$	26.92	\$	1,673.08	1.58%
200-55-55116-381	LIBRARY AVV TEEN	\$	-	\$	-	\$	-	
200-55-55116-382	LIBRARY AVV CHILDRENS	\$	900.00	\$	(361.37)	\$	1,261.37	-40.15%
200-55-55116-383	LIBRARY AVV VIDEO GAMES	\$	3,000.00	\$	-	\$	3,000.00	
<b>200-55-55116-390</b>	<b>LIBRARY AVV E-BOOKS/ERESEARCH</b>	\$	<b>2,595.00</b>	\$	<b>2,594.92</b>	\$	<b>0.08</b>	<b>100.00%</b>
	<b>LIBRARY AUDIO VISUAL TOTAL</b>	\$	<b>8,195.00</b>	\$	<b>2,260.47</b>	\$	<b>5,934.53</b>	<b>27.58%</b>
	<b>LIBRARY BUILDING MAINTENANCE</b>							
100-55-55150-110	LIBRARY BLDG MAINT- PAYROLL	\$	5,000.00	\$	1,481.25	\$	3,518.75	29.63%
100-55-55150-111	LIBRARY BLDG MAINT- LONGEVITY	\$	45.50	\$	-	\$	45.50	0.00%
100-55-55150-120	LIBRARY BLDG MAINT- FICA	\$	400.64	\$	112.76	\$	287.88	28.14%
100-55-55150-135	LIBRARY BLDG MAINT- HEALTH INS WAIVER	\$	-	\$	-	\$	-	
100-55-55150-170	LIBRARY BLDG MAINT- RETIREMENT	\$	369.60	\$	10.10	\$	359.50	2.73%
100-55-55150-202	LIBRARY BLDG MAINT-PROF SERV	\$	530.00	\$	132.26	\$	397.74	24.95%
100-55-55150-340	LIB BLDG MAINT - SUPPLIES	\$	500.00	\$	-	\$	500.00	0.00%
100-55-55150-390	LIB BLDG MAINT - OTHER	\$	500.00	\$	142.00	\$	358.00	28.40%
	<b>LIBRARY BUILDING MAINTENANCE TOTAL</b>	\$	<b>7,345.74</b>	\$	<b>1,878.37</b>	\$	<b>5,467.37</b>	<b>25.57%</b>
	<b>LIBRARY DONATIONS EXPENSED</b>							
200-55-55117-390	LIBRARY DONATIONS EXPENSED	\$	1,000.00	\$	(311.88)	\$	1,311.88	-31.19%
200-55-55117-391	LIBRARY DONATIONS EXPENSED FOHL	\$	3,000.00	\$	1,201.62	\$	1,798.38	40.05%
200-55-55117-399	LIBRARY DONATIONS MATERIALS	\$	2,000.00	\$	-	\$	2,000.00	0.00%
	<b>LIBRARY DONATIONS TOTAL</b>	\$	<b>6,000.00</b>	\$	<b>889.74</b>	\$	<b>5,110.26</b>	<b>14.83%</b>

EXPENDITURES TOTAL \$ 391,179.82 \$ 150,154.08 \$ 241,025.74 38.38%

# TE12: Library Standards

The development of the publication [Wisconsin Public Library Standards](#) was guided by the belief that Wisconsin's public libraries play a critical role in providing free access to knowledge, information, and diversity of ideas to all residents of the state. All Wisconsin residents need and deserve at least a basic level of library service. The standards provide a way to measure a basic level of quality for public library service and also provide a pathway to excellence in library service.

Thanks to tremendous advances in information technology and to the cooperation of all types of libraries in Wisconsin, even the smallest library can offer access to an almost unimaginable quantity of both electronic and traditional information resources. But while this new environment presents great opportunities, it also presents great challenges. Today's library staff must master not only the skills and knowledge necessary to provide traditional library services, but also the new and constantly changing skills and knowledge required to utilize the latest in information technologies. Challenges also face the trustees and other government officials responsible for securing the funding and other resources necessary to provide library service that meets current needs and expectations.

*Wisconsin Public Library Standards* attempts to cover the services, resources, and other requirements for basic library service that should be available to all residents of the state, including those who face physical or other barriers to their use of public libraries. Wisconsin's public library standards are entirely voluntary, but every library in Wisconsin is encouraged to meet the standards covered by the checklists in the Standards publication. Counties can establish minimum operating standards for libraries within the county under Wisconsin Statutes Section 43.11(3)(d). Libraries that fail to meet county standards may be denied exemption from the county library tax. The Wisconsin DPI Bureau of Libraries website includes additional information on [county planning for library services](#).

## How to Use the Standards

The simplest way to use the *Standards* is to provide a photocopy of the checklists in the Standards document to each library board member and review those checklists at your board meetings. If one chapter is covered per board meeting, it will take five meetings to review the *Standards* checklists completely. If your library does not meet certain standards, you can work with your library director to develop a plan to work toward achieving those standards in the future.

Libraries that already meet the minimums represented by the standards can develop service goals based on local needs.

Quantitative standards are provided for a number of library service parameters, such as hours open, staffing levels, collection size, and collection expenditures. Quantitative standards are established at four levels of effort: basic, moderate, enhanced, and excellent. Your library can establish service targets by selecting the appropriate level of effort to apply to each standard or can use the levels to plan for progressive improvements over a period of time.

## **Library Planning and the Standards**

It is most effective to use the Standards as a tool to assist with a locally developed planning process. In the context of a local planning process, your planning committee can use the checklists to gather information about the library and the community during the information-gathering phase of the planning process. The Standards can also help the planning committee establish objectives for the plan. Chapter 2 of the *Standards* discusses in more detail how to use the *Standards* as part of a planning process. See also [Trustee Essential 11: Planning for the Library's Future](#) for more information about the planning process.

## **Discussion Questions**

1. Why should our library be concerned about state standards when those standards are voluntary?
2. Do new technologies reduce the need for your library to provide traditional library services? Why or why not?

## **Additional Sources of Information**

- Your library system staff
- [Wisconsin Public Library Standards](#)
- [Wisconsin public library service data](#)
- [IMLS national public library data](#)

# TE17: Membership in the Library System

Before the development of public library systems in Wisconsin, many state residents had no legal access to any public library. In addition, many other state residents only had access to substandard library service. The goal of library systems has been to provide all Wisconsin residents with access to the high-quality library service needed to meet personal, work, educational, and community goals. To address the limitations of relying solely on local support and local coordination of library service, the Wisconsin legislature passed legislation in 1971 enabling the creation of regional public library systems. The actual creation and development of public library systems in Wisconsin was a voluntary and gradual process. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and 381 public libraries are library system members.

The basic dynamic of library system membership is simple, yet the results can be powerful: a public library agrees to certain membership requirements, including the agreement to serve all system residents equitably; in return, the library system provides a wide range of primarily state-funded services that enhance local library service. Ideally, through this relationship, all residents of the state gain improved library service, as well as the ability to use whichever library or libraries best serve their needs. Municipal libraries participate in library systems because their communities' residents benefit from this arrangement.

## Cooperation vs. Competition

Competition among municipalities, counties, and other divisions of government is common. Unfortunately, that competition often leads to missed opportunities for cooperation, resource sharing, and economies of scale through cooperative projects.

Libraries, through library systems, have embraced cooperation instead of competition, and local library users (and taxpayers) are the beneficiaries. But, as noted by the Rolling Stones, you can't always get what you want. In all cooperative efforts, sacrifices are sometimes required. Often these sacrifices are for the greater benefit of regional or statewide library users.

## Membership Requirements for Libraries

Your library must meet these statutory requirements to be a member of a library system:

1. Your library must be established and operated according to the requirements of Wisconsin Statutes Chapter 43. Among other things, Chapter 43 requires that a

properly appointed library board control the library building, library expenditures, library policies, hiring and supervision of the library director, and determination of the duties and compensation of all library staff. (See other Trustee Essentials for details on these requirements, including [Trustee Essential 2: Who Runs the Library](#) and [Trustee Essential 18: Library Board Appointments and Composition](#).)

2. Your county must belong to the library system and must meet the system membership requirements for counties (see below).
3. Your municipal governing body (or county board for a consolidated county public library) must approve a resolution authorizing your library to participate in the library system.
4. Your library board must approve an agreement with the library system to participate in the system and its activities, participate in interlibrary loan of materials with other system libraries, and provide to all residents of the system the same services, on the same terms, that you provide to local residents.
5. You must employ a library director with the appropriate certification from the Wisconsin Department of Public Instruction (see [Trustee Essential 19: Library Director Certification](#) for details) and whose employment requires that he or she be present in the library for at least 10 hours of each week that the library is open to the public, less leave time.
6. Beginning in 2008, your library annually must be open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, 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.
7. Beginning in 2008, your library annually spends at least \$2,500 on library materials.

## Membership Requirements for Counties

Your county must meet these statutory requirements to be a member in a library system:

- Your county must approve a county library plan that meets the requirements of Wisconsin Statutes Sections 43.11(3) and 43.13(1) and provides the financial support needed to administer the plan. (See the [DPI website on public library planning and evaluation](#) for more details on county library planning.)
- Your county board must approve an agreement with the library system to participate in the system and its activities and to furnish library service to county residents who do not live in a library municipality.

## Required System Services

Library systems must provide the following in order to receive state aid:

- Technology and resource sharing planning
- Referral or routing of reference and interlibrary loan requests
- Electronic delivery of information and physical delivery of library materials
- Training for member library staff and trustees
- Professional consultant services
- Support for library service to users with special needs
- Backup reference, information, and interlibrary loan services from the system resource library
- Planning with other types of libraries in the system area
- Service agreements with all adjacent library systems
- Agreements with each member library that require those libraries to serve all residents of the system area on the same basis as local residents

The Division for Libraries and Technology monitors compliance with these requirements. Each library system is allowed considerable flexibility in developing specific library system service programs so that each system can best meet the needs of the residents of its particular geographical area and the needs of its member libraries. For example, a system in a largely rural area with many small libraries will probably need to devote more resources to professional consultant services than a system in a largely urban area. Each area of the state will have unique needs that the library system can help address.

## How to Be a Good System Member

Your library system must respond to the needs of system member libraries and the residents of the system area. This can be a very difficult task, often requiring the balancing of many competing needs and interests. Your library can help the library system with this difficult task by communicating your local needs effectively and constructively and by cooperating in system planning and problem-solving activities. Your board can help by encouraging your library staff to attend system workshops and contribute their time and talents to system committees. Your board should also budget for paid staff time and travel costs for these activities.

Your board may also decide that your library should participate in shared system services (such as a shared automated system) and cooperative activities (such as the sharing of summer reading program performers). Cooperation can often result in better, more cost-effective services to the public—as well as services that would not even be possible without cooperation.

You, as an individual trustee, can also benefit from attendance at system workshops and can contribute to the strength and success of the system by volunteering to serve on your library system's board and/or the system's advisory and planning committees. (For more information about being a system trustee, see [Trustee Essential 26: The Public Library System Trustee—the Broad Viewpoint](#).)

### **Discussion Questions**

- What are examples of ways your community's residents have benefited from library system services?
- What are examples of ways your system could better serve your library and your community's residents? How can you and/or your library board influence your system to do those things?

### **Sources of Additional Information**

- Your library system staff
- Division for Libraries and Technology staff