

**I. GENERAL INFORMATION**

1. Name of Library Wabeno Public Library		2. Public Library System Wisconsin Valley Library Service			
3a. Head Librarian First Name Cynthia	3b. Head Librarian Last Name Lemerande	4a. Certification Grade Grade 3	4b. Certification Type Permanent	5. Certification Expiration Date Permanent	
6a. Street Address 4556 N. Branch St.	6b. Mailing Address or PO Box PO Box 340	7. City / Village / Town Wabeno	8a. ZIP 54566	8b. ZIP4 0340	9. County Forest
10. Library Phone Number (715) 850-3044	11. Fax Number	12. Library E-mail Address of Director director@wabeno.lib.wi.us			
13. Library Website URL www.wabenopl.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
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				
20. Square Footage of Public Library 1,224	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No		22. UEI Number	

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	24	0	0
19b. Number of winter weeks	38	0	0
19c. Summer hours open per week	24	0	0
19d. Number of summer weeks	14	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	1,248	0	0

PUBLIC SERVICES COVID-19	
Closed Outlets Due to COVID-19	No
Public Services During COVID-19	No
Electronic Library Cards issued during COVID-19	No
Reference Service During COVID-19	No
Outside Service During COVID-19	No
External Wi-Fi Access Added During COVID-19	No
External Wi-Fi Access Increased During COVID-19	No
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

HOURS OF OPERATION	
191. Total hours per year for this location	1,248
190. Total weeks per year	52
189. Number of summer weeks	14
188. Summer hours open per week	24
187. Number of winter weeks	38
186. Winter hours open per week	24

II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	4,998	220
2. Electronic Books <i>E-books</i>	170,664	
3. Audio Materials	157	8
4. Electronic Audio Materials <i>Downloadable</i>	68,625	
5. Video Materials	1,416	54
6. Electronic Video Materials <i>Downloadable</i>	0	
7. Other Materials Owned <i>Describe Two Mobile Hotspots</i>	2	
8a. Electronic Collections <i>Locally Owned or Leased</i>	0	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	7	
8c. Electronic Collections <i>Provided through BadgerLink</i>	63	
9. Total Electronic Collections <i>Local, regional, and state</i>	70	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	8	

III. LIBRARY SERVICES							
1. Circulation Transactions			2. Interlibrary Loans				
a. Total Circulation	b. Children's Materials	c. Circulation of Other Physical Items (subset of 1a.)	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>			
2,835	313	0	665	502			
Method for Counting ILL Transactions Categorized ILL Transactions							
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>		Items Borrowed from Other Libraries <i>Received from</i>		
Integrated Library Systems (ILS)			661		501		
WISCAT			4		1		
Other (includes OCLC, manual tracking or other methods)			0		0		
3. Number of Registered Users			d. Overdue Fines	4. Reference Transactions		5. Library Visits	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count	a. Method	b. Annual Count
135	66	201	No	Actual Count	150	Actual Count	2,097
6. Uses of Public Internet Computers				7. Uses of Public Wireless Internet			
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access	c. Method	d. Annual Count	a. Method	b. Annual Count		
2	2	Actual Count	315	Actual Count	1,078		
8. Website Visits	9. Electronic Collection Retrieval						
555	a. Local	b. Other	c. Statewide	d. Total			
	0	3	0	3			
10. Uses of Electronic Materials by Users of Your Library							
a. E-Books	b. E-Audio	c. E-Video	d. Total Uses of Electronic Materials	e. Uses of Children's Electronic Materials			
577	269	1	847	64			

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs	0	0	0	0	0	0
Total Attendance	0	0	0	0	0	0

In-Person Programs and Program Attendance Annual Count

	11a.Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs	0	0	0	0	0
Total Attendance	0	0	0	0	0
	11f. Onsite In-Person - Subtotal		11h. Total		
Number of Programs	0	0	0	0	0
Total Attendance	0	0	0	0	0
	11g. Offsite In-Person - Subtotal		11h. Total		
Number of Programs	0	0	0	0	0
Total Attendance	0	0	0	0	0

11i. Describe the library's in-person programs: We have a storyteller at WAMFEST every August. I do not have a number for people that attend this program, because it is to hard to count.

Live Views of Virtual Programs and Virtual Program Attendance Annual Count

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs	0	0	0	0	0	0
Total Live Virtual Attendance	0	0	0	0	0	0
Total views of live programs that were recorded and posted for asynchronous viewing	0	0	0	0	0	0

12g. Which platforms does the library use to host the library's live, virtual programs: none

12h. Describe the library's live, virtual programs: We did not have any live, virtual programs

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

	13a. Children (0-5)	13b. Children (6-11)	13c. Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f. Total
Number of Programs	0	0	0	0	0	0
Total Pre-Recorded Program Views	0	0	0	0	0	0

13g. Which platforms does the library use to host the library's pre-recorded programs: none

13h. Describe the library's pre-recorded programs: We do not have 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. 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.	Carol	Bartlein	920 Kohloft Lane	Wabeno	54566	tncbartlein@directv.net
2.	Kay	Morrison	PO Box 26	Wabeno	54566	kaym71@hotmail.com
3.	Judy	Richmond	2678 Trump Lake Rd	Wabeno	54566	
4.	Kathy	Stauffer	4696 Trump Lake Rd	Wabeno	54566	kstauffer@centurylink.net
5.	Diane	Spaude	4250 Oconto Drive	Wabeno	54566	louiespaude@centurytel.net
6.	Carol	Tallier	4257 Oconto Drive	Wabeno	54566	
7.	Carol	Eernisse	4764 Padus Road	Wabeno	54566	
8.						
9.						
10.						
11.						
12.						
13.						
14.						
15.						
16.						
17.						

No. of Library Board Members
Include vacancies in this count

7

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
Town	Wabeno	\$31,500
Subtotal 1		\$31,500

2. County

a. Home County Appropriation for Library Services

Subtotal 2a	\$5,049
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b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
	\$0		\$0
	\$0		\$0
	\$0		\$0
	\$0		\$0
	\$0		\$0
	\$0		\$0
Subtotal 2b		\$0	

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
	\$0		\$0
	\$0		\$0

b. Funds Carried Forward from Previous Year

c. Other State Funded Program

	\$0		0
Subtotal 3		\$0	

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

Program or Project	Amount	
	\$0	
	\$0	
	\$0	
	\$0	
Subtotal 4		\$0

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

Name	Amount	Name	Amount
	\$0		\$0
	\$0		\$0
Subtotal 5		\$0	

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.

\$0

7. All Other Operating Income

\$11

8. Total Operating Income Add 1 through 7

\$36,560

9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$32,000

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes

VI. LIBRARY OPERATING EXPENDITURES

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

1. Salaries and Wages Include maintenance, security, plant operations		2. Employee Benefits Include maintenance, security, plant operations		
\$19,323		\$0		
3. Library Collection Expenditures				
a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials	Subtotal 3
\$5,133	\$0	\$766	\$0	\$5,899
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.				
Provider		Amount	Provider	
WPLC E-Content Buying Pool		\$152	Movie Licensing	
OverDrive Advantage Donation		\$0		
V-Cat Annual Maintenance		\$1,002		
V-Cat Barcodes / Patron Cards		\$0		
Technology / Enterprise Services		\$1,560		
Technology / Equipment Purchased		\$942		
				Subtotal 4
				\$3,656
5. Other Operating Expenditures				\$5,148
6. Total Operating Expenditures Add 1 through 5				\$34,026
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		\$0	\$0
b. State		\$0	\$0
c. Municipal		\$0	\$0
d. County		\$0	\$0
e. Other		\$0	\$0
2. Debt Retirement	3. Rent Paid to Municipality/County	Total Revenue	Total Expenditure
\$0	\$0	\$0	\$0

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

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 \$8,183

IX. TRUST FUNDS

1. Total Amount of Trust Funds Held by the Library Board at End of Year \$0

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	No MLS	\$15,037	17.00				
Cleaner	Other	\$570	1.00				
Aide	Other	\$3,760	7.00				
	Other						

b. Other Paid Staff See Instructions

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week

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

Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	b. All Other Paid Staff (FTE) Include maintenance, plant operations, and security	c. Total Library Staff (FTE)
0.00	0.43	0.43	0.20	0.63

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 <i>See instructions for definition of nonresident</i>			838
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	253	568	821
3. Circulation to Nonresidents Living in Another County in the Library System	7	0	7
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	10	0	10
5. Circulation to All Other Wisconsin Residents	0	6. Circulation to Persons from Out of the State	
		0	
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 Wis. Stat. s. 43.17(11)(b)?		8b. If yes, does the library allow residents in adjacent systems to purchase library cards?

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County		Circulation	
a. Langlade		0	f.
b.			g.
c.			h.
d.			i.
e.			j.

XII. TECHNOLOGY

1a. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. Library type of Internet Connection <i>Mark all that apply</i> Yes a. State TEACH line No b. Other broadband connection Local, cable, telco, community network, etc.	3. Is the library CIPA compliant? No
1b. Does your library provide external wireless access on the library grounds or from a mobile unit such a bookmobile? No		

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed 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 (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	0	0	0
Total Self-Directed Activity Participation	0	0	0
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	0	0	0
Total Self-Directed Activity Participation	0	0	0
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 Cynthia	b. Last Name Lemerande	c. Email Address director@wabeno.lib.wi.us	
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 Cynthia	b. Last Name Lemerande	c. Email Address director@wabeno.lib.wi.us	

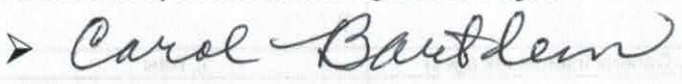

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

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 country 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 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 Print or type	Date Signed
	Carol Bartlein	2/14/23
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Cynthia Lemerande	2/14/23

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

Forest

The Wabeno Public Library Board of Trustees hereby states that in 2022 the Wisconsin Valley Library Service
Name of Public Library *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 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@dpi.wi.gov.

XV. 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



Carol Bartlein

2/14/23

COMMENTS

Closed Outlets Due to COVID-19

We were not closed at all in 2022 for COVID--2023-01-24

Public Services During COVID-19

We did not close as a result of Covid in 2022.--2023-02-06

Reference Service During COVID-19

We did not close as a result of Covid in 2022.--2023-02-06

Initial date closed due to COVID-19:

We were not closed in 2022 for COVID--2023-01-24

First date reopened following initial COVID-19 closure:

We were not closed in 2022 for COVID--2023-01-24

Additional building closure and reopening dates, please describe:

We were not closed in 2022 for COVID--2023-01-24

SECTION_II

6. Electronic Video Materials (downloadable)

In 2022, the video resources in this collection were removed as they no longer supported over drive--2023-01-31

7a. Other Materials Owned

We cleaned out our seasonal displays from last year.--2023-02-01

7b. Other Material Description

Two mobile hotspots--2023-01-31

We cleaned out our seasonal displays--2023-01-24

SECTION_III

Total Annual Circulation

Our circulations has gone down when we changed over to 3 week checkout and more of our patrons are using Libby.--2023-01-24

Circulation of Children's Materials

Our circulations has gone down when we changed over to 3 week checkout and more of our patrons are using Libby.--2023-01-24

Total Items Received (borrowed from)

We had a couple of homeschool family's moved this year that is why we are down--2023-01-24

4a. Method Used to Count Reference Transactions

We had less patrons coming in with reference questions in 2022.--2023-02-01

4b. Reference Transactions

We had less patrons coming in with reference questions in 2022.--2023-02-01

Number of Uses (sessions) of Public Internet Computers

More people are using their own laptops when in the library--2023-01-31

Wireless Internet Uses

Upgrade to the wireless network controller at the beginning of 2022 changed the nature of client connections login. It appears the past statistics may have included roughly 2 additional session counts per active sessions.--2023-01-31

Describe the library's in-person programs:

We have a storyteller at WAMFEST every August. I do not have a number for people that attend this program, because it is to hard to count.--2023-01-27

Describe the library's pre-recorded programs:

We do not have prerecorded programs.--2023-01-24

SECTION_VI

2. Employee Benefits

FICA does not come out of the library budget; the town takes it out of their budget for all employees--2023-02-08

c. Audiovisual Materials

The library did not purchase a lot of DVD this year--2023-02-01

Subtotal 3: Total Collection Expenditures

The library did not purchase a lot of DVD this year--2023-02-01

Other Library Funds

Beginning Balance of Other Funds Under Library Board Control

This is our checking that the library board has control over--2023-01-24

Total Amount of Other Funds at End of Year

This is our checking that the library board has control over--2023-01-24

SECTION_XI

Circulation

0 circulations to Langlade County residents who reside outside of the city of Antigo--2023-01-31

SECTION_XII

CIPA compliant?

[Handwritten signature]