



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 1-20)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2019

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

Board-approved, signed annual reports for 2019 are due to the DPI Division for Libraries and Technology no later than February 29, 2020.

I. GENERAL INFORMATION					
1. Name of Library Madison Public Library		2. Public Library System South Central Library System			
3a. Head Librarian First Name Gregory	3b. Head Librarian Last Name Mickells	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 2022-09-30	
6a. Street Address 201 W. Mifflin St.	6b. Mailing Address or PO Box 201 W. Mifflin St.	7. City / Village / Town Madison	8a. ZIP 53703	8b. ZIP4 2597	9. County Dane
10. Library Phone Number (608)266-6363	11. Fax Number (608)266-4338	12. Library E-mail Address of Director gmickells@madisonpubliclibrary.org			
13. Library Website URL www.madisonpubliclibrary.org		14. No. of Branches 8	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 32	
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 69	19b. Number of Winter Weeks 35	19c. Summer Hours Open per Week 65	19d. Number of Summer Weeks 17		
20. Square Footage of Public Library 120,000	21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year? Yes			22. DUNS Number <i>Nine digits</i> 076147909	
II. LIBRARY COLLECTION					
			a. Number Owned / Leased	b. Number Added	
1. Books in Print <i>Non-periodical printed publications</i>			576,477	45,157	
2. Electronic Books <i>E-books</i>			157,350		
3. Audio Materials			68,882	3,448	
4. Electronic Audio Materials <i>Downloadable</i>			55,245		
5. Video Materials			84,882	7,914	
6. Electronic Video Materials <i>Downloadable</i>			952		
7. Other Materials Owned <i>Describe</i> seeds, software, equipment, kits, vertical file, toys, video games			3,702		
8. Electronic Collections <i>Locally Owned or Leased</i>			12		
9. Total Electronic Collections <i>Local, regional, and state</i>			62		
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>			1,165		

III. LIBRARY SERVICES							
1. Circulation Transactions		2. Interlibrary Loans		3. Number of Registered Users			
a. Total Circulation 2,954,425		b. Children's Materials 1,050,719		a. Items Loaned <i>Provided to</i> 552,665			
4. Reference Transactions		b. Items Received <i>Received from</i> 733,364		5. Library Visits			
a. Resident 137,697	b. Nonresident 19,860	c. TOTAL 157,557	a. Method Survey Week(s)	b. Annual Count 197,323	a. Method Actual Count 1,762,552		
6. Uses of Public Internet Computers	7. Uses of Public Wireless Internet	8. Number of Website Visits	9a. Local Electronic Collection Retrievals 89,261	9d. Total Electronic Collection Retrievals 115,478			
a. Method Actual Count 227,370	a. Method Router Count 2,610,765	b. Annual Count 1,339,594					
a. E-Books 253,941	b. E-Audio 208,007	c. E-Video 468	d. Total Uses of Electronic Works 462,416	e. Uses of Children's Electronic Materials 30,987			
11. Programs and Program Attendance Annual Count					11. Number of Public Use Computers		
a. Children (0-11) Number of Programs 2,652		b. Young Adult (12-18) 533		c. Other (all ages) 3,046			
d. TOTAL 6,231		11. Number of Public Use Computers		a. Total 305	b. Internet Access 288		
Total Attendance 68,177		4,042		46,137			
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. Jaime	Healy-Plotkin						
2. Eve	Galanter						
3. Barbara	Harrington-McKinney						
4. Cindy	Fesemeyer						
5. Greg	Dunkelberger						
6. Jair	Alvarez						
7. Lisa	Hempstead						
8. Alyssa	Kenney						
9. Joseph	Rosas						
10.							
11.							
12.							
No. of Library Board Members <i>Include vacancies in this count</i>							
9							

V. LIBRARY OPERATING REVENUE

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

2. County

- a. Home County Appropriation for Library Service
- b. Other County Payments for Library Services

b. Other County Payments for Library Services			
County Name	Amount	County Name	Amount
Columbia	\$20,880	Rock	\$1,230
Dodge	\$1,660	Sauk	\$7,229
Green	\$10,394		
Iowa	\$16,222		
Jefferson	\$10,092		
		Subtotal 2b	\$67,707

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
SCLS Resource Contract	\$266,184	SCLS CE Grant	\$550
SCLS Youth Literacy Grant	\$4,100		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
		Subtotal 3	\$270,834

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

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

Name	Amount	Name	Amount
Southwest Library System	\$2,500		\$0
LINK Cataloging Contract	\$404,255		
		Subtotal 5	\$406,755

6. Funds Carried Forward <i>Do not include state aid. Report state funds in 3b above.</i>	7. All Other Operating Income	8. Total Operating Income <i>Add 1 through 7</i>	9. What is the current year annual appropriation provided by your governing body(ies) for your public library?	10. Was your library's municipality exempt from the county library tax for the report year? <i>Wis. Stat. s. 43.64(2)</i>
\$438,347	\$1,765,398	\$20,656,107	\$19,163,603	Yes

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> \$10,233,053	2. Employee Benefits <i>Include maintenance, security, plant operations</i> \$2,793,386
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3. Library Collection Expenditures

a. Print Materials	b. Electronic Materials	c. Audiovisual Materials	d. All Other Library Materials	e. Subtotal 3
\$435,078	\$182,254	\$232,041	\$117,466	\$966,839

4. Contracts for Services *Include contracts with other libraries, municipalities, and library systems here. Include service provider.*

5. Other Operating Expenditures

\$6,065,530

6. Total Operating Expenditures Add 1 through 5

\$20,656.107

7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?

§3 500

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

1 Capital Income and Expenditures by Source of Income

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

Do not report any expenditures reported above. Provide a brief description of any expenditures.			
Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal	N/A	\$0	\$0
b. State	N/A	\$0	\$0
c. Municipal	Multiple projects	\$8,110,833	\$8,110,833
d. County	N/A	\$0	\$0
e. Other	N/A	\$0	\$0

2. Debt Retirement	3. Rent Paid to Municipality/County		Total Revenue	Total Expenditure
\$2,826,376			\$8,110,833	\$8,110,833

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	1. Total Amount of Trust Funds Held by the Library Board at End of Year
\$0	\$670,355

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)	\$141,444	38.75	Librarian 3	MLS (ALA)	\$80,602	38.75
Collection Development Manager	MLS (ALA)	\$95,556	38.75	Librarian 1/2	MLS (ALA)	\$2,363,277	1,306.00
Director of Public Service	MLS (ALA)	\$121,900	38.75	Youth Services Manager	MLS (ALA)	\$88,699	38.75
Borrower Services Manager	MLS (ALA)	\$96,417	38.75	Facilities Manager	Other	\$103,043	38.75
Media Coordinator	MLS (ALA)	\$95,556	38.75	Comm. Engage Coordinator	Other	\$95,556	38.75
Business Operations Manager	MLS (ALA)	\$108,880	38.75	Programs Coordinator	Other	\$88,774	38.75
Central Library Supervisor	MLS (ALA)	\$83,004	38.75	Planner	Other	\$68,648	38.75
Branch Supervisor	MLS (ALA)	\$312,925	193.75				

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 Assistant	Other	\$1,868,073	1,313.63	Computer Technician	Other	\$57,443	38.75
Program Assistant	Other	\$297,582	232.50	Computer Specialist	Other	\$117,983	77.50
Administrative Clerk	Other	\$233,168	182.13	Accountant	Other	\$75,928	38.75
Clerk/Clerk-Typist	Other	\$954,404	486.31	Account Technician	Other	\$66,214	38.75
Press Operator	Other	\$58,982	38.75	All Other Staff	Other	\$2,645,058	3,077.93

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)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	b. All Other Paid Staff (FTE) <i>Include maintenance, plant operations, and security</i>	c. Total Library Staff (FTE)
46.21	0.00	46.21	142.00	188.21

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*
397,474

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	161,167	196,063	357,230
3. Circulation to Nonresidents Living in Another County in Your System	12,029	8,460	20,489
4. Circulation to Nonresidents Living in an Adjacent County Not in Your System	6,724	6,589	13,313
5. Circulation to All Other Wisconsin Residents 6,432	6. Circulation to Persons from Out of the State 10		
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?	

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. Dodge	363	f. Sauk	2,511
b. Iowa	3,579	g. Green	2,072
c. Jefferson	2,270	h.	
d. Rock	377	i.	
e. Columbia	3,685	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 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 checked="" type="checkbox"/> a. Yes, on all Internet workstations <input 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 <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 Self-directed Activities	83	533	390	1,006
	Total Self-directed Activity Participation	1,769	4,233	5,848	11,850

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 Tammy	b. Last Name Ocampo	c. Email Address tocampo@madisonpubliclibrary.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 Michael	b. Last Name Spelman	c. Email Address mspelman@madisonpubliclibrary.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> Jaime Healy-Plotkin	Date Signed
Library Director / Head Librarian Signature ➤	Name of Director / Head Librarian <i>Print or type</i> Gregory Mickells	Date Signed

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
Dane

The Madison Public Library Board of Trustees hereby states that in 2019, the South Central Library System

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

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

Indicate with an X one of the following 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 your library system, as an e-mail attachment to LibraryReport@dpi.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 your public library system.

President, Library Board of Trustees Signature	Name of President <i>Print or type</i> Jaime Healy-Plotkin	Date Signed
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