

Attachment One

List of The Lake Geneva Public Library's Officers and Directors

Income and Expense Statement for the Fiscal Year 2000

I. GENERAL INFORMATION

1. Name of Library Lake Geneva Public Library		2. Public Library System Lakeshores Library System	
3. Head Librarian First Name Linda A.	3a. Head Librarian Last Name Bendix	4. Certificate Grade <input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3	4a. Certificate Grade Type Temporary
5. Certification Expiry Date 06/30/2001		6. Street Address 918 W. Main St.	6a. Mailing Address (PO Box #)
7. City/Village/Town Lake Geneva	8. County Walworth	9. ZIP Code + 4 53147-1899	
10. Telephone Number (262) 249-5299	11. Fax Number (262) 249-5284	12. Library E-Mail Address lgpl3@genevaonline.com	
13. Library Web Address http://www.genevaonline.com/~lgpl/		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? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and a municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stats s.43.53?
 Yes No

19. Hours Open

Season	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Total Hours
	From	To	From	To	From	To	From	To	From	To	From	To	From	To	
Winter	09:00 AM	08:00 PM	09:00 AM	08:00 PM	09:00 AM	08:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM			57.0
Summer	09:00 AM	08:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM	09:00 AM	05:00 PM			51.0

Effective Dates of Winter Hours	From	09/01/1999	To	05/31/2000	Number of Weeks	39
Effective Dates of Summer Hours	From	06/01/2000	To	08/31/2000	Number of Weeks	13

20. Annual Public Service hours for the main library and any branches and bookmobiles
 2,886.00

21. Square footage of public library 16,030 square feet

II. LIBRARY COLLECTION

	Number of Physical Units	Number of Titles
1. Books Added during the year	3,551	3,401
2. Serial Volumes Added during the year	227	
3. Books Owned	40,492	
4. Serial Volumes Owned	-1	
5. Audio Materials	2,493	
6. Library Materials in Electronic Format	-1	
7. Video Materials	828	
8. Other Materials Owned		
Describe		
9. Subscriptions (Include periodicals and newspapers, but exclude those in electronic format.)	174	174
	Total	Internet Access
10. Number of Staff only computer terminals / workstations	16	16
11. Number of Public use computer terminals / workstations	16	12

III. LIBRARY SERVICES

1. Circulation Transactions			2. Interlibrary Loans	
a. Adult	b. Children's Materials	c. TOTAL	a. Items Loaned (provided to)	b. Items Received (received from)
70,723	31,999	102,722	819	1,254

3. Number of Registered Borrowers			4. Reference	5. Library Visits
a. Resident	b. Nonresident	c. TOTAL	Annual count or estimated annual count)	Annual count or estimated annual count
4,247	8,706	12,953	26,416	105,958

6. Number of users of electronic resources in a typical week.

7. In-house use of materials (annual count or estimated count) - OPTIONAL

8. Number of items in bulk loan and rotating collections (annual count or estimate count) - OPTIONAL

9. Program Attendance (annual count)	No. of Programs		Attendance	
	a. Adult	b. Children	c. TOTAL	
	35	244	279	503
				7,716
				8,219

10. Does your library have access to the Internet? Yes No

11. If the library has Internet access, is Internet access used by (select one):

- a. Library staff only
- b. Patrons through a staff intermediary only
- c. Patrons either directly or through a staff intermediary

12. Does your library provide access to electronic services (e.g., bibliographic and full-text databases, multi-media products)? Yes No

IV. LIBRARY GOVERNANCE

1. Library Board Members. List the 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 Community Learning as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Title	Street Address	City	State	Zip Code
Robert	Slocum	President	1325 Madison St.	Lake Geneva	WI	53147
James	Gottinger	School Dist.	208 South Street	Lake Geneva	WI	53147
Dorothy	McLernon	Treasurer	N3124 N. Williams St.	Lake Geneva	WI	53147
Diane	Jones	Secretary	301 Timber Lane	Lake Geneva	WI	53147
Don	Curtis		N1586 Creekside Ln.	Lake Geneva	WI	53147
Connie	Demuth		2672 Echo Ln.	Burlington	WI	53105
Charles	Rude	Vice preside	318 Ridge Drive	Lake Geneva	WI	53147
Frank	Scott	Financial se	1122 Wisconsin Street	Lake Geneva	WI	53147
Bobbi	Teske		W1013 Golden Glow Rd.	Genoa City	WI	53128
					WI	
					WI	
					WI	

2. Does your library's municipality exempt itself from the county library tax for 2000 (Wis. Stats. s.43.64 (2))? Yes No

V. LIBRARY OPERATING INCOME

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

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

Check one		Name	Amount
<input checked="" type="checkbox"/>	City	<input type="checkbox"/> Village	
<input type="checkbox"/>	Town	<input type="checkbox"/> Tribe	
		Lake Geneva	\$323,651
<input type="checkbox"/>	City	<input type="checkbox"/> Village	
<input type="checkbox"/>	Town	<input type="checkbox"/> Tribe	
<input type="checkbox"/>	City	<input type="checkbox"/> Village	
<input type="checkbox"/>	Town	<input type="checkbox"/> Tribe	
<input type="checkbox"/>	City	<input type="checkbox"/> Village	
<input type="checkbox"/>	Town	<input type="checkbox"/> Tribe	
<input type="checkbox"/>	City	<input type="checkbox"/> Village	
<input type="checkbox"/>	Town	<input type="checkbox"/> Tribe	

2. County Appropriation for Library Service Subtotal 1 \$323,651

County	Amount
Walworth	\$158,356

3. State Funds Subtotal 2 \$158,356
 a. Public Library System State Funds

Description	Amount	Description	Amount
b. Funds carried forward from previous year		Other State Funded Program - Description	

4. Federal Funds - Name program and, if LSTA, show project number Subtotal 3

Program Name	Project Number	Amount
E-rate		\$129
LSTA (LGPL) - Victory or violence	00-363	\$16,600
LSTA (SYSTEM) - Usa la biblioteca	00-319	\$1,050

5. Contract income from other governmental units, libraries, library agencies, library systems, etc. Subtotal 4 \$17,779

Name	Amount	Name	Amount
Kenosha County	\$4,792	Racine County	\$3,695

Subtotal 5 \$8,487

6. Funds Carried Forward from 1999 (Do not include state aid. Report state funds in 3b. above)	7. All Other Operating income	8. Total Operating Income (Add 1 through 7)	9. What is the 2001 annual appropriation provided by your governing body for your public library?	10. What amount do you anticipate reporting as income to your municipality for library services (see Section VIII) for 2001?
\$46,353	\$26,989	\$581,615	\$346,651	\$346,651

VI. LIBRARY OPERATING EXPENDITURES
Report Operating Expenditures From All Expenditures. Do not Report Capital Expenditures Here.

1. Salaries and Wages. Include maintenance, security, plant operations. \$259,037	2. Employee Benefits. Include maintenance, security, plant operations. \$62,504
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3. Library Collection Expenditures

a. Print Material	b. Serial Subscriptions (all formats)	c. Microforms (except current subscriptions)	d. Machine Readable Materials (except current subscriptions)	e. Audiovisual Materials	f. All Other Library Materials	Subtotal 3
\$78,126	\$5,648	\$0	\$0	\$8,354	\$0	\$92,128

4. Contracts for Services from Other Libraries (Include contracts with other libraries, municipalities and systems here. Indicate Service Provider.)

Provider	Amount	Provider	Amount
Subtotal 4			

5. Other Operating Expenditures	6. Total Operating Expenditures (Add 1 through 5)	7. Of the expenditures reported on line 6, what were operating expenditures for library materials in electronic format?	8. Of the expenditures reported on line 6, what were operating expenditures for electronic access?	9. Of the expenditures reported on line 6, what were operating expenditures from federal sources?
\$88,423	\$502,092	\$0	\$3,000	\$17,650

VII. LIBRARY CAPITAL INCOME, EXPENDITURES, AND DEBT RETIREMENT

1. Report 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	Income	Expenditure
Federal		\$0	\$0
State		\$0	\$0
Municipal	Capital Improvements	\$40,000	\$37,902
County		\$0	\$0
Other		\$0	\$0
2. Debt Retirement		\$0	
		\$0	
Total		\$40,000	\$37,902

VIII. MUNICIPAL INCOME FOR LIBRARY SERVICE

1. Report annual income received by, or turned over to, your municipality for services provided by your library.

Source	Income	Source	Income
	\$0		\$0
	\$0		\$0

IX. STAFF

1. Personnel Listing. Libraries with 10 or less employees report all employees under 1a and 1b below. Libraries with more than 10 employees list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel only. Insert additional sheet if necessary.

a. Employees holding the title of librarian. Indicate advanced degrees with a check (X).

First Name	Last Name	Position	MLS (ALA)	Other Masters/Ph.D.	Annual Salary	Hours Worked/Week
Linda A.	Bendix	Director, Head Librarian	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$45,000	40
Diane	Neverman-Bailey	Dir. Adult Se	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$34,424	40
Andrea	Peterson	Reference Lib	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$17,435	24
Gail	Pachucki	Dir. Youth Se	<input type="checkbox"/>	<input type="checkbox"/>	\$28,745	40
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		

b. Other Paid Staff. (Include plant operation, maintenance, security, pages, etc.) Libraries with more than 10 employees need not complete this section.

Position	Hrs Worked Per Wk	Position	Hrs Worked Per Wk

Libraries with 10 or fewer employees may go to Part X, Trust Fund Report

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

Source	FTE
Master's Degree from an ALA Accredited Program	2.60
Other Master's Degree or Graduate Degree	
Other Persons Holding the Title of Librarian	1.00
Subtotal	3.60
b. All other paid staff (including maintenance, plant operation, and security)	8.66
c. Total Library Staff Full-Time Equivalents (add 2a. and 2b.)	12.26

X. TRUST FUND REPORT

Wisconsin Statute s. 45.38(7)(d) requires an annual report of trust fund activity be provided to the library board and the Division for Libraries and Community Learning. If your library has a trust fund, attach the trust fund report.

Total amount of trust funds at end of year. \$149,684

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total 2000 circulation reported for your library from Section III line 1, what was the total circulation to nonresidents (see instructions for definition of nonresident)? 60,119

Divide your nonresident circulation among the following categories. The total for lines 2 through 6 should equal the number reported in question 1 above.

- | | | |
|--|----------------------------|---------------|
| 2. Circulation to nonresidents living in your county | a. Those with a library | <u>6,651</u> |
| | b. Those without a library | <u>48,257</u> |
| | c. Subtotal | <u>54,908</u> |
| 3. Circulation to nonresidents living in another county in your system | a. Those with a library | <u>1,359</u> |
| | b. Those without a library | <u>1,385</u> |
| | c. Subtotal | <u>2,744</u> |
| 4. Circulation to nonresidents living in an adjacent county not in your system | a. Those with a library | <u>621</u> |
| | b. Those without a library | <u>1,715</u> |
| | c. Subtotal | <u>2,336</u> |
| 5. Circulation to all other Wisconsin residents | | <u>131</u> |
| 6. Circulation to persons from out of state | | <u>0</u> |

7. Are the answers to questions 1 through 6 based on (check one): Actual Count Survey /sample

8a. Does your library deny access to residents of adjacent public library systems on the basis of Wisc. Stat. s. 43.17(11)(b). (See instructions)? Yes No

8b. If yes, do you allow residents in adjacent systems to purchase library cards? Yes No

9. Indicate your loan period in days for the following categories of library material.
- | | |
|---|----------------|
| a. Books | <u>21</u> days |
| b. Popular Books / Best Sellers / New Books | <u>7</u> days |
| c. Records/Cds/Audiocassettes | <u>21</u> days |
| d. Videos | <u>7</u> days |

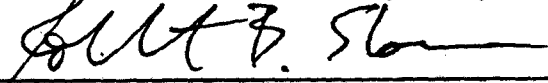
**XII. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH
SYSTEM MEMBERSHIP REQUIREMENTS**

We hereby assure the Public Library System Service of which this library is a member and the Division for Libraries and Community Learning, 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. 43.15(4)(c). A check (X) 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) (consolidated and county library services), and s. 43.60(3) (library board membership)].
- 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 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. [s.43.15(4)(c)4].
- In 2000, the library received funding from the library board's governing body at a level not lower than the average of such funding received for the previous three years [s. 43.15(4)(c)5]. See instructions.
- For 2001, the library received funding from the library board's governing body at a level not lower than the average of such funding received for the previous three years [s. 43.15(4)(c)5]. See instructions.
- 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].

XIII. CERTIFICATION

I HEREBY CERTIFY that to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate.



President, Library Board of Trustees

February 13, 2001

Date



Library Director / Head Librarian

2/14/01

Date

**XIV. STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM
EFFECTIVENESS**

As required by Wis. Stat. s. 43.58(6)(c), the following statement with the appropriate wording indicated (that the library system either did or did not provide effective leadership and adequately meet the needs of the library) must be approved by the library board. The decision about whether the library system did or did not provide effective leadership and adequately meet the needs of the library 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. The statement should be sent directly to the Division for Libraries and Community Learning (DLCL), c/o Alan Zimmerman, P.O. Box 7841, Madison, WI 53707-7841. This page need not be forwarded to your library system.

The Lake Geneva Public Library
(Name of Public Library)

Board of Trustees hereby states that in ²⁰⁰⁰~~1999~~ the

Lakeshores Library System
(Name of your Public Library System / Service)

(Indicate with a (X) one of the following two statements)

- 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.

Explanation of library board's response (attach additional sheets if needed):

Certification: The proceeding statement was approved by the Public Library Board of Trustees on

(date)

_____, President, Library Board of Trustees (Signature required)

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% of the libraries in participating municipalities that include at least 30% 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.

Name of Public Library
Lake Geneva Public Library

I. PUBLIC LIBRARY SYSTEM STATE AID EXPENDITURES

Report how the state aid you received from your public library system was spent. These expenditures are also to be included in "Public Library Annual Report" PI-2401, Section VI and Section VII. Do not report here any other state funds received by the library.

	Annual Totals
1. Salaries and Wages	\$0
2. Employee Benefits	\$0
3. Library Collection Expenditures	\$0
4. Contracts for Services from Other Libraries (Include contracts with other libraries, municipalities and systems here. Indicate Service Provider.)	
Provider	Amount
_____	_____
_____	_____
_____	_____
Subtotal 4	_____
5. Other Operating Expenditures	\$0
6. Total Capital Expenditures	\$0
7. Total Expenditures	_____

II. PUBLIC LIBRARY SYSTEM STATE AID BALANCE

	Annual Totals
1. Total public library system state aid received in 2000	\$0
2. Total public library system state aid carried over from 1999 (Must agree with last year's report)	\$0
3. Total public library system state aid expended in 2000	\$0
4. Public library system state aid balance (Amount carried forward to 2001)	\$0