



I. GENERAL INFORMATION					
1. Name of Library Vaughn Public Library			2. Public Library System Northern Waters Library Service		
3a. Head Librarian First Name Sarah	3b. Head Librarian Last Name Adams	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 07/31/2027	
6a. Street Address 502 W. Main St.	6b. Mailing Address or PO Box 502 W. Main St.	7. City / Village / Town Ashland	8a. ZIP 54806	8b. ZIP4 1584	9. County Ashland
10. Library Phone Number 7156827060	11. Fax Number (715) 257-6042	12. Library E-mail Address of Director sadams@vaughnlibrary.org			
13. Library Website URL vaughnlibrary.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 15,715	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 134723188	

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	50		
19b. Number of winter weeks	26		
19c. Summer hours open per week	50		
19d. Number of summer weeks	26		
19e. Total weeks per year	52		
19f. Total hours per year for this location	2,600		

PUBLIC SERVICES COVID-19	
Closed Outlets Due to COVID-19	No
Public Services During COVID-19	Yes
Electronic Library Cards issued during COVID-19	Yes
Reference Service During COVID-19	Yes
Outside Service During COVID-19	Yes
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



II. LIBRARY COLLECTION		
	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	29,168	1,443
2. Electronic Books <i>E-books</i>	172,642	
3. Audio Materials	3,576	93
4. Electronic Audio Materials <i>Downloadable</i>	69,439	
5. Video Materials	5,312	210
6. Electronic Video Materials <i>Downloadable</i>	0	
7. Other Materials Owned <i>Describe</i> Traveling backpacks/stem kits	38	
8a. Electronic Collections <i>Locally Owned or Leased</i>	0	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	1	
8c. Electronic Collections <i>Provided through BadgerLink</i>	63	
9. Total Electronic Collections <i>Local, regional, and state</i>	64	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	51	

III. LIBRARY SERVICES				
1. Circulation Transactions		c. Circulation of Other Physical Items (subset of 1a.)		2. Interlibrary Loans
a. Total Circulation	b. Children's Materials			a. Items Loaned <i>Provided to</i>
69,935	25,970	147		b. Items Received <i>Received from</i>
				11,408

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)			9,350	10,660	
WISCAT			450	748	
Other (includes OCLC, manual tracking or other methods)					

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
2,848	2,055	4,903	No	Survey Week(s)	3,750	Survey Week(s)	40,750

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	
19	16		Actual Count	4,346	Actual Count	54,118	

8. Website Visits	9. Electronic Collection Retrieval			
30,604	a. Local	b. Other	c. Statewide	d. Total
	0	707	0	707

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
14,125	17,978	17	32,120	2,813

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	86	25	8	19		138
Total Attendance	873	291	117	453		1,734

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	86	25	8	19	
Total Attendance	873	291	117	453	
Number of Programs	133	5		138	
Total Attendance	1,474			1,734	

11i. Describe the library's in-person programs: Story Time, Book Clubs, Crafts, Performers

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						
Total Live Virtual Attendance						
Total views of live programs that were recorded and posted for asynchronous viewing						

12g. Which platforms does the library use to host the library's live, virtual programs:

12h. Describe the library's 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						
Total Pre-Recorded Program Views						

13g. Which platforms does the library use to host the library's pre-recorded programs:

13h. Describe the library's 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. Michelle	Jardin	822 3rd Avenue East	Ashland	54806-3043	jardinemichelle@live.com
2. Dina (Dinny)	Bolka	61679 Hegstrom Road	Ashland	54806-4204	bolkas@centurylink.net
3. Megan	Robertson	700 5th Ave E	Ashland	54806-3213	mrobertson@sdak12.net
4. Jim	Crandall	10860 N Loop Rd	Drummond	54832	james.crandall@bayfieldco
5. Clarence	Campbell	1014 Chapple Avenue	Ashland	54806-2938	clarence.campbell@co.ashl
6. Sarah	Jackson	704 12 Avenue West	Ashland	54806-2147	ward3@coawi.org
7. Mary	Ashbach	527 7th Street West	Ashland	54806	maryasbach@gmail.com
8. Sheva	Abeles-Allison	705 11th Ave West	Ashland	54806	eabelesallison@sdak12.ne
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
No. of Library Board Members Include vacancies in this count		8			

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	Ashland	\$312,000
Subtotal 1		\$312,000

2. County

a. Home County Appropriation for Library Services	Subtotal 2a	\$59,637
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b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Bayfield	\$84,113		
Iron	\$4,263		
Price	\$428		
Subtotal 2b			\$88,804

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
COLLECTION DEVELOPMENT GRANT	\$930	WLA SCHOLARSHIP	\$0
WLA MEMBERSHIP GRANT	\$191	WAPL SCHOLARSHIP	\$0

b. Funds Carried Forward from Previous Year		c. Other State Funded Program	6,350
Subtotal 3			\$7,471

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

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

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

Name	Amount	Name	Amount
Subtotal 5			

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.	\$132,131
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7. All Other Operating Income	\$26,063
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8. Total Operating Income Add 1 through 7	\$626,106
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9. What is the current year annual appropriation provided by governing body(ies) for the public library?	\$316,000
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10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)	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 Include maintenance, security, plant operations \$236,440		2. Employee Benefits Include maintenance, security, plant operations \$100,723			
3. Library Collection Expenditures					
a. Print Materials \$24,359	b. Electronic Materials \$2,543	c. Audiovisual Materials \$8,533	d. All Other Library Materials \$0	Subtotal 3 \$35,435	
4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.					
Provider		Amount		Provider	Amount
NWLN Consortium fees		\$16,083		Badgernet	\$1,200
Movie License		\$354		Marketing	\$56
Software Updates		\$1,114		BookPages	\$99
Delivery		\$600			
WisCat		\$100			
WiscNet		\$345			
				Subtotal 4	\$19,951
5. Other Operating Expenditures					\$58,012
				6. Total Operating Expenditures Add 1 through 5	\$450,561
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 <i>Do not report any expenditures reported above. Provide a brief description of any expenditures.</i>			
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 \$0	3. Rent Paid to Municipality/County \$0	Total Revenue \$0	Total Expenditure \$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 \$103,182

IX. TRUST FUNDS

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

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)	\$65,124	40.00	Maintenance	Other	\$40,073	30.00
Librarian	Librn. no-MLS	\$45,864	40.00				
Librarian	Librn. no-MLS	\$45,864	40.00				
Librarian	Librn. no-MLS	\$16,234	20.00				
Librarian	Librn. no-MLS	\$15,912	20.00				
Page	Other	\$3,465	10.00				
Page	Other	\$4,177	10.00				

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.

a. Persons Holding the Title of Librarian

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

1.00

Other Persons Holding the Title of Librarian (FTE)

3.00

Subtotal 2a

4.00

b. All Other Paid Staff (FTE)

Include maintenance, plant operations, and security

1.25

c. Total Library Staff (FTE)

5.25

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>			33,481
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		368	11,552
3. Circulation to Nonresidents Living in Another County in the Library System		3,626	17,601
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System		0	97
5. Circulation to All Other Wisconsin Residents		23	6. Circulation to Persons from Out of the State
		214	
7. Are the answers to items 1 through 6 based on actual count or survey/sample?		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)?	
Actual		No	
		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	
Name of County		Circulation	
a. Bayfield	16,907	f.	
b. Iron	518	g.	
c. Price	97	h.	
d. Sawyer	13	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>		3. Is the library CIPA compliant?	
1b. Does your library provide external wireless access on the library grounds or from a mobile unit such a bookmobile? Yes		Yes a. State TEACH line		No	
		No b. Other broadband connection Local, cable, telco, community network, etc.			

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		8			
Total Self-Directed Activity Participation		192			
		d. Adult (19+)		e. General Interest (all ages)	
				f. Total	
Number of Self-Directed Activities				8	
Total Self-Directed Activity Participation				192	
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		b. Last Name		c. Email Address	
Hannah		Sorensen		hsorensen@vaughnlibrary.org	
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		b. Last Name		c. Email Address	
Sarah		Adams		sadams@vaughnlibrary.org	

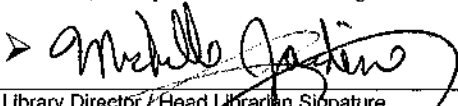
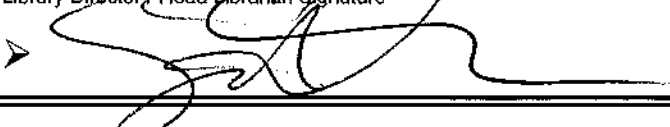
XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

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 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 Michelle Jardin e	Date Signed 2/9/2023
Library Director / Head Librarian Signature 	Library Director / Head Librarian Print or type Sarah Adams	Date Signed 2/10/23

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

Ashland

The Vaughn Public Library Board of Trustees hereby states that in 2022 the Northern Waters 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

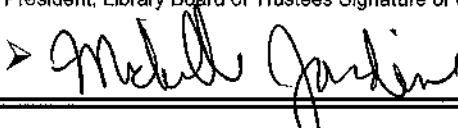
Explanation of library board's response. *Attach additional sheets if necessary.*

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
	Michelle Jardine	2/9/2023

COMMENTS

SECTION_II

6. Electronic Video Materials (downloadable)

OD no longer supplies video services--2023-02-09

8b. Other Electronic Collections (purchased by library system or consortia)

the system reduced the available collections this year--2023-02-09

Total Local and other databases

the system reduced the available collections this year--2023-02-09

SECTION_III

3c. Registered Users

At the end of 2022 inactive card holders were purged resulting in a lower patron count.--2023-01-25

SECTION_VI

b. Electronic Materials

They are the same--2023-02-06