



INSTRUCTIONS: Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2024 are due to the DPI Division for Libraries and Technology no later than March 1, 2025.

I. GENERAL INFORMATION

1. Name of Library Ellsworth Public Library		2. Public Library System IFLS Library System			
3b. Head Librarian First Name Tiffany	3c. Head Librarian Last Name Meyer	4a. Certification Grade Grade 2	4b. Certification Type Regular	5. Certification Expiration Date 04/01/2029	
6a. Street Address 388 W. Main St.	6b. Mailing Address or PO Box 388 W. Main St.	7. City / Village / Town Ellsworth	8a. ZIP 54011	8b. ZIP4 5094	9. County Pierce
10. Library Phone Number 7152733209	11. Fax Number (715)273-3209	12. Library E-mail Address of Director tmeyer@ellsworthlibrary.org			
13. Library Website URL www.ellsworthlibrary.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 11,649	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	50	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week	0	0	0
19d. Number of summer weeks	0	0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	2,600	0	0

II. LIBRARY COLLECTIONS							
			a. Number Owned / Leased	b. Number Added			
1. Books in Print			18,407	840			
2. Physical Subscriptions			34				
3. Physical Audio Materials			1,365	12			
4. Physical Video Materials			2,961	139			
5. Other Physical Materials			414				
6. Total Physical Items in Collection			23,147				
			Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State		
7. E-books			No	Yes	No		
8. E-serials			No	Yes	No		
9. E-audio			No	Yes	No		
10. E-video			No	No	No		
11. Research Databases			No	Yes	Yes		
12. Online Learning Platforms			No	Yes	Yes		
III. LIBRARY SERVICES							
1. Physical Circulation Transactions			2. Interlibrary Loans				
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>			
63,161	31,214	1,414	15,314	16,912			
			Method for Counting ILL Transactions	Total 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)							
WISCAT							
Other (includes OCLC, manual tracking or other methods)							
3. Electronic Content Circulation Transactions							
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials		
5,215	1,059	8,163	0	947	14,437		
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions		7. Library Visits	
a. Resident	b. Nonresident	c. TOTAL	No	a. Method	b. Annual Count	a. Method	b. Annual Count
914	1,648	2,562		Survey Week(s)	1,347	Actual Count	41,678
8. Uses of Public Internet Computers				9. 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		
13	10	Actual Count	2,261	Actual Count	10,471		

LIBRARY PROGRAMS AND ATTENDANCE

Total In-Person and Live, Virtual Statistics by Age

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	53	30	4	67	32
Total Attendance	1,007	724	34	875	1,643

Total Program Statistics by Program Category

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	114	72	0	4	
Total Attendance	2,162	2,120	1		
Total Program Views				467	

Describe the library's in-person programs:

storytime, LEGO at the Library, Discover Together Tuesdays with the senior center, music, summer performers, robotics, senior outreach, artist receptions, school field trips, centennial events, Spanish for Beginners

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

Zoom, YouTube

Describe the library's live, virtual programs:

author visits via Zoom

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

YouTube

Describe the library's pre-recorded programs:

Mystery Quilt slide show

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. Judy	Perkins	440 West Elm St.	Ellsworth	54011	riffraft12@hotmail.com
2. Laurie	Neeley	647 Old West Main St.	Ellsworth	54011	laurie@villageofellsworth.c
3. Henri	Jansa	N5781 Cty. Rd. J	Ellsworth	54011	hjansa@yahoo.com
4. Carter	Schutz	636 W. Giana Ct.	Ellsworth	54011	schutzc14@gmail.com
5. Angie	Bjork	560 N. Maple St.	Ellsworth	54011	bjorka@ellsworth.k12.wi.u
6. Sharon	Hofmeister	509 South St.	Ellsworth	54011	shofmeis10@gmail.com
7. Michael	Harris	365 S. Walnut St.	Ellsworth	54011	docmdh3@gmail.com
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

No. of Library Board Members
Include vacancies in this count

7

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>			44,523
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
2. Circulation to Nonresidents Living in the Library's County		899	41,098
3. Circulation to Nonresidents Living in Another County in the Library System		660	1,252
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System		0	0
5. Circulation to All Other Wisconsin Residents		0	6. Circulation to Persons from Out of the State
			614
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	
a. Dunn		63	
b. Pepin		217	
c. St. Croix		413	
d.			
e.			

XII. TECHNOLOGY (Not included in 2024 Report)

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

1. Self-directed Activities: *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.*

	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	2	15	13
Total Self-Directed Activity Participation	382	625	175
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	7	28	65
Total Self-Directed Activity Participation	288	1,992	3,462

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
Caroline	Herfindahl	cherfindahl@ellsworthlibrary.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
Caroline	Herfindahl	cherfindahl@ellsworthlibrary.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 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
➤ 	Judy Perkins	2-18-25
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
➤ 	Tiffany Meyer	2/18/25

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

Pierce

The Ellsworth Public Library Board of Trustees hereby states that in 2024 the IFLS Library System
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.

In 2024, our library was particularly appreciative of IFLS Library System for: a broad range of training opportunities for library staff, both foundational knowledge needed for new team members and deeper dives into specialized areas; assistance with technology purchases, troubleshooting, and upgrades; and help with interlibrary loan questions. We are always appreciative of the system's courier coordination, cataloging work, and general availability to help answer questions about accessibility, policy, best practices, and so much more.

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
➤ <i>Judy Perkins</i>	Judy Perkins	2-18-25

COMMENTS

SECTION III

6a. Method Used to Count Reference Transactions

The number of reference transactions from 2023 was misreported. The number should have been 801. We are actually seeing an increase in reference transactions this year, which could have to do with the slightly different times of year the data was collected or the fact that we are continuing to see an increase in library visits and new cardholders.--2025-02-13

6b. Reference Transactions

The number of reference transactions from 2023 was misreported. The number should have been 801. We are actually seeing an increase in reference transactions this year, which could have to do with the slightly different times of year the data was collected or the fact that we are continuing to see an increase in library visits and new cardholders.--2025-02-13

SECTION VI

Total Operating Expenditures

There is a \$22,744 difference in operating income and operating expenditures. This amount will be confirmed with the auditor this spring and will likely be carried forward for capital expenditures.--2025-02-12

Other Library Funds

Total Amount of Other Funds at End of Year

It is thought that there is an additional \$17,130 that remains from a duplicate transfer made on 5/30/23 for a construction payment. This will be confirmed with the auditor in 2025 and carried forward for capital expenditures.--2025-02-13