

POLICY TITLE: Service Fees for Out-of-County, Out-of-System Usage.

ADOPTION/LAST REVISION: Adopted 10/10/95; Revised 10/10/06; Revised 5/18/21

A. Purpose

The purpose of this policy is to establish guidelines for initiating charges to counties from other public library systems for cross-county usage.

B. Reimbursement

Counties in other public library systems whose residents generate considerable usage at the Marshfield Public Library are expected to provide reimbursement for use.

ERMPL recognizes that some cross-county traffic is anticipated for any public library. MPL will continue to provide service, without anticipated reimbursement, to any out-of-system county that does not exceed 1,000 circulations per year by its residents (after deducting any circulations to Marshfield residents by public libraries in that county).

Counties whose residents exceed the above rate, will be charged for all circulations over 1,000 at the current cost per circulation at ERMPL.

C. Subscription Fees

If affected counties do not choose to pay the reimbursement, a subscription fee per household shall be applied. The Library Board of Trustees sets the fee for a household card based upon the average circulation per household times the current cost per circulation.

REFERENCES:

State Statute 43.17 (11) provides for charges for service in an adjacent public library system. The cost of such charges may not exceed the actual costs incurred by the public library in providing such service. The cost of service shall be calculated by multiplying the cost per circulation (operations cost divided by total circulations) times the circulations (minus 500 circulations to the system involved) to persons residing in that county or municipality.

43.12 County payment for library services.

(1) By March 1 of each year, a county that does not maintain a consolidated public library for the county under s. 43.57 and that contains residents who are not residents of a municipality that maintains a public library under s. 43.52 or 43.53 shall pay to each public library in the county and to each public library in an adjacent county, other than a county with a population of at least 750,000 an amount that is equal to at least 70% of the amount computed by multiplying the number of loans reported under sub. (2) by the amount that results from

dividing the total operational expenditures of the library during the calendar year for which the number of loans are reported, not including capital expenditures or expenditures of federal funds, by the total number of loans of material made by the public library during the calendar year for which the loans are reported. The library board of the public library entitled to a payment under this subsection may direct the county to credit all or a portion of the payment to a county library service or library system for shared services.

43.12(2)

(2) By July 1 of each year, each public library lying in whole or in part in a county shall provide a statement to the county clerk of that county and to the county clerk of each adjacent county, other than a county with a population of at least 750,000, that reports the number of loans of material made by that library during the prior calendar year to residents of the county, or adjacent county, who are not residents of a municipality that maintains a public library under s. 43.52 or 43.53 and the total number of loans of material made by that library during the previous calendar year.