

**~~2016~~2017 Resource Library Agreement**  
Outagamie Waupaca Library System  
Appleton Public Library

**Article I: General**

The Outagamie Waupaca Library System Board and the Board of the Appleton Public Library do hereby enter into an agreement as authorized by Chapter 43.16, *Wisconsin Statutes*, for the purpose of designating the Appleton Public Library a resource library for the Outagamie Waupaca Library System. This agreement shall become effective January 1, ~~2016~~2017 and shall render any earlier resource library contract null and void.

**Article II: Definitions**

For the purposes of this agreement:

- (1) Outagamie Waupaca Library System Board is the body established by the Boards of Supervisors of Outagamie County and Waupaca County in accordance with Section 43.19 of the *Wisconsin Statutes*.
- (2) Outagamie Waupaca Library System, hereinafter known as OWLS, is the agency established under Section 43.15 of the *Wisconsin Statutes* and operating under the System Board to provide and administer the public library system for Outagamie and Waupaca Counties.
- (3) The Appleton Public Library Board is the body, established under the provisions of Section 43.54 of the *Wisconsin Statutes*, that administers the Appleton Public Library.
- (4) The Appleton Public Library, also known as APL, is the agency established under Section 43.52 of the *Wisconsin Statutes* by the City of Appleton to provide municipal public library service.
- (5) OWLSnet is a program established by OWLS to provide a shared, integrated library automation system to OWLS and Nicolet Federated Library System member libraries.

**Article III: Resource Library Responsibilities**

It is mutually agreed that the Appleton Public Library shall:

- (1) Provide backup reference and interlibrary loan services to all public libraries participating in the system, including the development of and access to specialized collections, in accordance with *Wisconsin Statutes* s. 43.24(2)(b).
- (2) Select and add up to \$21,000 worth of materials, paid for by OWLS, to the collection to enhance the Resource Library's ability to serve as a resource for the entire system and OWLSnet.
- (3) Allow OWLS to connect staff workstations to APL's local area network.

- (4) Collaborate with OWLS to make effective use of the OWLS-funded Internet connection shared by Appleton Public Library and OWLS.
- (5) Cooperate with OWLS to provide continuing education to Appleton Public Library staff, OWLS staff, and system library staff, in accordance with *Wisconsin Statutes* s.43.24(2)(e).
- (6) Allow OWLS to use its Board Room, whenever available, for staff, board, or other library-related meetings. In addition, APL shall allow OWLS to book its public meeting rooms on the same basis as APL staff books public meeting rooms.
- (7) Cooperate with OWLS to create and evaluate content for InfoSoup.
- (8) Provide space for OWLS operations under terms and conditions agreed upon by the APL Board and OWLS Board.
- (9) Collaborate with OWLS to facilitate the use of CONTENTdm or a similar content management system to organize and make accessible in digital format unique local library resources.
- (10) Collaborate with OWLS to unpack and sort library materials sent to APL through the library system and statewide delivery services as efficiently as possible. This collaboration may include the use of APL's automated materials handling equipment to sort materials.
- (11) Contribute up to \$10,000 toward the purchase of digital content through the Overdrive Advantage program.
- (12) Contribute ~~\$21,317~~\$24,920 to the Wisconsin Public Library Consortium's statewide digital media buying pool.
- (13) Provide Overdrive website e-mail support to APL and other OWLS member library patrons.

#### **Article IV: OWLS Responsibilities**

It is mutually agreed that OWLS shall:

- (1) Pay all interlibrary loan charges for borrowing materials from libraries outside of the system or OWLSnet.
- (2) Pay all costs (approximately \$3,400 in ~~2016~~2017) to provide access for APL staff and patrons to resource sharing software for items outside of OWLSnet.
- (3) Pay approximately \$67,000 to provide access to mutually agreed upon electronic resources from Bookletters, Ebsco, Overdrive, ProQuest, Recorded Books, ~~and~~ Tumblebooks, ~~and~~ Zinio.

- (4) Fund the acquisition of up to \$21,000 worth of materials to be added to APL's collection to enhance APL's ability to serve as a resource for the entire system and OWLSnet.
- (5) On behalf of APL, request ~~\$139,668~~\$131,707 from adjacent counties as compensation for the extension of intersystem services in ~~2014~~2015.
- (6) Maintain its membership in the Wisconsin Public Library Consortium (approximately ~~\$4,000~~\$4,300 in ~~2016~~2017) in order to provide access to Overdrive and other digital resources available through the Consortium.
- (7) Collaborate with Appleton Public Library to make effective use of the Internet connection shared by APL and OWLS. Furthermore, OWLS agrees to pay the full cost of providing not less than ~~100~~500 mbps of bandwidth for the shared Internet connection (at a cost of approximately \$20,000).
- (8) Cooperate with Appleton Public Library to provide continuing education to APL staff, OWLS staff and system library staff, in accordance with *Wisconsin Statutes* s.43.24(2)(e).
- (9) Provide Appleton Public Library staff with at least \$3,500 in continuing education scholarships.
- (10) Provide approximately 10 hours per week of assistance to APL to retrieve shelved materials that have been placed on hold by patrons or other libraries, as requested by APL.
- (11) Collaborate with APL to sort and pack library materials sent by APL through the library system and statewide delivery services as efficiently as possible. This collaboration may include the use of APL's automated materials handling equipment to sort materials.
- (12) Occupy space in Appleton Public Library for OWLS operations under terms and conditions agreed upon by the APL Board and OWLS Board.
- (13) ~~Pay annual maintenance charges for~~ Provide CONTENTdm or a similar content management system ~~(approximately \$3,500 in 2016)~~ and collaborate with APL to organize and make accessible in digital format unique local library resources.
- (14) Pay software licensing fees for antivirus software for Appleton Public Library's staff and public computers.
- (15) Provide APL with up to \$6,000 of printing and photocopying services. Additional printing or photocopying will be billed at OWLS prevailing rates.

## Article V: Mutual Understandings

It is mutually understood and agreed that:

- (1) Implementation of this agreement is consistent with the provisions of Wisconsin law. Should any part of this agreement become inconsistent with any state law, the State of Wisconsin law shall take precedence over this agreement.
- (2) This contract shall continue in force through December 31, ~~2016~~2017 and shall expire thereafter, unless it is automatically extended for a period not to exceed one year in accordance with *Wisconsin Statutes* s. 43.16.
- (3) This contract may be amended at any time as is mutually agreeable to both parties.

For the Appleton Public Library:

\_\_\_\_\_  
(President) (Date)

For the Outagamie Waupaca Counties  
Federated Library System:

\_\_\_\_\_  
(President) (Date)