



Wisconsin Department of Public Instruction

**PUBLIC LIBRARY ANNUAL REPORT**

PI-2401 (Rev. 01-25)

S. 43.05(4) & 43.58(6)

**FOR THE YEAR 2024**

**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 Columbus Public Library		2. Public Library System South Central Library System		
3b. Head Librarian First Name Amanda	3c. Head Librarian Last Name Wakeman	4a. Certification Grade Grade 2	4b. Certification Type Regular	5. Certification Expiration Date 6/30/2027
6a. Street Address 223 W. James St.	6b. Mailing Address or PO Box 223 W. James St.	7. City / Village / Town Columbus	8a. ZIP 53925	8b. ZIP4 1572
9. County Columbia		12. Library E-mail Address of Director amanda@columbuspubliclibrary.info		
10. Library Phone Number 9206235910	11. Fax Number (920)623-5928	13. Library Website URL www.columbuspubliclibrary.info		
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? <b>Yes</b>		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? <b>No</b>		
20. Square Footage of Public Library 6,200	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	52	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	2,704	0	0

		II. LIBRARY COLLECTIONS			
				a. Number Owned / Leased	b. Number Added
1. Books in Print				23,840	1,284
2. Physical Subscriptions				33	
3. Physical Audio Materials				1,732	108
4. Physical Video Materials				3,082	80
5. Other Physical Materials				362	
6. Total Physical Items in Collection				29,016	
		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		Yes	No	Yes	
12. Online Learning Platforms		Yes	No	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>	
57,672	30,015	746	18,271	26,329	
			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
6,045	1,263	7,451	0	1,151	14,759
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count
2,162	1,544	3,706	No	Survey Week(s)	3,962
7. Library Visits					
a. Method			b. Annual Count		
Actual Count			67,146		
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
7	6	Actual Count	3,077	Actual Count	56,048

	<b>LIBRARY PROGRAMS AND ATTENDANCE</b>	
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**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	191	76	21	128	29
Total Attendance	3,839	1,590	223	1,624	2,394

**Total Program Statistics by Program Category**

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	305	102	38	0	
Total Attendance	4,971	4,279	420		
Total Program Views				0	

Describe the library's in-person programs:

Young Children- storytime, babies on blankets, toddler yoga, music & motion Children- STEAM club, Pokemon, legos, crafters, history club, writing club Young Adult- monthly teen group Adult- 4 book clubs, tech classes, piano classes, mindfulness, and a variety of presenters each month General Interest- Summer Library program presenters and musicians

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

Zoom

Describe the library's live, virtual programs:

Most adult programs are held live and virtual for an expanded audience. Two book clubs, genealogy, and mindfulness meditation are all available monthly via Zoom.

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

n/a

Describe the library's pre-recorded programs:

n/a

## 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
<b>PRESIDENT</b>					
1. Peter	Kaland	1340 Waterloo St.	Columbus	53925	pjkaland@charter.net
2. Sue	Salter	229 Hometown Ave	Fall River	53932	ssalter67@gmail.com
3. Merry	Anderson	540 Hamilton St	Columbus	53925	merryk6644@gmail.com
4. Dana	Pike	W758 Riverview Ct	Fall River	53932	dpike@columbus.k12.wi.us
5. Jim	Schieble	430 W Prairie St	Columbus	53925	faithbassed@outlook.com
6. Shirley	Berkley	109 Vista Cir.	Columbus	53925	curlyberkley56@gmail.com
7. Deb	Haeffner	426 W Mill St	Columbus	53925	debh22@gmail.com
8. Nora	Vieau	317 Turner St	Columbus	53925	nora.brawner@gmail.com
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	Columbus	\$295,000
Subtotal 1		\$295,000

## 2. County

## a. Home County Appropriation for Library Services

Subtotal 2a \$96,084

## a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Dodge	\$42,798		
Sauk	\$82		
Dane	\$8,375		
Subtotal 2b			\$51,255

## 3. State Funds

## a. Public Library System State Funds

Description	Amount	Description	Amount
SCLS Youth Literacy Grant	\$450		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0

Subtotal 3 \$450

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

Program or Project	Amount
LTCAccess: American Library Association- Libraries Transforming Communities	\$10,000
LSTA SCLS Continuing Education	\$297
Subtotal 4	\$10,297

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

Name	Amount	Name	Amount
	\$0		
Subtotal 5	\$0		

## 6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above.

\$0

## 7. All Other Operating Income

\$26,112

## 8. Total Operating Income Add 1 through 7

\$479,198

## 9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$300,000

## 10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

Yes

**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

\$264,775

2. Employee Benefits Include maintenance, security, plant operations

\$73,594

3. Library Collection Expenditures

a. Print Materials

\$20,439

b. Electronic Materials

\$1,591

c. Audiovisual Materials

\$1,926

d. All Other Library Materials

\$698

Subtotal 3

\$24,654

4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.

Provider	Description	Type	Amount
Overdrive	SCLS Overdrive	Contract	\$2,443
Overdrive Magazines	SCLS Overdrive Magazines	Contract	\$167
Overdrive Advantage	SCLS Overdrive Advantage	Contract	\$231
Delivery	SCLS Delivery	Contract	\$6,291
ILS & Tech	SCLS ILS & Tech	Contract	\$22,712

Subtotal 4 \$31,844

5. Other Operating Expenditures

\$64,816

6. Total Operating Expenditures Add 1 through 5

\$459,683

7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?

\$10,297

**VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT**

1. 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	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**

1. Total Amount of Other Funds at the End of Year

\$591,544

**IX. FUNDS PAID OR TRANSFERRED TO THE  
LIBRARY BOARD FINANCIAL SECRETARY**

1. Total Amount of Section IX Funds at End of Year

\$0

	<b>X. STAFF</b>	
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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.

[illegible]

	<b>X. STAFF (cont'd.)</b>	
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[illegible]

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	c. Total Library Staff (FTE)
0.00	2.70	2.70	3.65	6.35



**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>			28,124
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	638	19,351	19,989
3. Circulation to Nonresidents Living in Another County in the Library System	364	2,079	2,443
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	199	5,438	5,637
5. Circulation to All Other Wisconsin Residents	55	6. Circulation to Persons from Out of the State	0
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)?	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	
Actual	No	No	
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. Adams	0	f. Marquette	10
b. Dane	2,057	g. Sauk	8
c. Dodge	5,428	h.	
d. Green Lake	0	i.	
e. Juneau	0	j.	
<b>XII. TECHNOLOGY (Not included in 2024 Report)</b>			

**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	21	15	3
Total Self-Directed Activity Participation	62	373	75
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	0	2	41
Total Self-Directed Activity Participation	0	66	576
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	
Helen	Wirka	helen@columbuspubliclibrary.info	
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	
Catherine	Brick	catherine@columbuspubliclibrary.info	

#### 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
	Peter Kaland	
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Amanda Wakeman	

## 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

Columbia

The Columbus Public Library Board of Trustees hereby states that in 2024 the South Central 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](mailto:LibraryReport@dpi.wi.gov).

The Columbus Public Library Board and Director maintain that they receive excellent service from the consultants and staff of SCLS.

## 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

➤

Peter

Kaland

COMMENTS

SECTION\_II  
2. Physical Subscriptions  
Due to the lack of checkouts and the addition of digital magazines, we have cut back the number of serials we subscribe to.--2025-01-29  
3a. Physical Audio Materials (end-of-year total)  
We significantly cut back on our amount of music CDs--2025-01-29  
SECTION\_VI  
b. Electronic Content  
Due to the lack of usage, we cut back on our expenditures for databases and learning platforms--2025-01-29  
c. Audiovisual Materials  
Due to the amount of movies that go to streaming, we cut back on the amount we spent on physical materials--2025-01-29  
d. All Other Library Materials  
We added a small collection of board games and puzzles to our collection this year--2025-01-29  
  
Participation in Drop-in Activities for Adults 19+  
We previously did adult craft take and make projects. We have scaled back from doing them in favor of more in-person classes.--2025-01-30