

**MEMBERSHIP AGREEMENT**  
**Kaukauna Public Library**  
**Outagamie Waupaca Library System**

**Article I: General**

The Outagamie Waupaca Counties Federated Library System Board and the Board of the Kaukauna Public Library, located in the City of Kaukauna, County of Outagamie, do hereby enter into an agreement as authorized by Chapter 43, *Wisconsin Statutes*, for the purpose of participating in the Outagamie Waupaca Counties Federated Library System. This agreement shall become effective upon signing of the agreement by both parties and shall render any earlier membership agreement null and void.

**Article II: Definitions**

For the purposes of this agreement:

- (1) Outagamie Waupaca Counties Federated Library System Board, also referred to as the System Board, is the body established by the Board of Supervisors of Outagamie County and Waupaca County in accordance with Section 43.19 of the *Wisconsin Statutes*.
- (2) Outagamie Waupaca Counties Federated Library System, also referred to as the System, is the organization 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 Kaukauna Public Library Board is the body, established under the provisions of Section 43.54 of the *Wisconsin Statutes* that administers the Kaukauna Public Library.
- (4) The Kaukauna Public Library is the agency established under Section 43.52 of the *Wisconsin Statutes* by the City of Kaukauna to provide municipal public library service.
- (5) Plan of Service is the published document describing the program and budget for library service to be carried out by the System, required by the Department of Public Instruction in accordance with Section 43.17(5) of the *Wisconsin Statutes* and adopted by the System Board.

**Article III: Eligibility for Membership**

The Kaukauna Public Library Board certifies that the Kaukauna Public Library:

- (1) Is established and organized under the provisions of Section 43.52 and Section 43.54 of the *Wisconsin Statutes*;
- (2) Is located in Outagamie County;
- (3) Is authorized by its municipal governing body to participate in the System;

- (4) Provides to any resident of Outagamie County or Waupaca County the same library services, on the same terms that are provided to the residents of the City of Kaukauna in accordance with Section 43.15(4)(c)(4) of the *Wisconsin Statutes*;
- (5) Employs a head librarian holding certification required by the Department of Public Instruction;
- (6) Is open to the public an average of at least 20 hours each week;
- (7) Annually spends at least \$2,500 on library materials.

#### **Article IV: Local Library Participation**

The Kaukauna Public Library Board agrees that the Kaukauna Public Library shall:

- (1) Participate in system activities as described in the System's Plan of Service;
- (2) Lend library materials to other system member libraries in compliance with *Wisconsin Statutes* s. 43.15(4)(c)(4);
- (3) Provide to the System:
  - (a) Notice of each Kaukauna Public Library Board meeting;
  - (b) Minutes of each Kaukauna Public Library Board meeting;
  - (c) A copy of any library planning documents adopted by the Board;
  - (d) Such service records and financial records as may be required by the Department of Public Instruction;
- (4) Honor the valid borrower's cards of public libraries in adjacent public library systems in compliance with *Wisconsin Statutes* s. 43.17(10) unless services are refused in accordance with *Wisconsin Statutes* s. 43.17(11);
- (5) Comply with all agreements between the System Board and other library agencies unless written notice of intent not to comply has been provided to the System Board.

#### **Article V: System Participation**

The Outagamie Waupaca Counties Federated Library System shall:

- (1) Provide services to the Kaukauna Public Library described in the System's Plan of Service or required by Section 43.24(2) of the *Wisconsin Statutes*. System services shall include, but not be limited to, the following:
  - (a) Referral and routing of reference and interlibrary loan requests throughout the State of Wisconsin as expeditiously as possible and in accordance with standard interlibrary loan practices and protocols;

- (b) Operation and development of a shared automation network;
  - (c) Training and assistance in using technology and electronic information resources;
  - (d) Delivery services among system member libraries;
  - (e) Continuing education programs and scholarships;
  - (f) Professional consultant services provided by system staff and project consultants;
  - (g) Promotion and facilitation of inclusive services;
  - (h) Service agreements with all adjacent library systems;
  - (i) Graphic design and reproduction services;
  - (j) Support for member library services provided to children and young adults;
- (2) Annually compensate the Kaukauna Public Library for providing library service to residents of Outagamie County living outside of municipalities with public libraries in accordance with the Library Service Plan for Outagamie County;
- (3) Annually coordinate requests for reimbursement for providing library service to residents of adjacent counties living outside of municipalities with public libraries in accordance with Section 43.12 of the *Wisconsin Statutes* and relevant intersystem and intrasystem agreements.
- (4) Engage in continuous planning in regard to library technology and the sharing of resources with member libraries and other types of libraries in the area as specified in Section 43.24(2)(L) and Section 43.24(2)(m) of the *Wisconsin Statutes*:
- (5) Provide to the Kaukauna Public Library:
- (a) Notice of each System Board meeting;
  - (b) Minutes of each System Board meeting;
  - (c) Copies of the System's Plan of Service and annual budget;
- (6) Provide to the Kaukauna Public Library any other services as are mutually agreeable.

**Article VI: 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) Membership in the System shall continue for the term of this agreement unless terminated by the Kaukauna Public Library according to the provisions of *Wisconsin Statutes s. 43.18*.
- (3) The System may reduce services to or expel, in accordance with *Wisconsin Statutes s. 43.18*, the Kaukauna Public Library if it fails to meet eligibility or participation requirements enumerated in this agreement.
- (4) This agreement shall continue in force from the date of signing through December 31, 2025 or until superseded by a new agreement. In the event that a new agreement has not been signed by December 31, 2025, the term of this agreement shall be automatically extended through December 31, 2026.
- (5) This agreement may be amended at any time as is mutually agreeable to both parties.

For the Kaukauna Public Library:

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

For the Outagamie Waupaca Counties  
Federated Library System:

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(President) (Date)