

Agreement between Bridges Library System and Waukesha Public Library for Resource Library Services during 2026

This agreement for the calendar year 2026 between the Bridges Library System and the Waukesha Public Library (WPL) is in accordance with the provisions of Chapter 43 of the Wisconsin Statutes, Chapter 11 of the Waukesha County Ordinances, the Waukesha County Library Services Plan, the Jefferson County Library Services Plan, and the Strategic Plan for the Bridges Library System.

I. Waukesha Public Library agrees to:

- A. Serve as the Resource Library of Bridges Library System.
- B. Provide backup reference services for Bridges Library System member libraries; that is, the Waukesha Public Library reference staff shall respond to reference questions directed to its reference staff by staff members in system member libraries. These questions may be submitted and answered by telephone, e-mail, fax, or other electronic format.
- C. Report on backup reference services (pursuant to Section I.B. above) and issue two reports—one before June 1 and one before December 31, 2026. Elements of the report shall be mutually agreed upon by WPL and Bridges Library System but shall include, at a minimum, the number of reference requests received from member libraries in the capacity as the Resource Library for the Bridges Library System.
- D. Manage the OverDrive and Hoopla support helpdesk for Bridges Library System responding to all patron requests for support within 24 hours.
- E. Report on OverDrive and Hoopla support requests (pursuant to Section I.D. above) and issue two reports—one before June 1 and one before December 31, 2026. Elements of the report shall include, at a minimum, the number and type of support requests received.
- F. Develop and provide access to training materials on library resources or services or general staff development topics for Bridges Library System member libraries.
- G. Report on training materials (pursuant to Section I.F. above) and issue two reports—one before June 1 and one before December 31, 2026. Elements of the report shall include, at a minimum, the number and type of training materials provided.
- H. Expend the funds provided pursuant to Section II. B. below on professional development items, materials recommended by Bridges staff, and/or electronic reference databases for the benefit of Bridges Library System to provide services required under this agreement.
- I. Report on titles purchased (pursuant to Section I.H. above) and issue quarterly reports throughout 2026.
- J. Comply with the provisions of the Americans with Disabilities Act.

II. BRIDGES LIBRARY SYSTEM agrees to:

- A. Provide payment in the amount of **\$16,000** to Waukesha Public Library for its personnel to provide services set forth in this agreement.
- B. Provide a payment in the amount of **\$4,000** to Waukesha Public Library for the purchase of books and electronic reference databases to provide backup reference services and professional development for member libraries.
- C. Comply with the provisions of the Americans with Disabilities Act.

III. Both parties agree:

- A. To determine, by December 1, 2026, the 2027 costs of personnel for backup reference services and OverDrive and Hoopla support.

IV. Other Provisions:

- A. Waukesha Public Library may not use funds provided by Bridges Library System pursuant to this agreement to substitute for local monies previously used for these purposes nor may Waukesha Public Library reduce its expenditures for any positions or materials included in the service covered by this agreement.
- B. Bridges Library System shall provide the total payment of **\$20,000** in equal quarterly installments upon receipt of the invoices from Waukesha Public Library.
- C. The services called for in this agreement shall be made available by Waukesha Public Library effective upon the signing of this agreement by both parties, and shall continue in force until the end of the calendar year. This agreement shall be subject to modification as may be mutually agreed to in writing.

IN WITNESS HERETO, the duly authorized agents of the parties affix their signatures.

NAME:

DATE OF SIGNING:

BRIDGES LIBRARY SYSTEM

By

President

Attest

Secretary

WAUKESHA PUBLIC LIBRARY

By

President

Attest

Secretary

10-15-25

10/15/2025