



W230 S9185 NEVINS ST
BIG BEND, WI 53103
(262) 662-3571

WWW.BIGBEND.LIB.WI.US

Notice of Availability of Public Records

Per 19.34 (1) Wisconsin Statutes

The Big Bend Village Library Board is an authority for purposes of record keeping as defined in Wisconsin Statutes 19.32 (1)

The Big Bend Village Library Board of Trustees has designated the Library Director as the legal custodian of the Big Bend Village Library Board's records, under Wisconsin Statutes 19.33 (4).

The positions of the Big Bend Village Library that constitute a local public office are the following: Library Board Members and Library Director.

Library records, as defined under 19.32 (2), may be requested and obtained from the Library Director through the Big Bend Village Library office, W230 S9185 Nevins Street, Big Bend, WI 53103, Monday through Friday, during regular Library hours excluding holidays.

Photocopies are \$0.15 per page black/white; \$0.25 color.

If the cost of locating a record exceeds \$50.00 (fifty dollars), that cost will be charged to the person making the request. Prepayment of any fees may be required if the total amount exceeds \$5.00 (five dollars).

Please note, Wisconsin Statutes 43.30 (1m) reads as follows: Records of any library which is in whole or in part supported by public funds, including the records of a public library system, indicating the identity of any individual who borrows or uses the library's documents or other materials, resources, or services may not be disclosed except by court order or to persons acting within the scope of their duties in the administration of the library or library system, to persons authorized by the individual to inspect such records, to custodial parents or guardians of children under the age of 16 under sub. (4), to libraries under subs. (2) and (3), or to law enforcement officers under sub. (5).

Approved by the Board of Trustees of the Big Bend Village Library on April 20, 2021