



Required by Wis. Stat. §§ 43.05(4) and 43.58(6)

I. GENERAL INFORMATION						
1. System Name Winnefox Library System		2. System Director Name Jeffery Gilderson-Duwe		3. Certification Grade Grade 1	4. Date Certification Expires 2025-03-01	
5. Street Address 106 Washington Ave.				6. Phone Area/No. (920) 236-5220	7. Fax Number Area/No. (920) 236-5228	
8. Mailing Address PO Box		9. System Website URL www.winnefox.org		10. Director System Email Address gilderson-duwe@winnefox.org		
11. City / Village / Town Oshkosh			12. County Winnebago		13. ZIP Code 54901-4985	
14. Number of Public Libraries Participating in the System 30	15. Does System Operate a Books-by-Mail Program No	16. Number of Bookmobiles Owned 0	17. Estimated System Area Public Library Registered Borrowers 101,447	18. DUNS Number 159320605		
II. SYSTEM COLLECTION						
	No. Owned / Leased	Number Added		No. Owned / Leased		No. Owned / Leased
1. Books in Print	3,391	140	4. Electronic Collections <i>Number available to members</i>	3	7. Licensed Electronic Video Materials <i>Units (copies) available to members</i>	575
2. Audio Materials	0	0	5. Licensed E-books <i>Units (copies) available to members</i>	158,252	8. Subscriptions <i>Exclude those in electronic format</i>	1
3. Video Materials	0	0	6. Licensed Electronic Audio Materials <i>Units (copies) available to members</i>	63,259		
III. SYSTEM SERVICES						
Circulation Transactions <i>Circulation includes items checked out by the system directly to the users. Count one for each item loaned directly to users from the system or any program administered by the system; e.g., bookmobiles, books-by-mail, etc. Do not count direct circulation from the system resource library or system member libraries.</i>			1. Total Circulation 0	2. Interlibrary Loans <i>System interlibrary loan transactions</i>		
				a. Items Loaned 0	b. Items Received 0	
3. System Electronic Resources Use <i>Number of uses of system licensed electronic resources</i>						
a. E-book 248,136		b. E-audio 170,687		c. E-video 244	d. Electronic Collection Retrievals 6,500	

IV. SYSTEM BOARD AND ORGANIZATION

List the members of the system 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 changes, indicate departing board members.

First Name	Last Name	Street Address	City	ZIP Code	Email Address
1. President Katherine	Freund	8306 Steeple Hill Drive	Larsen	54957	katherinee.freund@gmail.com
2. Bill	Bracken	1770 Chatham Drive	Oshkosh	54904	wgbrack13@gmail.com
3. Jerry	Letcher	Wedgewood Lane	Fond du Lac	54935	jerry.letcher@charter.net
4. Elizabeth	Eisen	1807 Brighton Beach Rd	Menasha	54952	peisen.wi@sbcglobal.net
5. Randy	Fieldhack	N2438 Forest Manor Ct	Neenah	54956	randyf@new.rr.com
6. Ken	Bates	W2806 Oak Terrace Lane	Markesan	53946	kennethbates@gmail.com
7. Vicki	Huffman	N5165 11th Rd.	Montello	53949	vjhawk@maqs.net
8. Elizabeth	Irish	929 Reddin Ave.	Neenah	54956	Irishb929@gmail.com
9. Kathleen	McGwin	N4519 County Y	Montello	53419	mcgwin@frontier.com
10. Donna	Kalata	W7634 Cottonville Lane	Wautoma	54982	web1@co.waushara.wi.us
11. Charlotte	Rebelein	530 N. Lockin Street	Brandon	53919	crebelein@yahoo.com
12. Andrew	Prellwitz	303 Howard Street	Ripon	54971	prellwitza@ripon.edu
13. Melissa	Kolstad	464 Mary Lee Dr	Fond du Lac	54935	mel@kolstad.net
14. Jim	Miller	N4073 S. Main St	Hancock	54943	
15. Di-Anne	Rengstorf	319 Parkway Dr	Winneconne	54986	drengstorf@att.net
16. Patti	Pieper	W7141 Sunny Knoll Rd	Dalton	53926	pattypieper@gmail.com
17. Michael	Will	426 Chapleau Street	North Fond du Lac	54937	michael.will@fdlco.wi.gov
18. David	Rucker	223 Fulton Ave	Oshkosh	54901	davidlorenzrucker@gmail.com
19. vacant	VACANT				
20. vacant	vacant				
21. vacant	vacant				
22. vacant	VACANT				
23. vacant	VACANT				

V. PUBLIC LIBRARY SYSTEM INCOME

1. County Government

a. System Member County Appropriations Received by Library System				b. Other County Payments Received	
County Name	Amount	County Name	Amount	County Name	Amount
Fond du Lac	\$1,373,161	Waushara	\$47,110	Columbia	\$3,064
Marquette	\$218,366	Waushara	\$488,666	Calumet	\$123,572
Marquette	\$43,703	Winnebago	\$2,233,504	Dodge	\$6,034
Green Lake	\$289,228	Winnebago	\$50,178	Sheboygan	\$8,163
Green Lake	\$31,182	Fond du Lac	\$58,546		
Subtotal 1a			\$4,833,644	Subtotal 1b	\$140,833

2. State Aid to Public Library Systems

\$944,892

3. Other State Funded Programs *List individually. Attach listing if necessary.*

a.	
b.	
c.	
Subtotal 3	

4. Federal Aid Program name and project number. List each program individually. Attach listing if necessary.

a.	f.
b.	g.
c.	h.
d.	i.
e.	j.
Subtotal 4	

5. Contract Income from Other Governmental Units, Libraries, Library Agencies, Library Systems, etc. *List names individually. Attach listing if necessary.*

a. Oshkosh Public Library Secretarial;	\$94,528	f.	
b. OPL Electronic Services	\$24,855	g.	
c. OPL Delivery Services	\$3,022	h.	
d. Accounting Services	\$9,095	i.	
e. Continuing Education Agreement	\$14,000	j.	
Subtotal 5			\$145,500

6. Other Income

Unexpended State Aid from Previous Year(s)	Interest Earned from State Aid Funds Investments	All Other Unexpended Funds from Previous Year(s)	Interest Earned from Other Fund Investments	Gifts and Endowments to the System	All Other Sources	Subtotal 6
\$752,126	\$14,389	\$776,067	\$9,354	\$0	\$880,372	\$2,432,308

7. Total Income Add 1 through 6

\$8,497,177

VI. PUBLIC LIBRARY SYSTEM EXPENDITURES
Report system expenditures from all sources.

	System State Aid**	Other State and Federal Aid*	All Other***	Annual Total
1. Salaries and Wages	\$555,124	\$0	\$309,470	\$864,594
2. Employee Benefits	\$224,981	\$0	\$132,484	\$357,465
3. System Collection Expenditures				
a. Printed Material	\$158	\$0	\$4,147	
b. Electronic Material	\$36,923	\$0	\$231,226	
c. Audiovisual Material	\$0	\$0	\$0	
d. All Other Material	\$0	\$0	\$0	
Subtotal Collection Expenditures	\$37,081	\$0	\$235,373	\$272,454
4. System Contract Expenditures <i>Attach a brief description of contracts; i.e., recipient, amount, and purpose.</i>	\$0	\$0	\$4,784,482	\$4,784,482
5. System Payments to Member Libraries <i>Attach lists of individual payments.</i>	\$0	\$0	\$0	\$0
6. All Other Operating Expenditures	\$166,243	\$0	\$667,131	\$833,374
7. Total Operating Expenditures	\$983,429	\$0	\$6,128,940	\$7,112,369
8. System Capital Expenditures	\$0	\$0	\$0	\$0

* Report expenditures from federal grant funds and state funded programs other than state aid to public library systems.

** Report expenditures from report year public library system state aid, state aid funds carried forward to report year, and any interest earned from those funds.

*** Report expenditures from county appropriations, contract income, gifts and endowments, and any carryover from those sources. Also include expenditures from interest earned from those sources.

VII. SYSTEM MEMBER COUNTY APPROPRIATIONS FOR LIBRARY SERVICE

Report the total amount appropriated for public library service for each county in your system. Include all funding, including those paid to a library system or another county's public libraries. Report the amounts for the report year. Attach the page(s) of each county budget that show the amounts below.

County Name	Amount	County Name	Amount	County Name	Amount
1. Fond du Lac	\$1,467,740	5. Winnebago	\$2,303,805	8.	
2. Green Lake	\$329,360	6.		9.	
3. Marquette	\$295,000	7.		10.	
4. Waushara	\$535,775				

VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE

The following statement certifies that your public library system complied with all statutory requirements for public library systems for the report year. Indicate your system's compliance with each of the system requirements.

Wis. Stat. § 43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided:

Membership Agreements

- (a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)4. with all member libraries.
- Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Resource Library Agreement

- (b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.
- Signed copies of the report year and current year resource library agreements have been filed with the division.

VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.)

Reference Referral and Interlibrary Loan

- Wis. Stat. § 43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.**
 - Reimbursed member libraries for ILL
 - Maintained a shared database of member library bibliographic records and holdings
 - Maintained ILL Clearinghouse
 - Utilized WISCAT to promote interlibrary loan
 - Contracted for ILL Clearinghouse
 - Maintained a system interlibrary loan plan

Inservice Training

- Wis. Stat. § 43.24(2)(e) Inservice training for participating public library personnel and trustees.**
Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.
 - Conducted workshops for member library staff and trustees
 - Provided scholarships and grants for member library staffs
 - Maintained a calendar of CE events
 - Maintained a professional collection for system and member library staffs.

- Wis. Stat. § 43.24(2)(h) Professional consultant services to participating public libraries.**

Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.

- Public library administration and governance
- Technical services
- Legal issues
- Adult services
- Interlibrary loan and resource sharing
- Public relations
- Youth services
- Staff development (certification, CE, etc.)
- Reference and information services
- Library automation
- Planning and evaluation, standards
- Inclusive services
- Building and remodeling
- Collection development

Delivery and Communication

- Wis. Stat. § 43.24(2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.**

Indicate with a check those services carried out by your system in the report year in conjunction with this service requirement.

- Had regular courier or van delivery service
- Used fax for document delivery/communication
- Provided an 800 number, phone credit card, or accepted collect calls
- Used mail as primary delivery system
- ILL transactions sent by:
 - Email
 - OCLC
 - Regional automated system
 - WISCAT
 - Published a newsletter

Service Agreements

- Wis. Stat. § 43.24(2)(g) Service agreements with all adjacent library systems.**

- Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Indicate with a check those services provided for in the adjacent library system agreements for the report year.

- Reciprocal borrowing between systems
- Delivery
- Audiovisual services
- Cash payments in cross-system lending
- Newsletter exchange
- Cooperative purchasing
- Continuing education
- Cooperative planning/information exchange

Inclusive Services

- Wis. Stat. § 43.24(2)(k) Promotion and facilitation of library service to users with special needs.**

The Division for Libraries and Technology interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

Briefly summarize the most significant specific inclusive services initiatives carried out by your system in the report year. Describe the system effort in terms of the way in which the initiative is conducted by the system. Some systems provide direct services, others provide services to support library efforts.

VIII. LIBRARY SYSTEM EVALUATION AND CERTIFICATION OF COMPLIANCE (cont'd.)

Inclusive Services (cont'd.)

Identify the agency(ies) with which the system had the most contact in terms of a planning effort or project collaboration, or with which member libraries worked. Indicate system services or types of materials involved with, or purchased for, the project. Were any accessibility issues involved? Identify any significant marketing done by the system to support inclusive library service efforts.

Winnefox continues to encourage and support member library efforts to foster ties with agencies serving special needs populations in our service area. County library directors meet regularly; these meetings are open to local community organizations. Examples of partnerships include the libraries in Marquette Co. who have a close relationship with the organization promoting adult literacy training and Oshkosh Public Library continues to provide indirect financial support to the Winnebago County Literacy Council which is housed in rent-free space at OPL.

If the system provided any inclusive services continuing education programs in the report year, identify the topic(s) and speaker(s).
See notes under: In-service and Training & Consulting

Other Types of Libraries

- Wis. Stat. § 43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.**
- An advisory committee or planning group including representatives from other types of libraries met and established objectives relating to this requirement for the plan year.
- The system has agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. Copies of the most recent agreements have been filed with the Division for Libraries and Technology.

Indicate system services provided to other types of libraries in the report year.

- | | | |
|--|--|---|
| <input type="checkbox"/> Consultation | <input checked="" type="checkbox"/> Union list of serials | <input type="checkbox"/> Back-up reference services |
| <input checked="" type="checkbox"/> Continuing education / workshops | <input checked="" type="checkbox"/> Directory of libraries | <input type="checkbox"/> Newsletter |
| <input checked="" type="checkbox"/> ILL (Direct) | <input type="checkbox"/> Delivery services | <input type="checkbox"/> Technical services |

Library Technology and Resource Sharing Plan

- Wis. Stat. § 43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every 5th January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.**
- Member public libraries and other types of libraries in the system area had an opportunity to review and comment on the plan.
- The public library system's current technology and resource sharing plan has been filed with the Division for Libraries and Technology.

Other Service Programs

- Wis. Stat. § 43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library board after consultation with participating public libraries.**

List and evaluate each service program carried out under this statute in the report year. Do not lump miscellaneous activities under a single "other" program.

See Attachment

Administration

- The system did not expend more than 20 percent of the state aid received in the report year for administration.

IX. COLLABORATIVE ACTIVITIES

Summary of Activities *Briefly describe collaborative activities with other libraries, public library systems, and other organizations. Exclude services and activities listed in the system's report year resource library contract.*

Winnefox provides bookkeeping services to Southwest Library System and Winding Rivers Library System. This both offsets the administration cost for Winnefox and allows the other systems to spend salaries elsewhere. The NEWI Continuing Education partnerships continues to be an invaluable resource to the participating system. However, given the move to host workshops remotely, the other systems were not charged for their participation. Money from 2020 will be carried over to 2021. The WPLC's main collaborative project is Wisconsin's Digital Library. WPLC shares the cost of the digital library platform among all participating libraries, plus allows access to the entire multi-million dollar collection already in the digital library in addition to \$1.2 million worth of new content purchased last year. By having contributed \$142,081 in 2020 toward the Overdrive collection, our libraries received an over 1.3 million resource.

Cost Benefit. *For each activity above, list the activity name and estimated cost benefit realized.*

Activity	Amount
1. Accounting Contracts	60,000
2. GROW Grant Service	1,500
3. WPLC	1,200,000
4.	
5.	
6.	
7.	
8.	
9.	
10.	
Cost Benefit Total	1,261,500

X. PUBLIC LIBRARY SYSTEM ANNUAL PROGRAM EXPENDITURES

Program Expenditures Provide a summary of your public library system expenditures by system service program and fund source for the report year.

Program	System Aid, Carryover, and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
Technology, Reference and Interlibrary Loan <i>See note</i>				
1. WALIS	83,694		809,314	893,008
2. Technology	230,570		24,855	255,425
3. Reference/ILL	84,130			84,130
4.				
5. Electronic Resources	36,923			36,923
Subprogram Total	435,317		834,169	1,269,486
Continuing Education and Consulting Service <i>See note</i>				
1. Consulting	51,668			51,668
2. CE	103,468			103,468
Subprogram Total	155,136			155,136
Delivery	141,875		6,022	147,897
Inclusive Services	25,466			25,466
Library Collection Development	158		234,821	234,979
Direct Payment to Members for Nonresident Access			4,412,930	4,412,930
Direct Nonresident Access Payments Across System Borders			371,552	371,552
Library Services to Youth	1,717			1,717
Public Information	2,935		8,093	11,028
Administration	182,957		103,623	286,580
Other System Programs				
1. County Planning	34,111			34,111
2. WCTS			191,904	191,904
3.				
4.				
Grand Totals	979,672		6,163,114	7,142,786
Estimated Expenditures for Technology-Related Services Provided by the System	314,264		834,169	1,148,433

NOTE: Technology, Reference and Interlibrary Loan, and Continuing Education and Consulting Service Program areas may be divided into subprograms at the discretion of the system.

XI. SYSTEM STAFF

1. Personnel Listing

a. Employees Holding the Title of Librarian as of December 31 of the report year. *Include vacancies if they will be filled within one year*

First Name	Last Name	Position	MLS (ALA)	Annual Salary	Hrs. Worked per Week
Jeff	Gilderson-Duwe	Director	<input checked="" type="checkbox"/>	\$0	10.00
Clairellyn	Sommersmith	Assistant Director	<input checked="" type="checkbox"/>	\$73,101	40.00
Joy	Schwarz	Continuing Education/Training Librarian	<input checked="" type="checkbox"/>	\$67,283	40.00
Karla	Smith	Integrated Library System (ILS) Manager	<input checked="" type="checkbox"/>	\$73,220	40.00
Melissa	Klein	ILS Specialist	<input checked="" type="checkbox"/>	\$56,954	40.00
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		
			<input type="checkbox"/>		

b. Other Paid Staff *Include plant operation, maintenance, and security.*

Position	Total Annual Wages	Hrs. Worked per Week	Position	Total Annual Wages	Hrs. Worked per Week
Database-Application Developer	\$67,283	40.00			
WCTS Office Clerk	\$37,491	40.00			
Administrative Specialist I	\$40,553	40.00			
Network Manager/Web Developer Specialist	\$57,993	40.00			
Network Manager/PC Support Specialist	\$62,695	40.00			
Interlibrary Loan (ILL) Specialist	\$51,258	40.00			
Business Manager	\$65,551	40.00			
WCTS Program Coordinator	\$62,695	40.00			
Van Drivers	\$62,537	88.13			
ILL page/sorters	\$1,621	31.20			
WCTS page	\$491	9.40			
Administrative Specialist II	\$51,258	40.00			

2. System Staff Full-Time Equivalents (FTEs) *Divide the total hours worked per week for each category by 40 to determine full-time equivalents.*

a. Persons Holding the Title of Librarian

i. Master's Degree from an ALA Accredited Program FTE	ii. Other Persons Holding the Title of Librarian FTE	Subtotal
4.25	0.00	4.25

b. All Other Paid Staff FTE *incl. maintenance, plant operation, and security*
12.22

c. Total Library Staff Full Time Equivalents *Add Subtotal 2a and 2b*
16.47

XII. SYSTEM MEMBERSHIP

Attach a listing of all current public library and county members of the system.

Indicate whether your public library system members have indicated compliance with the following membership requirements. If any of these conditions have not been met, attach a written explanation of the circumstances resulting in noncompliance and a description of actions to be taken to achieve compliance (include timelines). *A check indicates that all members have indicated compliance with the requirement.*

- The public library members are established under the provisions of Chapter 43 of the Wisconsin Statutes. [Wis. Stat. § 43.15(4)(c)1]
- The public library members are authorized by the municipal governing board to participate in the public library system. [Wis. Stat. § 43.15(4)(c)3]
- The public library members have 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 residents. [Wis. Stat. § 43.15(4)(c)4]
- The member public library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction and is present in the library for at least 10 hours of each week that the library is open, less leave time. [Wis. Stat. § 43.15(4)(c)6 and Administrative Code Rules PI 6.03]
- All counties participating in the system have entered into written agreements with the system as required under [Wis. Stat. § 43.15(4)(b)3]
- All counties participating in the system have adopted and maintained the plan of library service submitted and approved under Wis. Stat. § 43.11(3) and Wis. Stat. § 43.13(1). [Wis. Stat. § 43.15(4)(b)1]. **On the attached membership listing, indicate the year of the last plan revision.**
- Each public library member, beginning in 2008, 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. [Wis. Stat. § 43.15(4)(c)7]
- Each public library member, beginning in 2008, annually spends at least \$2,500 on library materials. [Wis. Stat. § 43.15(4)(c)8]

XIII. CERTIFICATION OF STATUTORY COMPLIANCE

As of the date of this report, indicate whether the following statutory requirements are being met by the system. If any of these requirements were not met, attach a written explanation of the circumstances resulting in noncompliance and a description of the actions to be taken to achieve compliance (include timelines). Any current written contracts or agreements not previously filed with the division providing evidence of compliance must be enclosed with this report. This report is for compliance as of the date of this report. If compliance is later not maintained in any area reported as being in compliance, notify the Division for Libraries and Technology.

Indicate compliance with the requirements below with a checkmark. Unchecked statutes indicate noncompliance.

- Library system board is constituted and operated in compliance with Wis. Stat. § 43.17(1) and (2) and Wis. Stat. § 43.19(1)(a) and (b).
- Library system board has appointed a head librarian who is responsible for administration of the public library system. [Wis. Stat. § 43.17(4)]
- Library system is organized and operated in compliance with Wis. Stat. § 43.15 Standards for public library systems.

Wis. Stat. § 43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section, it shall ensure that all of the following are provided.

- (a) Written agreements that comply with Wis. Stat. § 43.15(4)(c)(4). with all member libraries.
- (b) Backup reference, information, and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.
- (d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.
- (e) Inservice training for participating public library personnel and trustees.
- (fm) Electronic delivery of information and physical delivery of library materials to participating libraries.
- (g) Service agreements with all adjacent library systems.
- (h) Professional consultant services to participating public libraries.
- (i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.
- (k) Promotion and facilitation of library service to users with special needs.
- (L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.
- (m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to the library technology and the sharing of resources. By January 1, 2000, and every 5th January thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.
- (n) That, if the system reimburses a participating public library for the costs of providing interlibrary borrowing services to an individual who holds a valid borrower's card of another participating public library, the reimbursement shall not exceed the actual costs incurred by the public library in providing such services. The department shall promulgate rules defining "actual costs" for the purposes of this paragraph.

CERTIFICATION

I CERTIFY that to the best of my knowledge the information provided in this annual report and any attachments are true and accurate.

Signature of Public Library System Director ➤	Name of Public Library System Director Jeffery Gilderson-Duwe	Date Signed
Signature of Public Library System Board President ➤	Name of Public Library System Board President Katherine Freund	Date Signed

COMMENTS

8. Subscriptions (Includes periodicals and newspapers, but excludes those in electronic format)
Magazine subscriptions are now being covered by Oshkosh Public Library--2021-01-29

2a. Items Loaned (provided to)

ILL circulation is now counted on individual library reports--2021-01-28

2b. Items Received (received from)

ILL circulation is now counting on individual library reports--2021-01-28

Winnefox 2020 System Annual Plan Attachment

Winnefox Automated Library Services (WALS)

The WALS online catalog is probably the Winnefox service program that is most visible to the public. WALS administers the WAN that connects member libraries, runs the SirsiDynix ILS, and manages library email accounts. Twenty nine libraries participate in the WALS service. The ILS is now even more visible to patrons with the Winnefox mobile app.

Technology support

Technology support is a major activity of Winnefox. Winnefox staff provides PC & software purchasing and technical support services, web design and hosting, file servers, and support for locally-produced databases.

All libraries offer wireless internet access through our network and with the support of system staff. Due to COVID-19, in fact, tech staff supported libraries in increasing WiFi access to patrons. With purchases from the IMLS CARES grant, and LSTA funding, 18 Winnefox libraries saw significant improvements to their internet service. This included increasing bandwidth speeds, new routers, switches, and Merakis.

In 2020 our tech staff responded to 1,063 tech support questions, repaired, or serviced 857 PCs, ordered and configured 70 PCs, and made 27 library visits.

We continue to develop and host web sites for member libraries and offer web support services for many of them. In 2020, Winnefox launched two new library websites: Coloma and Campbellsport Public Library. Menasha Library also received a significant upgrade to their website. Existing websites were updated regularly; 1,542 updates were made.

This year Winnefox staff were laser focused on security as well resulting in continuing training staff and librarians about vulnerabilities and safe practices when on the network, along with security audits and addressing the flags raised there.

Winnefox Cooperative Technical Services (WCTS)

WCTS is a cooperative technical service agency funded jointly by Green Lake, Marquette, and Waushara Counties. It provides cooperative collection development, selection, purchasing, and cataloging & processing of materials for public libraries in those counties. A 2006 study showed that by ordering and processing items through WCTS libraries not only saved significant money, but items processed by WCTS were ready for the shelf much faster than in non-WCTS libraries. WCTS's support means that small library directors spend less time on processing, and more time with patrons, planning and prepping programming, and managing the administrative tasks associated with a library and board.

Due to COVID-19, WCTS was unable to provide its normal workdays at libraries; this would normally be a time where the WCTS staff would assist on site with large scale projects. Prior to

the shutdown, WCTS did help in the purchasing and renovating of a member library's children's room.

Another service of WCTS is coordinating two rotations: one for audiobooks and one for Large Print. These circuits are open to all Winnefox member libraries, not just those in the WCTS-supporting counties. Participating libraries pay an annual subscription which allows their patrons access to new materials in expensive formats that small libraries might not be able to afford on their own. The large print circuit is especially useful for libraries serving senior residential facilities.

County planning

County planning is a major activity in Winnefox. The Director or Assistant Director meet regularly with directors in each county to plan cooperative services and to prepare funding requests for their respective and surrounding counties.

Printing & Graphics.

Winnefox provides paid printing services to their member libraries. The printing service printed 78 print jobs consisting of 37,697 pieces in 2020.

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
 V. LIBRARY SYSTEM INCOME

Attachment 1

1a, b County Payments Received

From Winnefox Counties to Winnefox Libraries		
Fond du Lac County		36,215
Berlin	973.00	
Green Lake	2,484.00	
Markesan	1,173.00	
Menasha	177.00	
Kingston	95.00	
Neenah	1,371.00	
Omro	246.00	
Oshkosh	29,227.00	
Princeton	39.00	
Winneconne	430.00	
Green Lake County		23,198
Brandon	1,341.00	
Fond du Lac	799.00	
Menasha	59.00	
Montello	1,279.00	
Neshkoro	290.00	
Neenah	97.00	
Oshkosh	1,721.00	
Oxford	211.00	
Packwaukee	210.00	
Ripon	16,559.00	
Wautoma	621.00	
Westfield	11.00	
Marquette County		43,703
Berlin	2,780.00	
Green Lake	2,752.00	
Coloma	8,606.00	
Markesan	211.00	
Kingston	3,152.00	
Plainfield	406.00	
Princeton	18,126.00	
Redgranite	332.00	
Wautoma	7,225.00	
Wild Rose	113.00	
Waushara County		15,847
Green Lake	1,945.00	
Omro	2,346.00	
Menasha	100.00	
Montello	795.00	
Neenah	749.00	
Neshkoro	2,433.00	
Oshkosh	4,872.00	
Princeton	981.00	
Westfield	939.00	
Winneconne	687.00	
Winnebago County		50,178
Berlin	16,530.00	
Brandon	88.00	
Fond du Lac	2,769.00	
Green Lake	638.00	
Kingston	53.00	

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
 V. LIBRARY SYSTEM INCOME

North Fond du Lac	1,915.00
Oakfield	45.00
Poy Sippi	466.00
Princeton	31.00
Ripon	27,535.00
Wautoma	108.00

From Non-Winnefox Counties to Winnefox Libraries

Columbia County		3,064
Kingston	2,678.00	
Markesan	235.00	
Montello	151.00	
Calumet		123,572
Fond du Lac	5,592.00	
Menasha	96,676.00	
Neenah	21,045.00	
North Fond du Lac	81.00	
Oshkosh	178.00	
Dodge County		6,034
Brandon	150.00	
Fond du Lac	5,435.00	
Markesan	72.00	
Oakfield	317.00	
Ripon	60.00	
Sheboygan		8,163
Campbellsport	5,401.00	
Fond du Lac	2,762.00	

From Winnefox Counties to non Winnefox Libraries

Fond du Lac County		22,331
Elkhart Lake	244.00	
Hartford	77.00	
Horicon	1,091.00	
Plymouth	4,214.00	
Random Lake	96.00	
Sheboygan	1,807.00	
Sheboygan Falls	496.00	
Brillion	375.00	
Chilton	888.00	
New Holstein	11,611.00	
Kiel	1,432.00	
Green Lake County		7,984
Waupun	7,984.00	
Waushara County		31,263
Fremont	9,027.00	
Waupaca	14,712.00	
Weyauwega	7,524.00	

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
 VI. SYSTEM CONTRACT EXPENDITURES - 2020

Attachment 2

FEDERAL

<u>Recipient</u>	<u>Purchase</u>	<u>Subtotals</u>	<u>Totals</u>
<u>COUNTY AND LOCAL</u>			
<u>Recipient</u>	<u>Purchase</u>	<u>Subtotals</u>	<u>Totals</u>
<u>Fond du Lac County</u>			
Brandon Public Library	Contract	27,895	
Campbellsport Public Library	Contract	106,623	
Fond du Lac Public Library	Contract	861,614	
Oakfield Public Library	Contract	26,991	
Ripon Public Library	Contract	146,729	
Spillman Public Library	Contract	64,982	
Waupun Public Library	Contract	<u>138,327</u>	1,373,161
<u>Green Lake County</u>			
Berlin Public Library	Contract	42,419	
Caestecker Public Library	Contract	39,938	
Markesan Public Library	Contract	63,824	
Mill Pond Public Library	Contract	41,474	
Princeton Public Library	Contract	<u>39,852</u>	227,507
<u>Marquette County</u>			
Endeavor Public Library	Contract	14,626	
Ethel Everhard Memorial Library	Contract	62,728	
Montello Public Library	Contract	56,518	
Neshkoro Public Library	Contract	14,619	
Oxford Public Library	Contract	12,470	
Packwaukee Public Library	Contract	<u>7,807</u>	168,768
<u>Waushara County</u>			
Berlin Public Library	Contract	36,131	
Coloma Public Library	Contract	39,856	
Hancock Public Library	Contract	29,468	
Leon-Saxeville Township Library	Contract	21,070	
Patterson Memorial Library	Contract	70,147	
Plainfield Public Library	Contract	28,480	
Poy Sippi Public Library	Contract	23,721	
Redgranite Public Library	Contract	25,087	
Wautoma Public Library	Contract	<u>136,030</u>	409,990

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
VI. SYSTEM CONTRACT EXPENDITURES - 2020
(continued)

<u>Recipient</u>	<u>Purchase</u>	<u>Subtotals</u>	<u>Totals</u>
<u>Winnebago County</u>			
Carter Memorial Library	Contract	107,182	
Neenah Public Library	Contract	928,921	
Oshkosh Public Library	Contract	625,160	
Elisha D. Smith Public Library	Contract	458,656	
Winneconne Public Library	Contract	<u>113,585</u>	2,233,504
<u>Act 420 Payments (See Attachment 1 for detail)</u>		<u>371,552</u>	371,552
			<u><u>4,784,482</u></u>

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
 VII. SYSTEM MEMBERSHIP

Attachment 3

Fond du Lac County Last Plan approved for 2021. All library communities are exempt from the county library tax.

Brandon Public Library	117 E. Main St.	Brandon	WI	53919-0208
Campbellsport Public Library	220 North Helena St.	Campbellsport	WI	53010
Fond du Lac Public Library	32 Sheboygan Street	Fond du Lac	WI	54935-4271
Oakfield Public Library	130 North Main	Oakfield	WI	53065
Ripon Public Library	120 Jefferson Street	Ripon	WI	54971
Spillman Public Library	719 Wisconsin Avenue	North Fond du Lac	WI	54937-1335

Green Lake County Last Plan approved for 2021. No library communities are exempt from the county library tax.

Berlin Public Library	121 West Park Avenue	Berlin	WI	54923-1526
Caestecker Public Library	518 Hill Street, P.O. Box 278	Green Lake	WI	54941
Joint Library - City of Green Lake & Town of Brooklyn				
Markesan Public Library	75 North Bridge Street	Markesan	WI	53946
Mill Pond Public Library	140 North South Street	Kingston	WI	53939
Princeton Public Library	424 West Water Street	Princeton	WI	54968-9147

Marquette County Last Plan approved for 2021. All library communities are exempt from the county library tax.

Endeavor Public Library	400 Church Street	Endeavor	WI	53930
Ethel Everhard Memorial Library	117 East Third Street	Westfield	WI	53964
Montello Public Library	128 Lake Court, P.O. Box 457	Montello	WI	53949-0457
Neshkoro Public Library	132 S. Main Street	Neshkoro	WI	54960
Oxford Public Library	129 S. Franklin Avenue	Oxford	WI	53952
Packwaukee Public Library	N3511 State Street	Packwaukee	WI	53953

Waushara County Last Plan approved for 2021. No library communities are exempt from the county library tax.

Coloma Public Library	155 Front Street, P.O. Box 99	Coloma	WI	54930-0099
Hancock Public Library	114 South Main Street	Hancock	WI	54943
Leon-Saxeville Library	N4715 County Road E	Pine River	WI	54965
Joint Library - Towns of Leon and Saxeville				
Patterson Memorial Library	500 Division Street	Wild Rose	WI	54984
Plainfield Public Library	126 South Main Street	Plainfield	WI	54966
Poy Sippi Public Library	W2251 Commercial St.	Poy Sippi	WI	54967
Redgranite Public Library	135 W. Bannerman Ave	Redgranite	WI	54970
Wautoma Public Library	410 West Main Street	Wautoma	WI	54982

Winnebago County Last Plan approved for 2021 All library communities are exempt from the county library tax.

Carter Memorial Library	405 East Huron Street	Omro	WI	54963
Elisha D. Smith Public Library	440 First Street	Menasha	WI	54952-3191
Neenah Public Library	240 E. Wisconsin Ave.	Neenah	WI	54956
Oshkosh Public Library	106 Washington Avenue	Oshkosh	WI	54901-4985
Winneconne Public Library	31 South 2nd Street	Winneconne	WI	54986

WINNEFOX LIBRARY SYSTEM ANNUAL REPORT - 2020
 VII. SYSTEM MEMBERSHIP

Attachment 3

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Campbellsport Public Library	220 North Helena St.	Campbellsport	WI	53010
Fond du Lac Public Library	32 Sheboygan Street	Fond du Lac	WI	54935-4271
Oakfield Public Library	130 North Main	Oakfield	WI	53065
Ripon Public Library	120 Jefferson Street	Ripon	WI	54971
Spillman Public Library	719 Wisconsin Avenue	North Fond du Lac	WI	54937-1335

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Markesan Public Library	75 North Bridge Street	Markesan	WI	53946
Mill Pond Public Library	140 North South Street	Kingston	WI	53939
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Ethel Everhard Memorial Library	117 East Third Street	Westfield	WI	53964
Montello Public Library	128 Lake Court, P.O. Box 457	Montello	WI	53949-0457
Neshkoro Public Library	132 S. Main Street	Neshkoro	WI	54960
Oxford Public Library	129 S. Franklin Avenue	Oxford	WI	53952
Packwaukee Public Library	N3511 State Street	Packwaukee	WI	53953

Waushara County Last Plan approved for 2021. No library communities are exempt from the county library tax.

Coloma Public Library	155 Front Street, P.O. Box 99	Coloma	WI	54930-0099
Hancock Public Library	114 South Main Street	Hancock	WI	54943
Leon-Saxeville Library	N4715 County Road E	Pine River	WI	54965
Joint Library - Towns of Leon and Saxeville				
Patterson Memorial Library	500 Division Street	Wild Rose	WI	54984
Plainfield Public Library	126 South Main Street	Plainfield	WI	54966
Poy Sippi Public Library	W2251 Commercial St.	Poy Sippi	WI	54967
Redgranite Public Library	135 W. Bannerman Ave	Redgranite	WI	54970
Wautoma Public Library	410 West Main Street	Wautoma	WI	54982

Winnebago County Last Plan approved for 2021 All library communities are exempt from the county library tax.

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Elisha D. Smith Public Library	440 First Street	Menasha	WI	54952-3191
Neenah Public Library	240 E. Wisconsin Ave.	Neenah	WI	54956
Oshkosh Public Library	106 Washington Avenue	Oshkosh	WI	54901-4985
Winneconne Public Library	31 South 2nd Street	Winneconne	WI	54986