



Jill K. Underly, PhD, State Superintendent

December 1, 2024

Katherine Freund  
Winnefox Library System Board President  
106 Washington Avenue  
Oshkosh, WI 54901

Dear Ms. Freund,

I am pleased to officially inform you of the approval of your 2025 annual public library system plan. Your first public library system state aid payment for 2025 has been completed by staff of the Division for Libraries and Technology (DLT). This funding is provided from the state Universal Service Fund. This first state aid payment was sent as an electronic transfer totaling \$1,062,714.00. The second state aid payment for 2025 will be initiated upon completion of a review and acceptance of your system's 2024 annual report and evaluation.

This payment is based on the expectation that your system will implement the plan in compliance with the statutory requirements for public library systems. The counties comprising your system and your member public libraries must remain in compliance with system membership requirements. If a member or the system is not compliant with these requirements, the system shall submit a plan to the DLT detailing specific actions the system will take to bring members or the system back into compliance.

Signed agreements and contracts for 2025 operations must be filed before January 15, 2025. Audits for 2024 should be provided to the DLT within 30 days of audit completion and no later than September 30, 2025.

The Department of Public Instruction looks forward to working with you, your board, and your system staff in the coming year to support essential public library and library system services across the state.

Sincerely,

A handwritten signature in blue ink that reads "Jill Underly".

Jill K. Underly PhD  
State Superintendent  
Wisconsin Department of Public Instruction

Enclosure: Public Library System Plan and Certification of Intent to Comply, Calendar Year 2025

c: Clairellyn Sommersmith, Director, Winnefox Library System  
Dr. Darrell Williams, Assistant State Superintendent, Division for Libraries and Technology  
Benjamin Miller, Director, Library Services Team, Wisconsin Department Public Instruction