

REPORT OF THE DIRECTOR

Winnefox Library System

Wednesday, September 28, 2022

STAFF GUEST

Joy Schwarz, Continuing Education / Training Librarian.
Continuing Education and Training Librarian. Joy will
be retiring in November and will offer a retrospective of her 35 year career with the Winnefox Library
System.

RESOLUTION OF APPRECIATION DEPARTING TRUSTEE

Exhibit A. contains resolutions of appreciation for
Charlotte Rebelein as she departs after her service on the
Winnefox Board from 2020 to 2022. **Action**
Requested: Decide whether to approve the resolution in
Exhibit A.

WINNEFOX LIBRARY SYSTEM - 2021 AUDIT

The audit for Winnefox for 2021 is included
in your packets as Exhibit B. The audit
is required by statute and was performed by CLA
(CliftonLarsonAllen). Discussion. **Action Requested:** Accept 2021 Winnefox audit.

2023 ANNUAL SYSTEM PLAN

The Annual Public Library System Plan and
Certification of Intent to Comply for Calendar Year
2023 is included as Exhibit C. It is due to be submitted to DLT (Division for Libraries and
Technology) by October 14. We believe that it captures our intended library support activities for
the year 2023. Discussion. **Action Requested:** Decide whether to approve 2023 Annual System
Plan as presented in Exhibit C.

2023 PROPOSED WINNEFOX LIBRARY SYSTEM BUDGET

Exhibit D. contains the proposed 2023 Winnefox
Library System budget. The Exhibit consists of a
memo highlighting the budget's major features.
Discussion. **Action Requested:** Decide whether to approve the 2023 Winnefox Library System
budget as proposed in Exhibit D.

2023 RESOURCE LIBRARY AGREEMENT

Exhibit E. contains the 2023 Resource Library
Agreement, which is required by Chap. 43 Wis.
Statutes. This agreement details the statutorily
required relationships with Oshkosh Public Library as resource library. No significant changes
from the current agreement are proposed. Discussion. **Action Requested:** Decide whether to
approve the 2023 Resource Library Agreement as contained in Exhibit E.

**2023 CONTRACTUAL
SERVICES AGREEMENT**

Two annual agreements spell out the financial relationships between the Oshkosh Public Library and the Winnefox Library System. They are the Contractual Services Agreement and the Attached Compensation Agreement (Exhibit F. in this month's board packet). Discussion. **Action Requested:** Decide whether to approve the 2023 agreements as proposed in Exhibit F.

**2023 ACCOUNTING SERVICES
AGREEMENTS**

Included as Exhibit G. in this month's packet are three agreements for Winnefox to provide accounting services to other Wisconsin public library systems: In 2023, Monarch Library System will join Southwest Wisconsin Library System and Winding Rivers Library System in receiving accounting support services from Winnefox. The annual contractual fee for services to each system for 2023 will be \$7,000. Monarch will pay an additional "start-up" fee. Discussion. **Action Requested:** Decide whether to approve agreements in Exhibit G.

MISCELLANEOUS REPORTS -

- Winnefox Assistant Director's Report – Exhibit H. contains Clairellyn Sommersmith's report, which provides updates on System matters.

Respectfully submitted,

Jeff Gilderson-Duwe, Director