



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

I. GENERAL INFORMATION						
1. System Name Winnefox Library System		2. System Director Name Clairellyn Sommersmith		3. Certification Grade Grade 1	4. Date Certification Expires 2028-11-30	
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 106 Washington Ave.		9. System Website URL www.winnefox.org		10. Director System Email Address sommersmith@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 Book-mobiles Owned 0	17. Estimated System Area Public Library Registered Borrowers 99,003		18. UEI Number 159320605	
II. SYSTEM COLLECTION						
	No. Owned / Leased	Number Added		No. Owned / Leased		No. Owned / Leased
1. Books in Print	2,542	67	4. Electronic Collections <i>Number available to members</i>	4	7. Licensed Electronic Video Materials <i>Units (copies) available to members</i>	0
2. Audio Materials	159	50	5. Licensed E-books <i>Units (copies) available to members</i>	0	8. Subscriptions <i>Exclude those in electronic format</i>	0
3. Video Materials	0	0	6. Licensed Electronic Audio Materials <i>Units (copies) available to members</i>	0		
III. SYSTEM SERVICES						
3. System Electronic Resources Use <i>Number of uses of system licensed electronic resources</i>			1. Total Circulation 19	2. Interlibrary Loans <i>System interlibrary loan transactions</i>		
				a. Items Loaned 0	b. Items Received 0	
a. E-book 252,945		b. E-audio 238,285	c. E-video 0	d. Electronic Collection Retrievals 69,775		

#### 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. Noah	Cypher	910 South Webster Ave	Omro	54963	noahcypher@gmail.com
4. Mark	Arend	210 Church Ave	Oshkosh	54901	mwarend@gmail.com
5. Randy	Fieldhack	N2438 Forest Manor Ct	Neenah	54956	randyf@new.rr.com
6. Ken	Bates	W2806 Oak Terrace Lane	Markesan	53946	kennethlbates@gmail.com
7. Sam	Goldben	1810 Taft Ave Apt C17	Oshkosh	54902	goldbens@uwosh.edu
8. Mellisa	Stafford	1132 Tullar Road	Neenah	54956	mellisa@favatea.com
9. Kathleen	McGwin	N4519 County Y	Montello	53419	mcgwin@frontier.com
10. John	Jarvis	W6898 Porters Lake Rd	Wautoma	54982	wcb3@co.waushara.wi.us
11. Doug	Zellmer	1311 Bismark Ave	Oshkosh	54902	g.zellmer@winnebagocounty.gov
12. Andrew	Prellwitz	833 Watson St	Ripon	54971	prellwitza@ripon.edu
13. Melissa	Kolstad	85 Tower Road	Fond du Lac	54935	mel@kolstad.net
14. Jim	Miller	N4073 S. Main St	Hancock	54943	
15. David	Rucker	223 Fulton Ave	Oshkosh	54901	davidlorenzrucker@gmail.com
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. Vacant	Vacant				
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	\$1,589,324	Waushara	\$437,014	Calumet	\$165,119
Marquette	\$191,343	Waushara	\$15,438	Columbia	\$3,424
Marquette	\$38,732	Winnebago	\$2,391,235	Dodge	\$7,477
Green Lake	\$264,989	Winnebago	\$76,978	Sheboygan	\$5,047
Green Lake	\$23,097	Fond du Lac	\$47,283		
			Subtotal 1a	Subtotal 1b	\$181,067

2. State Aid to Public Library Systems	\$1,180,922
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3. Other State Funded Programs *List individually. Attach listing if necessary.*

a.		
b.		
c.		
		Subtotal 3
		\$0

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

a. 251	LSTA - Professional Learning Scholarship	\$16,311	f.	
b. 251	LSTA - Sparsity Aid	\$12,754	g.	
c.	APRA - IT Hardware	\$56,936	h.	
d.			i.	
e.			j.	
				Subtotal 4
				\$86,001

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

a. Oshkosh Public Library Clerical	\$115,802	f. NEWI Continuing Education Agreement	\$19,437
b. OPL Electronic Services	\$24,393	g. Winnefox Cooperative Technical Service	\$2,000,016
c. OPL Delivery	\$4,400	h.	
d. Accounting Services	\$30,000	i.	
e. WPLC Website Hosting	\$1,000	j.	
			Subtotal 5
			\$2,195,048

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
\$0	\$165,113	\$0	\$0	\$0	\$749,510	\$914,623

7. Total Income Add 1 through 6	\$9,633,094
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**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	\$621,075	\$0	\$511,789	\$1,132,864
2. Employee Benefits	\$210,300	\$0	\$94,196	\$304,496
3. System Collection Expenditures				
a. Printed Material	\$85	\$0	\$15,537	
b. Electronic Material	\$69,848	\$0	\$225,433	
c. Audiovisual Material	\$0	\$0	\$4,464	
d. All Other Material	\$1,410	\$0	\$0	
Subtotal Collection Expenditures	\$71,343	\$0	\$245,434	\$316,777
4. System Contract Expenditures <i>Attach a brief description of contracts; i.e., recipient, amount, and purpose.</i>	\$11,374	\$0	\$5,256,500	\$5,267,874
5. System Payments to Member Libraries <i>Attach lists of individual payments.</i>	\$34,767	\$19,222	\$170,237	\$224,226
6. All Other Operating Expenditures	\$204,643	\$1,895	\$327,878	\$534,416
7. Total Operating Expenditures	\$1,153,502	\$21,117	\$6,606,034	\$7,780,653
8. System Capital Expenditures	\$3,253	\$0	\$8,577	\$11,830

\* 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	\$1,715,093	5. Winnebago	\$2,490,481	8.	
2. Green Lake	\$363,314	6.		9.	
3. Marquette	\$319,966	7.		10.	
4. Waushara	\$559,228				

**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 ILL Clearinghouse
  - Contracted for ILL Clearinghouse
  - Maintained a shared database of member library bibliographic records and holdings
  - Utilized WISCAT to promote interlibrary loan
  - 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
  - Maintained a calendar of CE events
  - Provided scholarships and grants for member library staffs
  - 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.

- |  |   |  |
|--|---|--|
| <input checked="" type="checkbox"/> Public library administration and governance | <input checked="" type="checkbox"/> Technical services                          | <input checked="" type="checkbox"/> Legal issues                       |
| <input checked="" type="checkbox"/> Adult services                               | <input checked="" type="checkbox"/> Interlibrary loan and resource sharing      | <input checked="" type="checkbox"/> Public relations                   |
| <input checked="" type="checkbox"/> Youth services                               | <input checked="" type="checkbox"/> Staff development (certification, CE, etc.) | <input checked="" type="checkbox"/> Reference and information services |
| <input checked="" type="checkbox"/> Library automation                           | <input checked="" type="checkbox"/> Planning and evaluation, standards          | <input checked="" type="checkbox"/> Inclusive services                 |
| <input checked="" type="checkbox"/> Building and remodeling                      | <input checked="" type="checkbox"/> 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.

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

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.

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Reciprocal borrowing between systems | <input type="checkbox"/> Delivery   | <input type="checkbox"/> Audiovisual services   |
| <input type="checkbox"/> Cash payments in cross-system lending           | <input type="checkbox"/> Newsletter exchange                                  | <input type="checkbox"/> Cooperative purchasing |
| <input checked="" type="checkbox"/> Continuing education                 | <input checked="" type="checkbox"/> 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.

The system has recruited member librarians to serve as youth and inclusive service consultants. This allows system staff to continue to provide their one on one training and assistance, but also lets member libraries to hear from those working more directly with the public about new services and initiatives.

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 works most directly with the member libraries, though it has many partnerships across the state with other systems. Additionally the system, along with the local libraries, maintains a collaborative and transparent relationship with the counties in the system area. Member libraries have relationships with local literacy organizations, UW Extension offices, local schools, among other community entities.

If the system provided any inclusive services continuing education programs in the report year, identify the topic(s) and speaker(s). Winnefox's continuing education partnership, NEWI, provides workshops to four libraries systems. The diversity of these workshops reflects the diverse communities represented by these local libraries. Winnefox provided 37 continuing education opportunities for a total of 64 contact hours to our member library staff in 2023. 322 individuals took advantage of Winnefox CE activities this year.

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 type="checkbox"/> Union list of serials  | <input type="checkbox"/> Back-up reference services |
| <input checked="" type="checkbox"/> Continuing education / workshops | <input type="checkbox"/> Directory of libraries | <input type="checkbox"/> Newsletter                 |
| <input 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)(l) 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.

County Planning: Winnefox director facilitates the continual communication between local libraries and counties, manages the renewals of the county plans, and bills and reimburses libraries for their ser vice to nonresidents. Winnefox Cooperative Technical Service: WCTS is a service of Winnefox that is entirely funded by Marquette, Green Lake, and Waushara County. WCTS provides acquisition, cataloging, rotating collections and work day support to the libraries in those counties.

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 has two major collaborative activities: the NEWI Continuing Education partnership providing continuing education opportunities and workshops to three other neighboring library systems and the accounting services which not only offsets administrative costs for Winnefox but provides bookkeeping support to four other library systems in the state. Both these collaborations enable these other systems to take advantage of the service without the cost of having a dedicated employee to provide those same services. Additionally, Winnefox actively participates in the WPLC Digital Library and other statewide virtual CE workshops.

<i>Cost Benefit. For each activity above, list the activity name and estimated cost benefit realized.</i>	
Activity	Amount
1. Accounting Contracts	100,000
2. WPLC - Digital Library	1,400,000
3. NEWI Continuing Education	20,000
4.	
5.	
6.	
7.	
8.	
9.	
10.	
<b>Cost Benefit Total</b>	<b>1,520,000</b>

**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
<b>Technology, Reference and Interlibrary Loan See note</b>				
1. ILS	110,765		487,542	598,307
2. Network	40,716		170,817	211,533
3. Tech Support	196,745	4,333	25,393	226,471
4. Reference/ILL	116,428			116,428
5. Electronic Resources	1,630			1,630
<b>Subprogram Total</b>	466,284	4,333	683,752	1,154,369
<b>Continuing Education and Consulting Service See note</b>				
1. Consulting	51,127			51,127
2. Continuing Education	90,107	16,784	19,437	126,328
<b>Subprogram Total</b>	141,234	16,784	19,437	177,455
Delivery	173,091		4,400	177,491
Inclusive Services	2,871			2,871
Library Collection Development	69,848		245,433	315,281
Direct Payment to Members for Nonresident Access			5,075,433	5,075,433
Direct Nonresident Access Payments Across System Borders			181,067	181,067
Library Services to Youth	2,648			2,648
Public Information	26,447		19,692	46,139
Administration	236,183		199,183	435,366
<b>Other System Programs</b>				
1. County Planning	38,151			38,151
2. WCTS			186,214	186,214
3.				
4.				
<b>Grand Totals</b>	1,156,757	21,117	6,614,611	7,792,485
<b>Estimated Expenditures for Technology-Related Services Provided by the System</b>	366,325	4,333	737,132	1,107,790

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
Clairellyn	Sommersmith	Director	<input checked="" type="checkbox"/>	\$106,920	40.00
Angela	Schneider	Public Library Development Consultant	<input checked="" type="checkbox"/>	\$64,568	40.00
Karla	Smith	Integrated Library System (ILS) Manager	<input checked="" type="checkbox"/>	\$79,367	40.00
Melissa	Klein	ILS Specialist	<input checked="" type="checkbox"/>	\$61,742	40.00
			<input type="checkbox"/>		
			<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	\$72,946	40.00	Administrative Specialist II - Human Resources	\$60,198	40.00
WCTS Office Clerk	\$40,644	40.00			
Administrative Specialist I	\$47,613	40.00			
Network Manager/Web Developer Specialist	\$67,966	40.00			
Network Manager/PC Support Specialist	\$71,062	40.00			
Interlibrary Loan (ILL) Specialist	\$61,742	40.00			
Business Manager	\$78,199	40.00			
WCTS Program Coordinator	\$61,169	40.00			
Van Drivers	\$13,633	92.00			
ILL page/sorters	\$27,697	40.00			
WCTS page	\$10,491	15.00			
Administrative Specialist II - Accounting	\$54,024	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
4.00	0.00	4.00

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

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

13.68	17.68
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**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**

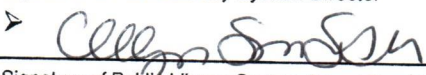
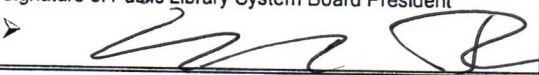
As of the date of this report, indicate whether the following statutory requirements are being met by the system. If any of these requirements were not met, attach a written explanation of the circumstances resulting in noncompliance and a description of the actions to be taken to achieve compliance (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 5<sup>th</sup> 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 Clairelynn Sommersmith	Date Signed 3-28-24
Signature of Public Library System Board President 	Name of Public Library System Board President Katherine Freund	Date Signed 3/27/24

## COMMENTS

8. Subscriptions (Includes periodicals and newspapers, but excludes those in electronic format)

This is correct--2024-03-18

a. Uses of E-Books By Users of Your System

This just includes Overdrive numbers--2024-03-18

Salaries and Wages: All Other

WALS, WCTS, OPL, NEWI--2024-03-21

Employee Benefits: All Other

WALS, WCTS, OPL office--2024-03-18

System Contracts: System State Aid

LSTA - Teen Internship--2024-03-19

System Contracts: All Other

County Funding passthrough excluding WCTS--2024-03-18

System Payments to Libraries: System State Aid

Infrastructure Grants, Director Contract, Rent to OPL--2024-03-18

System Payments to Libraries: Other State and Federal Aid

LSTA - Scholarships to Libraries--2024-03-18

System Payments to Libraries: All Other

Database Support to OPL, Berlin Public Rent--2024-03-18

Other Operating: Other State and Federal Aid

LSTA - CE Workshop--2024-03-21

Other Operating: All Other

Member library fees, OPL Delivery, WPLC website, Accounting services, printing--2024-03-21

Administration System Aid

Current funds and interest--2024-03-18

Administration Other Income

OPL, Accounting--2024-03-18

Total Estimated Technology-related Services Expenditures

Electronic Resources, Tech Support, Network, ILS--2024-03-22