

## REPORT OF THE DIRECTOR

### Winnefox Library System

Wednesday, September 26, 2018

#### **2019 PROPOSED WINNEFOX LIBRARY SYSTEM BUDGET**

Exhibit A. contains the proposed 2019 Winnefox Library System budget. The Exhibit consists of a memo summarizing the major features of the three separate budget components. Those components are as follows: Winnefox Library System (funded mainly by state public library system aids); the Winnefox Automated Library Services (WALS) program that is funded by the participating libraries and Winnefox; and the Winnefox Cooperative Technical Services (WCTS) program, funded by the County Agreements in Marquette, Waushara and Green Lake Counties. Discussion. **Action Requested:** Decide whether to approve the 2019 Winnefox Library System budget(s) as proposed in Exhibit A.

#### **2019 RESOURCE LIBRARY AGREEMENT**

Exhibit B. contains the 2019 Resource Library Agreement, which is required Agreement by Chap. 43 Wis. Statutes. This agreement addresses elements that are required parts of the relationship with Oshkosh Public Library. No significant changes from the current agreement are proposed. Discussion. **Action Requested:** Decide whether to approve the 2019 Resource Library Agreement as contained in Exhibit B.

#### **2019 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 C. in this month's board packet). Discussion. **Action Requested:** Decide whether to approve the 2019 agreements as proposed in Exhibit C.

#### **2019 ANNUAL SYSTEM PLAN**

The Annual Public Library System Plan and Certification of Intent to Comply for Calendar Year 2019 is included as Exhibit D. It is due to be submitted to DLT (Division for Libraries and Technology) in October. We believe that it addresses our needs for the year 2019. It was distributed in advance for comment from system member library directors. Discussion. **Action Requested:** Decide whether to approve Annual System Plan as presented in Exhibit D.

**WINNEFOX PERSONNEL  
POLICY MANUAL REVISION**

The result of a comprehensive review of Winnefox's personnel policy manual is presented for consideration by the board as Exhibit E. in this meeting's packet. The draft document was reviewed by staff for questions, and by James Macy, employment and labor law attorney at the firm of von Briesen & Roper, s.c. **Action Requested:** Decide whether to approve the revised personnel policy manual in Exhibit E.

**MISCELLANEOUS REPORTS -**

- Winnefox Assistant Director's Report – Exhibit F. contains Mark Arend's report, which provides updates on System matters.
- Samarbeid – Winnefox/OWLSnet shared ILS talks – Update
- Inclusive Services and Special Needs Consultant: Winnefox has contracted with Thomas Willadsen to provide consulting services to member libraries in the areas of inclusive services and services to special needs populations. Mark's memo announcing this relationship is included as Exhibit G. Mr. Willadsen is a past member of the Winnefox Board.

Respectfully submitted,

Jeff Gilderson-Duwe, Director