

Winnefox Library System Board of Trustees

September 24, 2025 Agenda

Patterson Memorial Library – Wild Rose 500 Division Street, Wild Rose WI 54984

A tour of the Patterson Memorial Library - Wild Rose will be given at 4:00 p.m.

This tour is being noticed as there is a potential for a quorum at that time

To Join by Zoom <https://us02web.zoom.us/j/83811790257?pwd=ZTg2UTcyb0xJcGwvbE5XYktKYk9lZz09>

Meeting ID: 838 1179 0257

Password: Winnefox24

To Join by Telephone Dial 312-626-6799

Meeting ID: 838 1179 0257

Password: 7991100829

Action Required

Page

Call to Order: 4:30 p.m.

Roll Call and Introductions

Public Comments

Unapproved Minutes

- | | | |
|---------------------------------------|-----|-----|
| • Board Meeting – July 30, 2025 | Yes | 128 |
| • Personnel Meeting – August 28, 2025 | Yes | 129 |
| • Finance Meeting – August 28, 2025 | Yes | 130 |

Financial Statements

- | | | |
|--|-----|-----------|
| • Statement of Revenue | No | 131 |
| • Statement of Expenditures by Program | No | 132 |
| • Statement of Expenditures by Account | No | 133 |
| • Balance Sheet | No | 134 - 136 |
| • Statement of Changes in Fiduciary Net Assets | No | 137 |
| • Grant Reporting | No | 138 |
| • Classification of Invoices Previously Paid
July – August 2025 | Yes | 139 - 146 |

Staff Guest

- | | | |
|---|----|--|
| • Staff Guest – Crystal Marschall is the Winnefox Cooperative Technical Services Coordinator. Crystal will inform the board about three rotations offered: Large Print, Wonderbooks, and Creative Studios. Additionally, she will discuss the exploration of a potential new rotation: decodable books. | No | |
|---|----|--|

New Business

1. Resolution of Appreciation:

Departing Trustee, David Rucker – Exhibit A

Action Requested: Approve the resolution included in Exhibit A.

Yes 147

2. Winnefox Library System 2024 Audit

The 2024 audit for Winnefox is included in your packet as Exhibit B. The audit is required by statute and was performed by CliftonLarsonAllen (CLA).

Action Requested: Accept the 2024 Winnefox Audit

Yes 148 - 221

3. **2026 Resource Library Agreement**
Exhibit C contains the 2026 Resource Library Agreement, which is required by Chapter 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. Yes 222
Action Requested: Approve the 2026 Resource Library Agreement as contained in Exhibit C.
4. **2026 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 D in this month's board packet. Yes 223 - 226
Action Requested: Approve the 2026 agreements as proposed in Exhibit D.
5. **2026 Proposed Winnefox Library System Budget**
Exhibit E contains the proposed 2026 Winnefox Library System budget. The exhibit consists of a memo highlighting the budget's major features. Yes 227 - 232
Action Requested: Approve the 2026 Winnefox Library System budget as proposed in Exhibit E.
6. **Special Funding Request**
The Winnefox Library System's Network department is requesting \$14,080 from WALs undesignated funds to cover the ½ of the cost for fire suppression installation for in the server room, this would ensure our equipment is protected in the event of a fire. Proposed in Exhibit F. Yes 233
Action Requested: Approve the special funding request as proposed in Exhibit F.
7. **2026-2030 Winnefox Library System Strategic Plan**
Review and approve the Winnefox Library System strategic plan Exhibit G. Yes 234
Action Requested: Approve the strategic plan as proposed in Exhibit G.
8. **2026 Annual System Plan**
Exhibit H contains the 2026 Annual System Plan & Intent to Comply, which is due to be submitted to DLT (Division for Libraries and Technology) by October 30. Required by Wis. Stat 43.24(2), this plan provides assurance that Winnefox Library System intends to comply with all statutory requirements for public library systems for the calendar year. Compliance is required to qualify for and maintain eligibility for state aid. Yes 235 - 243
Action Requested: Decide whether to approve the 2026 Annual System Plan in Exhibit H.

Reports

- System Activities Report Exhibit I. No 244

Adjournment

Next Meetings Scheduled:

- December 3, 2025, at 4:30 p.m. at Oshkosh Public Library – Oshkosh, WI