

Winnefox Library System Personnel Committee
May 29, 2024, 3:45 p.m. Agenda
Oshkosh Public Library, 106 Washington Ave, Oshkosh, WI 54901

- I. Call to Order
- II. Roll Call
- III. Public Comment
- IV. Discussion:
 - Modifying Survey Evaluation Form
 - Drafting Self Evaluation Form
- V. Request for Future Agenda Topics
- VI. Adjournment

Winnefox Library System Board of Trustees
May 29, 2024 Agenda
Oshkosh Public Library, 106 Washington Ave, Oshkosh WI 54901

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

To Join by Telephone Dial 312-626-6799

Meeting ID: 838 1179 0257

Password: Winnefox24

The Personnel Committee will meet May 29, 2024 at 3:45pm at Oshkosh Public Library

	<u>Action Required</u>	<u>Page</u>
<u>Call to Order:</u> 4:30 p.m.		

Roll Call and Introductions

Public Comments

Introduction of New Board Members

- | | | |
|--|----|--|
| • Allison McCormick – Waushara County Supervisor | No | |
| • Chuck Bornhoeft – Marquette County Supervisor | No | |
| • Ann Price – Campbellsport/North Fond du Lac/Brandon representative | No | |

Unapproved Minutes

- | | | |
|--------------------------------------|-----|----|
| • Personnel Meeting January 31, 2024 | Yes | 74 |
| • Regular Meeting March 27, 2024 | Yes | 75 |

Financial Statements

- | | | |
|---|-----|-------|
| • Statement of Revenue | No | 76 |
| • Statement of Expenditures by Program | No | 77 |
| • Statement of Expenditures by Account | No | 78 |
| • Balance Sheet | No | 79-81 |
| • Statement of Changes in Fiduciary Net Assets | No | 82 |
| • Grant Reporting | No | 83 |
| • Classification of Invoices Previously Paid March – April 2024 | Yes | 84-93 |

Staff Guest

- | | | |
|------------------|----|--|
| • Mary Schneider | No | |
|------------------|----|--|

New Business

- | | | |
|---|-----|-------|
| 1. <u>Finance Committee Appointments:</u>
Katherine Freund, as board president, will appoint an ad-hoc Finance Committee Action Requested: None | No | |
| 2. <u>Resolutions of Appreciation:</u>
Exhibit A includes a resolution of appreciation for departing trustees: John Jarvis, appointed in 2022, and Katheleen McGwin, appointed in 2018. Action Requested: Approve the resolutions included in Exhibit A | Yes | 95-96 |

3. Annual Meeting and Election Terms:

Discussion: Modify the current bylaws and current trustees’ terms to reflect Counties’ calendar of committee appointments happening in May. Nothing currently in the bylaws indicates the month trustee terms should begin. The bylaws state that the Annual Meeting will be held in January.

Action Requested: Move all current terms expiring in December to April. Consider a change in the bylaws to “The annual meeting shall be held in ~~January~~ May,” which can be voted on at the July Meeting.

No

Library Director’s Report

94

- Winnefox Passport Program
- State Aid Payment **Exhibit B**
- Director Activities
- Staff News
- Library News

No

No

97

No

No

No

Adjournment

Next Meeting Scheduled:

July 31, 2024 at 4:30 p.m. at Oxford Public Library

Unapproved Winnefox Personnel Meeting Minutes
Oshkosh Public Library/Zoom
January 31, 2024

Present: Clairellyn Sommersmith, Winnefox Director; Katherine Freund, Jim Miller, Mel Kolstad

Miller asked about whether evaluation surveys should be handed out in October, to be presented to the board in November; or would it be better for the Personnel Committee to send out the survey in August to be reviewed in September, for an October evaluation. Sommersmith mentioned that there's a possibility of 40 surveys being answered, and recommended doing a survey every other year?

Possible timeline:

- Winnefox director does a self-evaluation/goal in August
- The committee meets in October after surveys come in and later meets with the director. Board members with specific issues present them to the Personnel committee during the first October meeting (closed session)
- The board presents findings after budget time at the Winnefox board meeting in November.

Discussion was had regarding opening this up to the whole board, but Miller commented that there's a risk of micromanaging. Sommersmith was concerned about transparency regarding the board's ability to air grievances in the evaluation. Miller thought that this was already possible; Freund said that there's freedom for the board to freely discuss issues, but it's *staff* who might feel it would be bad to bring up an issue for fear of their job.

Miller thought that the board has total agency regarding any issues with the director that may arise; and also, the October meeting should be a closed meeting per Sommersmith.

The Personnel committee will next meet before the May Winnefox meeting at 3:45 to draft survey questions; finalization will occur in July.

Meeting adjourned at 4:15 p.m.

WINNEFOX LIBRARY SYSTEM
UNAPPROVED BOARD MEETING MINUTES
March 27, 2024

The regular meeting of the Winnefox Library System Board of Trustees was called to order at 4:30 p.m. on Wednesday, March 27, 2024, by President Katherine Freund. Trustees present were Ken Bates; Randy Fieldhack; Katherine Freund; Samantha Goldben; John Jarvis; Jim Miller; Patty Pieper; Andrew Prellwitz; David Rucker; Michael Will and Doug Zellmer. Trustees absent were Mark Arend; Bill Bracken; Noah Cypher; Melissa Kolstad; Kathleen McGwin; Melissa Stafford. Also present were Clairellyn Sommersmith, Director and Marcy Cannon, Business Manager.

Public comments: None

Minutes

Motion to approve the January 31, 2024 Winnefox Board meeting minutes. **Motion:** Miller; **Second:** Zellmer; **Vote:** Unanimous.

Ken Bates arrived at the meeting at this time.

Classifications

Motion to approve the January - February 2024 Classification of Invoices Previously Paid. **Motion:** Miller; **Second:** Zellmer; **Vote:** Unanimous.

Clairellyn Sommersmith gave the Report of the Director.

Winnefox Library System 2023 Annual Report

Discussion: Revisions made to exhibit A: page 2 of the presented annual report which includes removal of Jim Miller email address he doesn't have one and the corrected spelling of Sam Goldben's last name.

Motion to approve 2023 Winnefox System Annual Report as amended. **Motion:** Jarvis; **Second:** Will; **Vote:** Unanimous.

Resolutions of Appreciation – Departing Trustees

Motion to approve Resolution of Appreciation of Departing Trustee as presented in Exhibit B: **Motion:** Miller **Second:** Prellwitz; **Vote:** Unanimous.

Social Media Policy

Discussion: Revisions to presented Social Media Policy include punctuation correction in paragraph one of Social Media Policy section 1 and line one of paragraph two will read: Comments and postings from the public are allowed, but WLS staff reserves the right to review all comments and postings. Inappropriate posts or comments will be deleted by WLS staff and may lead to a ban or block of the user posting in violation of this policy. Any threatening comments or messages may be forwarded to local authorities.

Motion to approve Social Media Policy as amended. **Motion:** Will; **Second:** Jarvis; **Vote:** Unanimous.

Motion to adjourn at 5:24 pm. **Motion:** Fieldhack; **Second:** Miller; **Vote:** Unanimous.

Finance Committee

Discussion: The need for the board to create procedures related to the spending and saving of undesignated Winnefox funds. Katherine Freund will appoint an ad-hoc finance committee at the May board meeting.

Respectfully submitted,

Randall W. Fieldhack

Randy Fieldhack, Secretary
Marcy Cannon, Recorder

WINNEFOX LIBRARY SYSTEM
Statement of Revenue
March-April 2024
33% of the year

	Budget	Mar-Apr Income	Year to Date	Percentage
INCOME				
State Aid	1,298,937.00	324,734.25	1,298,937.00	100.00%
ILS Revenue	726,690.98		726,690.98	100.00%
Interest Revenue	30,000.00	53,983.01	98,856.13	329.52%
Miscellaneous Revenue	0.00	49.00	1,995.76	0.00%
Sales to Member Libraries	0.00		0.00	0.00%
Contractual Revenue	212,572.00	26,515.82	105,508.72	49.63%
WCTS County Revenue	204,041.00		204,041.00	100.00%
WCTS Other Revenue	6,843.75		6,900.00	100.82%
Printing Revenue	10,000.00	2,439.85	4,785.52	47.86%
Total Revenue	2,489,084.73	407,721.93	2,447,715.11	98.34%

WINNEFOX LIBRARY SYSTEM
Statement of Expenditures by Program
March-April 2024
33% of the year

OPERATIONAL EXPENDITURES	Budget	Mar-Apr Expenses	Year to Date	% Budget Expended
Technology, Reference, and Interlibrary Loan				
Electronic Resources	130,700.00	20,000.30	92,631.36	70.87%
ILL/Reference	129,452.00	19,151.39	39,430.77	30.46%
Technology Support	247,415.00	37,897.39	90,410.56	36.54%
ILS	614,047.00	178,457.97	337,749.07	55.00%
Network	215,741.00	25,820.10	58,186.33	26.97%
Total Technology, Reference, and Interlibrary Loan	1,337,355.00	281,327.15	618,408.09	46.24%
Continuing Education				
Continuing Education	112,378.00	25,164.20	42,908.13	38.18%
Consulting	89,148.00	9,825.89	19,994.47	22.43%
Total Continuing Education	201,526.00	34,990.09	62,902.60	31.21%
System Programs				
Administration	472,236.00	105,660.94	199,669.12	42.28%
Delivery Services	212,506.95	9,004.22	93,176.00	43.85%
Public Information	48,671.00	6,347.94	12,505.57	25.69%
Spec. Inclusive Services	0.00	0.00	0.00	0.00%
Library Services to Youth	3,000.00	222.88	321.21	10.71%
Total System Programs	736,413.95	121,235.98	305,671.90	41.51%
Other System Programs				
County Planning	48,681.00	7,473.97	15,016.88	30.85%
WCTS	210,491.00	25,932.58	57,393.04	27.27%
Total Other System Programs	259,172.00	33,406.55	72,409.92	27.94%
Grand Totals	2,534,466.95	470,959.77	1,059,392.51	41.80%

WINNEFOX LIBRARY SYSTEM
Statement of Expenditures by Account
March-April 2024
33% of the year

	Budget	Mar-Apr Expenses	Year to Date	Percentage
EXPENSES				
Salary & Wages	1,111,742.00	180,859.78	353,148.73	31.77%
Fringe Benefits	440,841.00	72,163.35	146,958.15	33.34%
Services				
Postage	5,412.00	971.29	1,814.72	33.53%
Advertising	500.00		0.00	0.00%
Rent	23,702.00	2,783.66	9,292.47	39.21%
Audit	11,000.00	2,835.00	2,835.00	25.77%
Strategic Planning	5,000.00		0.00	0.00%
Online Services	111,300.00		64,291.81	57.76%
Website	544.00	440.23	440.23	80.92%
ILS	290,000.00	144,055.27	205,341.14	70.81%
South Central Delivery	13,982.00		6,991.00	50.00%
Outsourced Printing	10,000.00	351.31	427.31	4.27%
Miscellaneous Services	13,885.00	1,040.16	3,207.86	23.10%
Insurance	13,070.00	10,750.75	14,621.63	111.87%
Equipment Maintenance	31,370.00	2,428.65	4,371.52	13.94%
Vehicle Maintenance	10,000.00	276.25	1,459.76	14.60%
Travel, Training, and Dues	37,350.00	19,612.38	25,724.20	68.87%
Workshops	12,000.00	5,296.39	8,856.77	73.81%
Telecommunications & Network	60,756.00	2,000.00	12,505.24	20.58%
WLS Sponsored Infrastructure	20,000.00	7,481.00	7,481.00	37.41%
Utilities	1,940.00	77.01	1,477.69	76.17%
Materials & Supplies				
Software	12,780.00	1,183.27	4,205.87	32.91%
Equipment	31,665.00	5,102.29	18,444.57	58.25%
Gasoline	21,000.00	1,577.75	2,924.84	13.93%
General Material & Supplies	32,650.00	3,055.35	8,281.50	25.36%
Meeting Expense	2,500.00	17.46	17.46	0.70%
Collection Development	155,203.00	5,016.04	88,129.49	56.78%
Capital Outlay	63,500.00		67,649.92	106.54%
Transfer Out	0.00		0.00	0.00%
	<u>2,543,692.00</u>	<u>469,374.64</u>	<u>1,060,899.88</u>	<u>41.71%</u>

Winnefox Library System

Balance Sheet

As of April 30, 2024

Apr 30, 24

ASSETS

Current Assets

Checking/Savings

10000 · Checking 57,111.98

10500 · Money Market 205,475.99

11100 · LGIP 01 General

11102 · Comp Absences - Winnefox 35,000.00

11103 · New Services - Winnefox 119,539.00

11107 · LGIP - Winnefox 2,595,414.03

11108 · Library Project Grants (State) 5,510.00

Total 11100 · LGIP 01 General 2,755,463.03

11200 · LGIP 02 WALS

11201 · Capital Reserves - WALS 500,004.01

11202 · Comp Absences - WALS 11,000.00

11203 · SIRSI Buyout Reserve - WALS 145,000.00

11204 · LGIP - WALS -164,296.20

Total 11200 · LGIP 02 WALS 491,707.81

11300 · LGIP 03 WCTS

11301 · Capital Reserves - WCTS 6,017.56

11302 · Comp Absences - WCTS 23,000.00

11303 · Copier Reserves - WCTS 1,371.50

11304 · LGIP - WCTS 33,124.95

11300 · LGIP 03 WCTS - Other -3,122.82

Total 11300 · LGIP 03 WCTS 60,391.19

Total Checking/Savings 3,570,150.00

Accounts Receivable

12000 · Accounts Receivable

12101 · Acct. Rec. - Winnefox 102,644.68

12102 · Acct. Rec. - WALS 2,188.89

Total 12000 · Accounts Receivable 104,833.57

Total Accounts Receivable 104,833.57

Other Current Assets

Other Current Assets

13000 · Accounts Receivable (Manual)

13200 · AR-Manual - WALS 132.00

13000 · Accounts Receivable (Manual) - Other 99.80

Total 13000 · Accounts Receivable (Manual) 231.80

15000 · Prepaid Expense

15100 · Prepaid Exp - Winnefox -357.65

15200 · Prepaid Exp - WALS 4,657.30

15300 · Prepaid Exp - WCTS -2,644.09

Total 15000 · Prepaid Expense 1,655.56

Total Other Current Assets 1,887.36

16000 · Reimbursable Assets

16100 · Reimbursable Assets - WLS 19,215.66

16200 · Reimbursable Assets - WALS 2,544.08

16300 · Reimbursable Assets - WCTS 1,579.28

Total 16000 · Reimbursable Assets 23,339.02

17000 · Undeposited Funds 574.12

Total Other Current Assets 25,800.50

Total Current Assets 3,700,784.07

TOTAL ASSETS 3,700,784.07

LIABILITIES & EQUITY

Liabilities

Winnefox Library System

Balance Sheet

As of April 30, 2024

05/21/24

Accrual Basis

Apr 30, 24

Current Liabilities		
Accounts Payable		
20000 · Accounts Payable		
20010 · Acct Payable - Winnefox		55,671.59
20020 · Acct Payable - WALS		28,205.07
		<hr/>
Total 20000 · Accounts Payable		83,876.66
		<hr/>
Total Accounts Payable		83,876.66
Other Current Liabilities		
Other Current Liabilities		
20100 · Deferred Revenue		
20110 · Deferred Rev - Winnefox		600.00
		<hr/>
Total 20100 · Deferred Revenue		600.00
20200 · Due to Other Funds		
1-332 · Due to Reach Out and Read		13.79
		<hr/>
Total 20200 · Due to Other Funds		13.79
20600 · Payroll Liabilities		
20605 · Federal Withholding		938.93
20610 · Medicare Payable		5.20
20615 · Social Security Payable		22.20
20625 · Wis Retirement Payable		10,200.96
20665 · 125 Plan		
20667 · Health Insurance Premium		2,561.39
20668 · Medical Care		1,228.10
		<hr/>
Total 20665 · 125 Plan		3,789.49
		<hr/>
Total 20600 · Payroll Liabilities		14,956.78
		<hr/>
Total Other Current Liabilities		15,570.57
20300 · Pass Through Revenue		
20310 · County Passthrough to Libraries		-0.01
20320 · Act 420 Passthrough		7,052.00
20330 · Overdrive - Statewide Passthrou		0.18
20340 · Overdrive - Winnefox Passthroug		28,585.66
20360 · Fine Payment Passthrough		5,354.74
		<hr/>
Total 20300 · Pass Through Revenue		40,992.57
20390 · Legal Clinic Deposit Acct.		5,337.69
20500 · Deposit Accounts		
20501 · Berlin Deposit Account		20,369.23
20502 · Brandon Deposit Account		3,258.95
20503 · Campbellsport Deposit Account		1,434.83
20504 · Coloma Deposit Account		85.73
20505 · Endeavor Deposit Account		58.79
20506 · Fond du Lac Deposit Account		150.01
20507 · Green Lake Deposit Account		21,260.84
20508 · Hancock Deposit Account		792.80
20509 · Kingston Deposit Account		53.00
20510 · Markesan Deposit Account		4,192.92
20511 · Menasha Deposit Account		3,333.22
20512 · Montello Deposit Account		13,139.20
20513 · Neenah Deposit Account		43,797.45
20515 · North FDL Deposit Account		3,500.00
20516 · Oakfield Deposit Account		2,029.00
20518 · Oshkosh Deposit Account		40,630.75
20519 · Oxford Deposit Account		185.59
20520 · Packwaukee Deposit Account		1,515.27
20522 · Plainfield Deposit Account		2,762.31
20523 · Poy Sippi Deposit Account		220.42
20524 · Princeton Deposit Account		279.31
20525 · Redgranite Deposit Account		10,009.35
20526 · Ripon Deposit Account		17,066.63
20527 · Wautoma Deposit Account		9,369.89
20528 · Westfield Deposit Account		1,423.12
20529 · Wild Rose Deposit Account		15,403.19
20530 · Winneconne Deposit Account		466.52

Winnefox Library System
Balance Sheet
As of April 30, 2024

	Apr 30, 24
20540 · Wonderbook Project	1,500.00
Total 20500 · Deposit Accounts	218,288.32
Total Other Current Liabilities	280,189.15
Total Current Liabilities	364,065.81
Total Liabilities	364,065.81
Equity	
32000 · Unrestricted Net Assets	1,295,965.49
33200 · WALs Equity	653,428.65
33300 · WCTS Equity	18,987.39
Net Income	1,368,336.73
Total Equity	3,336,718.26
TOTAL LIABILITIES & EQUITY	3,700,784.07

WINNEFOX LIBRARY SYSTEM
Statement of Changes in Fiduciary Net Assets
March-April 2024
33% of the year

	Budget	Jan-Feb Inflow	Mar-Apr Inflow	Year to Date	Percentage
ADDITIONS					
Fond du Lac County Contract	1,683,835.00	1,683,835.00		1,683,835.00	100.00%
Green Lake County Contract	260,699.00	260,699.00		260,699.00	100.00%
Marquette County Contract	219,876.00	219,876.00		219,876.00	100.00%
Waushara County Contract	451,182.00	451,182.00		451,182.00	100.00%
Winnebago County Contract	2,448,665.00	2,448,665.00		2,448,665.00	100.00%
Overdrive Statewide Collection	78,974.98	78,974.98		78,974.98	100.00%
Overdrive Winnefox Collection	108,778.34	113,878.34		113,878.34	104.69%
Act 420 County Reimbursement	463,251.05	456,199.05		456,199.05	98.48%
Fine Payment Reimbursement	0.00	7,000.00	3,500.00	10,500.00	0.00%
Total Inflow	5,715,261.37	5,720,309.37	3,500.00	5,723,809.37	100.15%

	Budget	Jan-Feb Outflow	Mar-Apr Outflow	Year to Date	Percentage
DEDUCTIONS					
Fond du Lac County Contract	1,683,835.00		1,683,835.00	1,683,835.00	100.00%
Green Lake County Contract	260,699.00		260,699.00	260,699.00	100.00%
Marquette County Contract	219,876.00		219,876.00	219,876.00	100.00%
Waushara County Contract	451,182.00		451,182.00	451,182.00	100.00%
Winnebago County Contract	2,448,665.00		2,448,665.00	2,448,665.00	100.00%
Overdrive Statewide Collection	78,974.98		78,975.00	78,975.00	100.00%
Overdrive Winnefox Collection	108,778.34	85,292.68	4,000.00	89,292.68	82.09%
Act 420 County Reimbursement	463,251.05		456,199.05	456,199.05	98.48%
Fine Payment Reimbursement	0.00	6,531.96	6,082.02	12,613.98	0.00%
Total Outflow	5,715,261.37	91,824.64	5,609,513.07	5,701,337.71	99.76%

WINNEFOX LIBRARY SYSTEM

**Grant Reporting
March-April 2024
33% of the year**

GRANT REVENUE	Grant Amt.	Previous Year		Year to Date	Percentage
		Revenue	Mar-Apr		
LSTA Professional Learning Scholarship					
July 2023-June 2024 LSTA Professional Learning	17,273.00			0.00	0.00%
LSTA Sparsity Aid					
July 2023 - June 2024 LSTA Sparsity Aid	12,976.00			0.00	0.00%
LSTA Teen Intern DPI Aid					
2023 Teen Intern DPI Aid	11,373.62			0.00	0.00%
2024 Teen Intern DPI Aid	12,500.00			0.00	0.00%
Total Revenue	54,122.62		0.00	0.00	0.00%

GRANT EXPENDITURES	Grant Amt.	Previous Year		Year to Date	Percentage
		Expenditures	Mar-Apr		
LSTA Professional Learning Scholarship					
July 2023-June 2024 LSTA Professional Learning	17,273.00	6,838.21	4,023.00	5,676.50	32.86%
LSTA Sparsity Aid					
July 2023 - June 2024 LSTA Sparsity Aid	12,976.00			12,976.00	100.00%
LSTA Teen Intern DPI Aid					
2023 Teen Intern DPI Aid	11,373.62	11,373.62		11,373.62	100.00%
2024 Teen Intern DPI Aid	12,500.00			0.00	0.00%
Total Expenditures	54,122.62		4,023.00	30,026.12	55.48%

Winnefox Library System
Accounts Payable
March through April 2024

Name	Memo	Account	Amount
Billable			
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	67.71
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	905.58
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	437.18
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	474.44
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	120.84
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	51.80
Baker & Taylor	Billable	16300 · Reimbursable Assets - ...	461.68
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	533.81
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	1,116.21
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	816.79
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	107.95
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	281.10
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	64.77
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	53.93
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	51.80
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	464.31
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	638.26
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	107.95
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	509.79
Baker & Taylor	Materials	16300 · Reimbursable Assets - ...	593.94
Berg, Sue	Materials	16300 · Reimbursable Assets - ...	192.00
Berlin Public Library	Berlin Public Library 6 mobile print renewals	16100 · Reimbursable Assets - ...	660.00
Berlin Public Library	Plastic risers Supplies	16300 · Reimbursable Assets - ...	217.60
Berlin Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	179.00
Berlin Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	21.20
Brandon Public Library	Hotspot Amazon	16100 · Reimbursable Assets - ...	10.78
Brandon Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Brandon Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	2.33
Caestecker Public Library, Green ...	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	59.00
Caestecker Public Library, Green ...	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	6.94
Campbellsport Public Library	Laptop	16100 · Reimbursable Assets - ...	1,000.00
Campbellsport Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	131.00
Campbellsport Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	0.83
Carter Memorial Library, Omro	Laptop	16100 · Reimbursable Assets - ...	2,130.00
Carter Memorial Library, Omro	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	116.00
Carter Memorial Library, Omro	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	13.83
Carter Memorial Library, Omro	Laptop Keyboard Amazon	16100 · Reimbursable Assets - ...	72.89
CDW Government	Small Network Switches	16100 · Reimbursable Assets - ...	49.80
Center Point Large Print	Materials	16300 · Reimbursable Assets - ...	263.67
Center Point Large Print	Materials	16300 · Reimbursable Assets - ...	49.14
Center Point Large Print	Materials	16300 · Reimbursable Assets - ...	240.00
Center Point Large Print	Materials	16300 · Reimbursable Assets - ...	164.19
Center Point Large Print	Materials	16300 · Reimbursable Assets - ...	24.00
Coloma Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	30.00
Coloma Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	3.47
Dell Marketing	Dell Monitor	16100 · Reimbursable Assets - ...	141.88
Demco	Supplies book covers	16300 · Reimbursable Assets - ...	101.45
Demco	Supplies - Materials	16300 · Reimbursable Assets - ...	112.19
Elisha D Smith Public Library, Me...	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	300.00
Elisha D Smith Public Library, Me...	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	98.52
Endeavor Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	5.12
Ethel Everhard Memorial Library, ...	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	75.00
Ethel Everhard Memorial Library, ...	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	14.50
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	27.19
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	283.92
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	86.37
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	103.16
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	31.19
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	247.92
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	49.60
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	127.96
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	48.00
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	56.78
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	127.97
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	50.40
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	83.97
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	220.73
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	97.57
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	24.80
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	19.19

Winnefox Library System
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Name	Memo	Account	Amount
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	25.60
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	22.39
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	74.40
Gale /Cengage Learning	Materials	16300 · Reimbursable Assets - ...	249.52
Hancock Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Hancock Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	1.66
Hancock Public Library	US Cellular Hotspot Service 4/10/24 - 5/9/24	16100 · Reimbursable Assets - ...	178.50
Ingram	Materials	16300 · Reimbursable Assets - ...	539.41
Ingram	Materials	16300 · Reimbursable Assets - ...	65.71
Ingram	Materials Ingram	16300 · Reimbursable Assets - ...	27.98
Legal Clinic	State Bar of WI Wisconsin Landlord & Tenant Manua l(Dep ...	16100 · Reimbursable Assets - ...	179.10
Leon-Saxeville Library, Pine River	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Leon-Saxeville Library, Pine River	Seed Savers Exchange	16300 · Reimbursable Assets - ...	42.32
Leon-Saxeville Library, Pine River	Desk Top Computer	16100 · Reimbursable Assets - ...	710.00
Leon-Saxeville Library, Pine River	Barcode Scanner	16100 · Reimbursable Assets - ...	222.64
Leon-Saxeville Library, Pine River	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	2.49
Lucky Luke, LLC	Materials	16300 · Reimbursable Assets - ...	408.99
Markesan Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	40.00
Markesan Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	1.96
Markesan Public Library	Materials Amazon	16300 · Reimbursable Assets - ...	5.99
Markesan Public Library	US Cellular Hotspot Service 4/10/24 - 5/9/24	16100 · Reimbursable Assets - ...	306.00
MicroMarketing LLC	Materials	16300 · Reimbursable Assets - ...	40.00
Mill Pond Public Library, Kingston	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Mill Pond Public Library, Kingston	US Cellular Hotspot Service 4/10/24 - 5/9/24	16100 · Reimbursable Assets - ...	357.00
Montello Public Library	Supplies	16300 · Reimbursable Assets - ...	62.02
Montello Public Library	Supplies book covers	16300 · Reimbursable Assets - ...	107.45
Montello Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	75.00
Montello Public Library	Materials Walmart Returned	16300 · Reimbursable Assets - ...	-35.99
Montello Public Library	Materials Amazon	16300 · Reimbursable Assets - ...	61.95
Montello Public Library	Materials Amazon	16300 · Reimbursable Assets - ...	85.40
Montello Public Library	Materials Amazon	16300 · Reimbursable Assets - ...	16.97
Montello Public Library	Materials Amazon	16300 · Reimbursable Assets - ...	43.38
Montello Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	3.39
Montello Public Library	Supplies Display bin	16300 · Reimbursable Assets - ...	435.19
Montello Public Library	Supplies Amazon	16300 · Reimbursable Assets - ...	34.98
Montello Public Library	US Cellular Hotspot Service 4/10/24 - 5/9/24	16100 · Reimbursable Assets - ...	357.00
Neenah Public Library	Gordon Flesch Invoice I00898987 Copier Fees	16100 · Reimbursable Assets - ...	798.63
Neenah Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	770.00
Neenah Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	173.91
Neenah Public Library	Lease for City of Neenah Cust #490000095 - Tech Reserve ...	16100 · Reimbursable Assets - ...	798.63
Neshkoro Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Oakfield Public Library	Barcodes ID Labels Inc	16100 · Reimbursable Assets - ...	247.00
Oakfield Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	40.00
Oakfield Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	4.15
Oshkosh Public Library	Laptop and Monitor for Darryl -OPL Tech Reserve	16100 · Reimbursable Assets - ...	1,063.82
Oshkosh Public Library	OPL IMC300F Printer from Gordon Flesch	16100 · Reimbursable Assets - ...	2,765.00
Oshkosh Public Library	OPL Supplies - EL Book Club & Wonder lab	16100 · Reimbursable Assets - ...	18.46
Oshkosh Public Library	OPL Supplies	16100 · Reimbursable Assets - ...	8.99
Oshkosh Public Library	OPL Supplies - Children's Program	16100 · Reimbursable Assets - ...	19.48
Oshkosh Public Library	Printer stand M. Schneider Amazon	16100 · Reimbursable Assets - ...	25.93
Oshkosh Public Library	office supplies Staples	16100 · Reimbursable Assets - ...	72.44
Oshkosh Public Library	supplies - 5 xstamper copy & entered Amazon	16100 · Reimbursable Assets - ...	37.22
Oshkosh Public Library	Supplies plastic dividers labels calculator Staples	16100 · Reimbursable Assets - ...	48.48
Oshkosh Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	650.00
Oshkosh Public Library	Laptop mount - M Cannon Amazon	16100 · Reimbursable Assets - ...	31.97
Oshkosh Public Library	Supplies enter stamper Amazon	16100 · Reimbursable Assets - ...	11.12
Oshkosh Public Library	Supplies Copier Paper Staples	16100 · Reimbursable Assets - ...	24.49
Oshkosh Public Library	Supplies Light Schlaak	16100 · Reimbursable Assets - ...	15.60
Oshkosh Public Library	Webcam	16100 · Reimbursable Assets - ...	57.30
Oshkosh Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	270.60
Oshkosh Public Library	Laptop and Dock	16100 · Reimbursable Assets - ...	1,195.00
Oshkosh Public Library	Barcode Scanners	16100 · Reimbursable Assets - ...	442.04
Oshkosh Public Library	Kroger Pick N Save Roundy's April 2024 Supplies Election ...	16100 · Reimbursable Assets - ...	29.41
Oshkosh Public Library	Kroger Pick N Save Roundy's April 2024 Supplies EL Book ...	16100 · Reimbursable Assets - ...	5.99
Oshkosh Public Library	Kroger Pick N Save Roundy's April 2024 Supplies Children's...	16100 · Reimbursable Assets - ...	26.43
Oshkosh Public Library	Supplies - Keys	16100 · Reimbursable Assets - ...	8.37
Oshkosh Public Library	Supplies Amazon	16100 · Reimbursable Assets - ...	40.07
Oshkosh Public Library	Supplies P/R Security Envelopes Staples	16100 · Reimbursable Assets - ...	28.16
Oshkosh Public Library	Supplies Toner & Stamp Staples	16100 · Reimbursable Assets - ...	237.04
Oshkosh Public Library	Supplies for Printer Staples	16100 · Reimbursable Assets - ...	227.41
Oshkosh Public Library	Supplies Light for Marcy Amazon	16100 · Reimbursable Assets - ...	15.19

Winnefox Library System
Accounts Payable
March through April 2024

Name	Memo	Account	Amount
Oshkosh Public Library	Circuit Vinyl Cutter	16100 · Reimbursable Assets - ...	228.20
Oshkosh Public Library	Supplies Paper Batteries dry erase Staples	16100 · Reimbursable Assets - ...	34.36
Oshkosh Public Library	Supplies Staples	16100 · Reimbursable Assets - ...	5.99
Oshkosh Public Library	April 27, 2024 - April 26, 2025 Prime Membership Amazon	16100 · Reimbursable Assets - ...	139.00
Oshkosh Public Library	Return Stamp Amazon sent wrong one	16100 · Reimbursable Assets - ...	-5.56
Oshkosh Public Library	Xerox Contract Mthly Base Rate chg 4/12/2024 to 5/11/2024	16100 · Reimbursable Assets - ...	115.96
Oxford Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	39.00
Oxford Public Library	Supplies/Cord mgmt Amaxon	16100 · Reimbursable Assets - ...	6.99
Oxford Public Library	Boys Town Press online	16300 · Reimbursable Assets - ...	98.95
Oxford Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	3.08
Oxford Public Library	US Cellular Hotspot Service 4/10/24 - 5/9/24	16100 · Reimbursable Assets - ...	306.00
Packwaukee Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	0.83
Patterson Memorial Library, Wild ...	Laptop Dock	16100 · Reimbursable Assets - ...	219.29
Patterson Memorial Library, Wild ...	HDMI Cord	16100 · Reimbursable Assets - ...	44.08
Patterson Memorial Library, Wild ...	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	35.00
Patterson Memorial Library, Wild ...	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	4.15
Patterson Memorial Library, Wild ...	Staff Laptop	16100 · Reimbursable Assets - ...	1,000.00
Patterson Memorial Library, Wild ...	6/13/24 Christian Strurtz Performance @ Wild Rose - Patter...	16100 · Reimbursable Assets - ...	295.00
Patterson Memorial Library, Wild ...	6/6/24 Mark Hayward Performance at Patterson Memorial Li...	16100 · Reimbursable Assets - ...	575.00
Patterson Memorial Library, Wild ...	6/20/24 J&R Aquatic Animal Rescue performance at Patters...	16100 · Reimbursable Assets - ...	250.00
Patterson Memorial Library, Wild ...	6/24/24 Rich Rubietta performance at Patterson Memorial Li...	16100 · Reimbursable Assets - ...	500.00
Plainfield Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Plainfield Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	7.47
Poy Sippi Public Library	Collaaborative Summer Prog / Materials	16100 · Reimbursable Assets - ...	75.22
Poy Sippi Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Poy Sippi Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	2.49
Poy Sippi Public Library	Summer Reading Program - PoySippy	16100 · Reimbursable Assets - ...	75.22
Princeton Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	60.00
Princeton Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	1.66
Redgranite Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	25.00
Redgranite Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	9.55
Redgranite Public Library	Materials	16300 · Reimbursable Assets - ...	233.13
Ripon Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	120.00
Ripon Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	25.12
Schmude, Julie	Refund of US Cellular Invoice	16100 · Reimbursable Assets - ...	46.44
Spillman Public Library, NFDL	Hotspots Techsoup	16100 · Reimbursable Assets - ...	30.00
Spillman Public Library, NFDL	Hot spots Mobile Beacon	16100 · Reimbursable Assets - ...	258.00
Spillman Public Library, NFDL	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	7.47
Sunrise Packaging	Supplies Disc Ring Album	16300 · Reimbursable Assets - ...	108.75
U.S. Postal Service (Hasler)	Postage Meter Fund Deposit	16100 · Reimbursable Assets - ...	249.51
U.S. Postal Service (Hasler)	Postage Meter Fund Deposit	16100 · Reimbursable Assets - ...	167.49
VISA	Materials Walmart	16300 · Reimbursable Assets - ...	39.92
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	19.99
VISA	Materials Walmart	16300 · Reimbursable Assets - ...	61.78
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	99.80
VISA	Lowcost Earbuds Materials	16300 · Reimbursable Assets - ...	92.94
VISA	Materials Walmart	16300 · Reimbursable Assets - ...	19.96
VISA	Book Page Labels Amazon	68580 · General Materials & Sup...	61.88
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	118.68
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	48.40
VISA	Materials Walmart	16300 · Reimbursable Assets - ...	137.09
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	414.68
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	44.21
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	59.89
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	15.71
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	23.57
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	86.01
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	93.86
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	24.99
VISA	Materials Amazon	16300 · Reimbursable Assets - ...	74.97
VISA	Materials Walmart	16300 · Reimbursable Assets - ...	99.80
VISA	Hyatt Regency Columbus RE: Kaukauna Public Lib Ashley T...	16100 · Reimbursable Assets - ...	457.60
Wautoma Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	80.00
Wautoma Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	17.43
Winneconne Public Library	Constant Contact email plus 12 mos service for use by 27 lib...	16100 · Reimbursable Assets - ...	158.00
Winneconne Public Library	March 2024 Inique Mgmt Service	16100 · Reimbursable Assets - ...	14.11

Total Billable

38,927.73

CE/Consulting
Consulting

Winnefox Library System
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Name	Memo	Account	Amount
Putzer, Janna	3/19/24 Mileage Materials Repair Workshop	65300 · Staff Mileage	26.80
Sommersmith, Clairellyn	Consulting	65300 · Staff Mileage	50.52
Total Consulting			77.32
Cont. Ed			
Adelman, Elisha	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	136.68
Barth, Kary	Karolyn Barth Speaker Fee - Materials Repair Workshops 20...	66300 · Workshop Expenses	1,800.00
Berven, James	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	45.56
Borman, Ashley	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	45.56
Borman, Ashley	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	58.96
Bridges Library System - Waukes...	2 Zoom Enterprise June 2024 - May 2025	61190 · Miscellaneous	520.00
Buchholz, Samantha	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	68.34
Burns, Mary	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	48.24
Dempsey, Braelyn	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	90.05
Dinkel, Anna	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	9.11
Dinkel, Anna	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	71.02
Ferch, Patricia	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	50.92
Fowler, Mary	03/20/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	140.70
Frola, Michelle	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	93.80
Gillett Public Library	Room Rental for Material Repair Workshop(NEW!) Gellette ...	66300 · Workshop Expenses	20.00
Graf, Michelle	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	17.42
Hameister, Aleshia	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	30.82
Hauer, Kristie	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	54.27
Hess, Lisa	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	37.52
Hidri, Dafina	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	45.56
Johnson, Dian	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	40.20
Johnson, Tanya	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	50.92
Kongslie, Kimmie	03/19/2024 Mileage Materials Repair Work shop	65400 · Member Library Mileage	81.74
Krasny, Samuel	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	72.36
Kroger - Roundy's Inc.	Supplies Workshop	66300 · Workshop Expenses	80.87
Kroger - Roundy's Inc.	Kroger Pick N Save Roundy's April 2024 Supplies Workshop...	66300 · Workshop Expenses	72.79
Lakari, Lara	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	75.04
Luke, Eliana	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	80.40
McKee, Janet	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	36.18
Menk, Susan	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	65400 · Member Library Mileage	95.14
Muehl Public Library	3/20/24 Mileage Materials Repair Workshop Elixabeth Timmi...	66300 · Workshop Expenses	37.52
Muehl Public Library	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	20.10
Neimaier, Melissa	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	52.26
O'Connor, Jilleen	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	29.48
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	88.84
Pescinski, Cathy	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	53.60
Peterson, Amy	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	37.52
Peterson, Brittanie	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	14.34
Reinke, Ann	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	91.12
Reuer, Lindsay	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	58.96
Rieder, Dawn	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	52.26
Santana, Susan	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	14.74
Schneider, Angela	March 2024 Mileage	65300 · Staff Mileage	273.59
Schneider, Angela	4/2/24 - 4/6/24 PLA Conference expense	65200 · Staff Training	31.06
Skenandore, Eliza	3/20/24 Mileage Materials Repair Workshop	66300 · Workshop Expenses	42.88
Smith, Emely V	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	48.24
Sommersmith, Clairellyn	Apr 2024 PLA Conf Expense Reimb	65200 · Staff Training	745.63
Stern, Karen	4/12/2024 Mileage CCBC Choices Workshop (NEWI)	66300 · Workshop Expenses	41.54
Strehlow, Sue	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	60.30
Tenor, Julia	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	14.74
Thomas, Tammy	3/19/2024 Mileage Materials Repair Workshop	66300 · Workshop Expenses	58.96
Trantow, Carol	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	45.56
VISA	Supplies Workshop - Kwik Trip	66300 · Workshop Expenses	20.98
VISA	Supplies Workshop - Kwik Trip	66300 · Workshop Expenses	17.03
VISA	Supplies Name tags for Workshops Staples	66300 · Workshop Expenses	17.47
VISA	WAPL 2024 Single Day Conference Registration	65200 · Staff Training	215.00
VISA	DTW Max & ERMA April 2024 PLA Conference	65200 · Staff Training	28.68
VISA	Havell Bistro - Angela April 2024 PLA Conference	65200 · Staff Training	34.09
VISA	Havell Bistro - Clairellyn April 2024 PLA Conference	65200 · Staff Training	34.09
VISA	Starbucks - Angela April 2024 PLA Conference	65200 · Staff Training	6.95
VISA	Starbucks - Clairellyn April 2024 PLA Conference	65200 · Staff Training	9.75
VISA	Hyatt Regency Columbus April 2024 PLA Conference	65200 · Staff Training	38.25
VISA	Starbucks April 2024 PLA Conference	65200 · Staff Training	6.95
VISA	Happy Greek Angela April 2024 PLA Conference	65200 · Staff Training	22.37
VISA	Fox in the Snow Italian Village April 2024 PLA Conference	65200 · Staff Training	23.68

Winnefox Library System

Accounts Payable

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Name	Memo	Account	Amount
VISA	Townhall - Door Dash April 2024 PLA Conference	65200 · Staff Training	26.13
VISA	Potbelly April 2024 PLA Conference	65200 · Staff Training	17.04
VISA	Hyatt Regency Columbus Angela April 2024 PLA Conference	65200 · Staff Training	457.60
VISA	Appleton Airport Parking Fee April 2024 PLA Conference	65200 · Staff Training	50.00
VISA	Glass Nickel Pizza 4/12/24 Workshop CCBC (NEWI)	65200 · Staff Training	334.50
VISA	City of Green Bay - Parking at 4/12/24 Workshop CCBC (NE...	65200 · Staff Training	5.00
VISA	Kwik Trip 4/12/24 Workshop CCBC (NEWI)	65000 · Travel, Training, and Dues	31.97
VISA	Hampton by Hilton Room at 4/12/24 Workshop CCBC (NEWI)	65200 · Staff Training	128.41
VISA	Hampton by Hilton Room at 4/12/24 Workshop CCBC (NEWI)	65200 · Staff Training	128.41
VISA	China Buffet 33 inc. Green Bay	65200 · Staff Training	16.35
VISA	Amazon	65200 · Staff Training	439.89
Weigelt, Cheryl	03/20/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	30.82
Wind, Carmen	03/20/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	107.20
Wisconsin Valley Library Service	Wild Wi Winter Web Conference Sponsorship	66300 · Workshop Expenses	792.00
Wondra, Calleigh	03/20/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	120.60
Younger, Susan	03/19/2024 Mileage Materials Repair Work shop	66300 · Workshop Expenses	42.88
Total Cont. Ed			9,187.50
Total CE/Consulting			9,264.82
Grant			
Carter Memorial Library.	2024 Winnebago County Special Project: Hoopla Support	68545 · Winnebago Spec Proj Sp...	6,000.00
Carter Memorial Library.	2024 Winnebago County Special Project: Library Programmi...	68545 · Winnebago Spec Proj Sp...	6,494.80
Elisha D Smith Public Library.	Winneconne 2024 Winnebago County Special Project: Hoopla	68545 · Winnebago Spec Proj Sp...	6,000.00
Elisha D Smith Public Library.	Winneconne 2024 Winnebago County Library Prog Support	68545 · Winnebago Spec Proj Sp...	6,494.80
Fond du Lac Public Library.	2023-2024 CE Scholarship reimb. for Sarah Davis PLA Conf...	68550 · LSTA Prof Learning Scho...	750.00
McCarry, Emma	2023-2024 CE Scholarship for attendance at the Power Up c...	68550 · LSTA Prof Learning Scho...	300.00
Mory, Andra	2023-2024 CE Scholarship reimb UW Madison - Basic Publi...	68550 · LSTA Prof Learning Scho...	423.00
Neenah Public Library.	2024 Winnebago County Special Project: Library Programmi...	68545 · Winnebago Spec Proj Sp...	6,494.80
Neenah Public Library.	2023-2024 CE Scholarship - Melissa Kazmer	68550 · LSTA Prof Learning Scho...	750.00
Neenah Public Library.	2023-2024 CE Scholarship Reimb - Richie Zaborowske PLA ...	68550 · LSTA Prof Learning Scho...	750.00
Oshkosh Public Library.	2024 Winnebago County Special Project: Hoopla Support	68545 · Winnebago Spec Proj Sp...	6,000.00
Oshkosh Public Library.	2024 Winnebago County Special Project Library Programmi...	68545 · Winnebago Spec Proj Sp...	6,494.80
Ripon Public Library.	2023-2024 Scholarship - Linda DeCramer March 2024 Powe...	68550 · LSTA Prof Learning Scho...	300.00
Ripon Public Library.	2023-2024 CE Scholarship - Susie Menk	68550 · LSTA Prof Learning Scho...	750.00
Winneconne Public Library.	2024 Winnebago County Special Project: Hoopla Support	68545 · Winnebago Spec Proj Sp...	6,000.00
Winneconne Public Library.	2024 Winndbago County Special Project: Library Programmi...	68545 · Winnebago Spec Proj Sp...	6,494.80
Total Grant			60,497.00
Other Programs			
County Plan			
Sommersmith, Clairellyn	County Plan Mileage	65300 · Staff Mileage	162.54
Total County Plan			162.54
wcts			
Demco	General Supplies	68580 · General Materials & Sup...	21.90
Demco	General Supplies	68580 · General Materials & Sup...	105.43
Demco	Supplies Heavy-Duty non glare labels	68580 · General Materials & Sup...	92.41
Demco	Supplies Catalog Processing	68580 · General Materials & Sup...	208.91
Demco	Supplies book repair	68580 · General Materials & Sup...	106.75
Demco	General Supplies - Materials	68580 · General Materials & Sup...	55.11
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	40.48
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	52.48
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	83.22
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	77.22
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	70.47
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	54.73
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	41.98
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	51.73
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	74.22
Gale /Cengage Learning	Large Print Rotation	68740 · Large Print Rotating	53.98
Leon-Saxeville Library.	Ref Jan-Mar 2024 WCTS Large Print Rotation Fee	68740 · Large Print Rotating	56.25
Library Ideas LLC	Wonderbook Rotation	68780 · Wonderbook	62.95
Marschall. Crystal	February 2024 Mileage Reimbursement @.67 / mile	65300 · Staff Mileage	125.80
Marschall. Crystal	March Mileage 2024	65300 · Staff Mileage	236.64
Marschall. Crystal	April 13-30, 2024 Mileage Reimb	65300 · Staff Mileage	168.84
Playaway Products LLC	Wonderbook Rotation	68780 · Wonderbook	268.80
Playaway Products LLC	Wonder Book Rotation	68780 · Wonderbook	290.65
Sunrise Packaging	General Materials	68580 · General Materials & Sup...	130.83

Winnefox Library System
Accounts Payable
March through April 2024

Name	Memo	Account	Amount
VISA	Toner/Supplies wcts Staples	68580 · General Materials & Sup...	122.56
VISA	General Supplies Walmart	68580 · General Materials & Sup...	3.48
VISA	Amazon - Supplies new calculator	68580 · General Materials & Sup...	10.82
VISA	General Supplies Walmart	68580 · General Materials & Sup...	5.70
VISA	Amazon Prime Membership	68720 · Periodicals	139.00
VISA	ELM USA Supplies	68580 · General Materials & Sup...	43.45
VISA	Supplies Toner	68580 · General Materials & Sup...	266.17
Total wcts			3,122.96
Total Other Programs			3,285.50
System Programs			
Admin			
Berlin Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	2,344.00
Berlin Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	22,424.00
Berlin Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	157.00
Berlin Public Library.	2024 Green Lake County Library Funding	20310 · County Passthrough to Li...	52,427.00
Berlin Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	38,903.00
Brandon Public Library.	Green Lake County 2022 circ adj county library reimb	20320 · Act 420 Passthrough	2,531.00
Brandon Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	44.00
Brandon Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	34,339.00
Caestecker Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	969.00
Caestecker Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	755.00
Caestecker Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,085.00
Caestecker Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	3,153.00
Caestecker Public Library.	2024 Green Lake County Library Funding	20310 · County Passthrough to Li...	47,915.00
Campbellsport Public Library.	Winnebago County 2022 circ adj county library reimburseme...	20320 · Act 420 Passthrough	226.00
Campbellsport Public Library.	Dodge County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	89.73
Campbellsport Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	128,423.00
Carter Memorial Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	91.00
Carter Memorial Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,845.00
Carter Memorial Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	309.00
Carter Memorial Library.	2024 Winnebago County Library Funding	20310 · County Passthrough to Li...	98,469.00
CliftonLarsonAllen LLP	Audit Services performed for 12/31/2023	61050 · Audit	2,835.00
Coloma Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	11,371.00
Coloma Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	209.00
Coloma Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	43,828.00
Elisha D Smith Public Library.	Waupaca cty 2022 circ adj county library Reimb	20320 · Act 420 Passthrough	1,250.00
Elisha D Smith Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	127.00
Elisha D Smith Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	650.00
Elisha D Smith Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	248.00
Elisha D Smith Public Library.	Calumet County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	100,777.00
Elisha D Smith Public Library.	Winneconne 2024 Winnebago County Library Funding	20310 · County Passthrough to Li...	503,930.00
Endeavor Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	24.00
Endeavor Public Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	19,256.00
Ethel Everhard Memorial Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	84.00
Ethel Everhard Memorial Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,047.00
Ethel Everhard Memorial Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	81,273.00
Fond du Lac Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	1,170.00
Fond du Lac Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	3,912.00
Fond du Lac Public Library.	Calumet County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	11,628.00
Fond du Lac Public Library.	Dodge County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	8,363.82
Fond du Lac Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	1,103,363.00
Freund, Katherine	3/27/2024 Mileage Reimb for 3/27/2024 Board Meeting in Co...	65500 · Trustee Mileage	80.40
Hancock Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	32,274.00
Jarvis, John	3/27/2024 Mileage Reimb for 3/27/2024 Board Meeting in Co...	65500 · Trustee Mileage	25.46
Kitz & Pfeil Hardware Inc	Supplies - Keys	68580 · General Materials & Sup...	8.37
Ladwig, Luke Plumbing Inc	Plumbing Montello Public Library install bottle filler & Toilet	68556 · WLS Sponsored Infrastru...	2,481.00
Leon-Saxeville Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	13.00
Leon-Saxeville Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	330.00
Leon-Saxeville Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	23,285.00
Manitowoc-Calumet Library System	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	27,969.00
Markesan Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	71.00
Markesan Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	309.00
Markesan Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	16.00
Markesan Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,560.00
Markesan Public Library.	2024 Green Lake County Library Funding	20310 · County Passthrough to Li...	66,806.00
Markesan Public Library.	Dodge County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	102.94
Mill Pond Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,538.00
Mill Pond Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	242.00

Winnefox Library System
Accounts Payable
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Name	Memo	Account	Amount
Mill Pond Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	167.00
Mill Pond Public Library.	2024 Green Lake County Library Funding	20310 · County Passthrough to Li...	41,072.00
Mill Pond Public Library.	Columbia County 2022 Cir adj county library reimbursement	20320 · Act 420 Passthrough	3,117.00
Monarch Library System	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	5,210.00
Montello Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	664.00
Montello Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	684.00
Montello Public Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	76,159.00
Montello Public Library.	Columbia County 2022 Cir adj county library reimbursement	20320 · Act 420 Passthrough	215.00
Neenah Public Library.	Waupaca County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	4,072.00
Neenah Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	302.00
Neenah Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	946.00
Neenah Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,858.00
Neenah Public Library.	Calumet County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	24,413.00
Neenah Public Library.	2024 Winnebago County Library Funding	20310 · County Passthrough to Li...	940,336.00
Neshkoro Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	621.00
Neshkoro Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	4,517.00
Neshkoro Public Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	16,642.00
Oakfield Public Library.	Dodge County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,729.56
Oakfield Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	34,981.00
Oshkosh Public Library.	Waupaca County 2022 cir adj county library reimb	20320 · Act 420 Passthrough	1,662.00
Oshkosh Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	1,897.00
Oshkosh Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	6,648.00
Oshkosh Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	35,221.00
Oshkosh Public Library.	Calumet County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	3,095.00
Oshkosh Public Library.	2024 Winnebago County Library Funding	20310 · County Passthrough to Li...	736,228.00
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	588.82
Outagamie Waupaca Library Syst...	Waushara County 2022 Circ Adj County Lib Reimb	20320 · Act 420 Passthrough	26,882.00
Outagamie Waupaca Library Syst...	Winnebago County 2022 Circ Adj County Lib Reimb	20320 · Act 420 Passthrough	17,724.00
Outagamie Waupaca Library Syst...	Shared Mileage & Parking - Legislative Day	65300 · Staff Mileage	71.65
OverDrive	WLS Overdrive content deposit	20340 · Overdrive - Winnefox Pa...	4,000.00
Oxford Public Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	16,939.00
Packwaukee Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	50.00
Packwaukee Public Library.	2024 Marquette County Library Funding	20310 · County Passthrough to Li...	9,607.00
Patterson Memorial Library.	Waupaca County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,748.00
Patterson Memorial Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	49.00
Patterson Memorial Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	147.00
Patterson Memorial Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	1,285.00
Plainfield Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	173.00
Plainfield Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	182.00
Plainfield Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	283.00
Plainfield Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	31,387.00
Poy Sippi Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	92.00
Poy Sippi Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	7.00
Poy Sippi Public Library.	2024 Infrastructure Grant - Carpeting	68556 · WLS Sponsored Infrastru...	5,000.00
Poy Sippi Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	25,789.00
Prellwitz, Andrew	3/27/2024 Mileage Reimb for 3/27/2024 Board Meeting in Co...	65500 · Trustee Mileage	60.30
Princeton Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	24,408.00
Princeton Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	638.00
Princeton Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	162.00
Princeton Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	95.00
Princeton Public Library.	2024 Green Lake County Library Funding	20310 · County Passthrough to Li...	52,479.00
Quadient, Inc.	Jan-Mar 2024 Postage Meter Rental	61010 · Postage	188.29
Redgranite Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	20.00
Redgranite Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	36.00
Redgranite Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	36.00
Redgranite Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	27,522.00
Ripon Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	19,132.00
Ripon Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	44,199.00
Ripon Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	158,718.00
Secura Insurance Company	Commercial Protection Plan Ins 4/15/24 - 12/31/24	62100 · Property Insurance	1,154.25
Secura Insurance Company	Umbrella ins 4/15/24 - 12/31/24	62300 · Umbrella Liability	690.00
Secura Insurance Company	Umbrella ins 1/1/25 - 4/15/25	15100 · Prepaid Exp - Winnefox	230.00
Secura Insurance Company	Workers Comp Ins 4/15/24 - 12/31/24	60450 · Workers Compensation	3,911.99
Spillman Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	3,547.00
Spillman Public Library.	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	64,982.00
TASC	March 2024 FSA - Adm Fee	60350 · Flexible Spending	55.00
TASC	April 2024 FSA Admin Fee	60350 · Flexible Spending	44.00
U.S. Postal Service (Hasler)	March 2024 Postage	61010 · Postage	46.13
U.S. Postal Service (Hasler)	April 2024 Postage	61010 · Postage	49.47
Village of Wild Rose for Wild Ros...	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	77,250.00
VISA	Printer stand M. Schneider Amazon	68580 · General Materials & Sup...	25.93

Winnefox Library System
Accounts Payable
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Name	Memo	Account	Amount
VISA	Office supplies Staples	68580 · General Materials & Sup...	72.43
VISA	Supplies - 5 xstamper copy & entered Amazon	68580 · General Materials & Sup...	37.23
VISA	Supplies plastic dividers labels calculator Staples	68580 · General Materials & Sup...	48.49
VISA	Supplies pre inked stamps Marcy & Mary Staples	68580 · General Materials & Sup...	212.60
VISA	supplies pre inked stamps - Geelan, Smith, Cannon Staples	68580 · General Materials & Sup...	63.18
VISA	Laptop mount - M Cannon Amazon	68530 · Equipment	31.97
VISA	Supplies enter stamper Amazon	68580 · General Materials & Sup...	11.12
VISA	Supplies Copier Paper Staples	68580 · General Materials & Sup...	24.50
VISA	Supplies Light Schlaak	68530 · Equipment	15.59
VISA	Supplies Amazon	68580 · General Materials & Sup...	40.06
VISA	Supplies P/R Security Envelopes Staples	68580 · General Materials & Sup...	28.16
VISA	Supplies Toner & Stamp Staples	68580 · General Materials & Sup...	237.04
VISA	Supplies for Printer Staples	68580 · General Materials & Sup...	227.41
VISA	Supplies Light for Marcy Amazon	68530 · Equipment	15.20
VISA	Flavors of India April 2024 PLA Conference	65200 · Staff Training	28.73
VISA	GCCC Goodale Garage Parking April 2024 PLA Conference	65200 · Staff Training	2.00
VISA	Agave & Rye Tequila & Bourbon Hall April 2024 PLA Confer...	65200 · Staff Training	76.78
VISA	Mikey's Late Night Slice April 2024 PLA Conference	65200 · Staff Training	9.97
VISA	Eastern Palace Restarant April 2024 PLA Conference	65200 · Staff Training	35.26
VISA	Hyatt Regency Columbus April 2024 PLA Conference	65200 · Staff Training	1,065.60
VISA	Supplies Paper Batteries dry erase Staples	68580 · General Materials & Sup...	34.36
VISA	Supplies Staples	68580 · General Materials & Sup...	5.99
VISA	Return Stamp Amazon sent wrong one	68580 · General Materials & Sup...	-5.56
VISA	Parlay Sporting Club Kitchen Winnefox Happy Hour at April ...	61190 · Miscellaneous	80.66
VISA	Happy Greek Clairelynn April 2024 PLA Conference	65200 · Staff Training	25.37
Waupun Public Library	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	2,729.00
Waupun Public Library	2024 Fond du Lac County Library Funding	20310 · County Passthrough to Li...	159,029.00
Wautoma Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	421.00
Wautoma Public Library.	Marquette county 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	4,626.00
Wautoma Public Library.	Winnebago County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	758.00
Wautoma Public Library.	2024 Waushara County Library Funding	20310 · County Passthrough to Li...	150,944.00
Will, Michael	3/27/2024 Mileage Reimb for 3/27/2024 Board Meeting in Co...	65500 · Trustee Mileage	93.80
Winneconne Public Library.	Waupaca County 2022 circ adj county library reimb	20320 · Act 420 Passthrough	109.00
Winneconne Public Library.	Green Lake County 2022 circ aj county library adjustment	20320 · Act 420 Passthrough	48.00
Winneconne Public Library.	Waushara County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	93.00
Winneconne Public Library.	FDL County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	308.00
Winneconne Public Library.	Calumet County 2022 circ adj county library reimbursement	20320 · Act 420 Passthrough	139.00
Winneconne Public Library.	2024 Winnebago County Library Funding	20310 · County Passthrough to Li...	107,228.00
Wisconsin Library Service (WiLS)	WPLC 2024 Statewide Buying Pool	20330 · Overdrive - Statewide Pa...	74,212.00
Wisconsin Library Service (WiLS)	WPLC2024 Member Shares	65100 · Dues	7,848.00
Wisconsin Library Service (WiLS)	2024 WPLC Magazine Costs	20330 · Overdrive - Statewide Pa...	4,763.00
Wisconsin Library Service (WiLS)	WiLS Service Fee 7/1/24 - 6/30/25	61190 · Miscellaneous	199.00
Total Admin			5,569,068.05
Delivery			
Oshkosh, City of	Mar 2024 gas - 2021 Chevy	68540 · Gasoline	603.33
Oshkosh, City of	Mar 2024 gas - 2023 Ford	68540 · Gasoline	647.74
Oshkosh, City of	Mar 2024 gas - 2016 Ford	68540 · Gasoline	326.68
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	1,026.66
Quent's Service Center, Inc.	Blinker Bulb	64300 · 2016 White Ford Van	47.95
Quent's Service Center, Inc.	Oil Change	64010 · 2023 White Ford Van	74.40
Quent's Service Center, Inc.	Oil Change	64300 · 2016 White Ford Van	64.95
Refuel Pantry - Quent's	Oil Change	64400 · 2021 White Chevy Van	88.95
Secura Insurance Company	Auto Insurance 4/15/24 - 12/31/24	62200 · Auto Insurance	3,984.75
Secura Insurance Company	Acct#7547819 Business Auto Ins 4/15/23 - 4/15/24 new van ...	62200 · Auto Insurance	145.00
Secura Insurance Company	Acct#7547819 Business Auto Ins 4/15/24 - 12/31/24 new va...	62200 · Auto Insurance	873.75
Total Delivery			7,884.16
Pub. Inf.			
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	384.34
Rhyme Business Products	Xerox Contract Mthly Base Rate chg 4/12/2024 to 5/11/2024	63300 · Color Copier Maintenance	115.97
Ripon Public Library.	WLS 2024 Printing expense relief Reimbursement	61140 · Outsourced Printing	200.00
Steen Macek Paper	Paper	68580 · General Materials & Sup...	365.55
Steen Macek Paper	Paper Print shop	68580 · General Materials & Sup...	177.96
VISA	Constant Contact email plus 12 mos service for use by 27 lib...	61190 · Miscellaneous	203.00
Xerox Corporation	Copier Mtnce meter read 1/22/24 - 3/5/24	63300 · Color Copier Maintenance	1,375.29
Xerox Corporation	Copier Mtnce Metter read 3/5/24 -4/16/24	63300 · Color Copier Maintenance	937.39
Total Pub. Inf.			3,759.50

Winnefox Library System
Accounts Payable
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Name	Memo	Account	Amount
Youth			
VISA	Creative Studio Amazon	61200 · Creative Studios	64.57
VISA	Creative Studio	61200 · Creative Studios	12.93
VISA	Materials Amazon Creative Studio	61200 · Creative Studios	145.38
Total Youth			222.88
Total System Programs			5,580,934.59
Tech, Ref & ILL			
Elec. Res.			
Dell Marketing	Laptop for Baker	68530 · Equipment	1,983.87
World Archives	Newspaper Archive Subscription 4/1/24 - 12/31/24	68770 · Online Resources	3,375.00
Total Elec. Res.			5,358.87
ILL/Ref			
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	145.84
U.S. Postal Service (Hasler)	March 2024 Postage	61010 · Postage	304.36
U.S. Postal Service (Hasler)	April 2024 Postage	61010 · Postage	383.04
VISA	Supplies Paper Staples	68580 · General Materials & Sup...	48.99
VISA	Supplies Bubble Mailers Amazon	68580 · General Materials & Sup...	32.71
VISA	Supplies Bubble Mailers Amazon	68580 · General Materials & Sup...	15.88
Total ILL/Ref			930.82
Tech Supp			
CDW Government	POS Power Adampers for Meraki	68530 · Equipment	74.91
CDW Government	Unmanaged Network Switches	68530 · Equipment	451.17
Dell Marketing	Laptop for Harland	68530 · Equipment	1,983.87
Dell Marketing	Replacement laptop keyboard	68580 · General Materials & Sup...	42.99
Oshkosh, City of	April & May 2024 Rent	61040 · Rent	63.66
VISA	Supplies Tape Amazon	68580 · General Materials & Sup...	5.99
VISA	Mother board Batteries Amazon	68530 · Equipment	7.85
VISA	Intuit Quickbooks/Proline	68510 · Software	550.00
VISA	Power Adaptor Returned - Amazon	68580 · General Materials & Sup...	-18.99
VISA	Go Daddy.com 4 yr Domain Renewal Winnefox.org	61080 · Website	92.68
VISA	Go Daddy.com 4 yr Domain Renewal Markesanlibrary.org	61080 · Website	115.85
VISA	Go Daddy.com 4 yr Domain Renewal Wauomalibrary.org	61080 · Website	115.85
VISA	Go Daddy.com 4 yr Domain Renewal Wildroselibary.org	61080 · Website	115.85
Total Tech Supp			3,601.68
WALS/ILS/Network			
ILS			
Almas, Lucas	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	64.32
Barnard, Kent	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	61.64
Betler, Dawn	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	26.80
Capoyianes, Alison	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	28.14
Eisch, Lisa	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	61.64
Fowler, Mary	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	49.58
Hardina-Wilhelm, Nicole	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	16.08
Kalupa, Chris	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	42.88
Klapper, Andrea	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	67.00
Klein , Melissa	March 2024 COSUGI conf expense reimb	65200 · Staff Training	61.47
Klusmeyer, Hannah	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	64.32
Kongslie, Kimmie	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	72.36
Luke, Eliana	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	81.74
Marshall, Heidi	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	73.70
Mory, Andra	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	50.92
Oshkosh, City of	April & May 2024 Database Support Per contractual Agreem...	61090 · ILS	26,275.16
Oshkosh, City of	April & May Rent	61040 · Rent	208.66
Sadowski, Deb	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	72.36
Secura Insurance Company	Workers Comp Ins 4/15/24 - 12/31/24	60450 · Workers Compensation	762.08
SirsiDyinx	Annual Maintenance (minus Platinum seperate)	61090 · ILS	117,391.16
Smith , Karla	March 2024 COSUGI conf expense reimb	65200 · Staff Training	465.01
Smith , Karla	ALL-WALS Supplies	68590 · Meeting Expenses	17.46
Stainbrook, Bernadette	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	73.70
VISA	I-pad Karla & Melissa Amazon	68530 · Equipment	321.08
VISA	March 2024 COSUGI Conf. Provo Marriott - Dinner Smith	65200 · Staff Training	12.31
VISA	March 2024 COSUGI Conf. Provo Marriott - Dinner Klein	65200 · Staff Training	10.10
VISA	March 2024 COSUGI Conf. Provo Marriott - Hotel Klein	65200 · Staff Training	858.20

Winnefox Library System
Accounts Payable
March through April 2024

Name	Memo	Account	Amount
VISA	March 2024 COSUGI Conf. Provo Marriott - Hotel Smith	65200 · Staff Training	906.32
VISA	Digital Certificate SSL for Symphony Server Digicert	61090 · ILS	289.00
VISA	ProPay Credit Card Swipt Service 2024-2025	61090 · ILS	99.95
VISA	Supplies - Dry erase Staples	68580 · General Materials & Sup...	7.60
VISA	All WALS Taqueria Lunch	65200 · Staff Training	380.53
Wegner, Heather	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	37.52
Wilson, Sara	4/30/24 All WALS Meeting Mileage	65400 · Member Library Mileage	60.30
Total ILS			149,071.09
Network			
CDW Government	PoE injectors for Meraki	68530 · Equipment	33.82
Heartland Business Systems	Heartland Labor Block Consulting Service block	67200 · Network	2,000.00
Hodge, Pete	Mileage 03/13/24 - 4/10/24	65300 · Staff Mileage	207.03
Oshkosh, City of	April & May Rent	61040 · Rent	276.84
Secura Insurance Company	Workers Comp ins 4/15/24 - 12/31/24	60450 · Workers Compensation	406.44
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab	68510 · Software	163.00
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab	68510 · Software	232.00
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab	68510 · Software	232.00
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab Tax	68510 · Software	1.63
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab Tax	68510 · Software	2.32
VISA	Software Licenses Back Up Assist Renewal Cortex IT Lab Tax	68510 · Software	2.32
VISA	Power Cord Adaptors Amazon	68530 · Equipment	11.98
VISA	Power Adapters Amazon	68530 · Equipment	20.99
VISA	Supplies Tools Amazon	68580 · General Materials & Sup...	41.98
VISA	Power Adapters (Returned) Amazon	68580 · General Materials & Sup...	18.99
VISA	Power Adapters Amazon	68530 · Equipment	30.99
VISA	Power Adapters Amazon	68530 · Equipment	119.00
VISA	Supplies Electrical Tape Amazon	68580 · General Materials & Sup...	8.99
WillisTowers Watson Midwest, Inc.	Cyber Security 4/15/24 - 12/31/24	62100 · Property Insurance	3,903.00
Total Network			7,713.32
Total WALS/ILS/Network			156,784.41
Total Tech, Ref & ILL			166,675.78
WALS			
Secura Insurance Company	Workers Comp Ins 01/01/25 - 4/15/25	15200 · Prepaid Exp - WALS	254.01
Secura Insurance Company	Workers Comp ins 1/1/25 - 4/15/25	15200 · Prepaid Exp - WALS	135.48
WillisTowers Watson Midwest, Inc.	Cyber Security 01/01/25 - 4/15/25	15200 · Prepaid Exp - WALS	1,301.00
Total WALS			1,690.49
WLS			
Neenah Public Library.	Deposit Account Withdrawal	20513 · Neenah Deposit Account	10,951.00
Secura Insurance Company	Commercial Protection Plan Ins 1/1/25 - 4/15/25	15100 · Prepaid Exp - Winnefox	384.75
Secura Insurance Company	Auto Insuarncce 1/1/25 - 4/15/25	15100 · Prepaid Exp - Winnefox	1,328.25
Secura Insurance Company	Workers Comp Ins 1/1/25 - 4/15/25	15100 · Prepaid Exp - Winnefox	1,304.00
Secura Insurance Company	Acct#7547819 Business Auto Ins 1/1/25 - 4/15/25 new van p...	15100 · Prepaid Exp - Winnefox	291.25
World Archives	Newspaper Archive Subscription 1/1/25 - 3/31/25	15100 · Prepaid Exp - Winnefox	1,125.00
Total WLS			15,384.25
TOTAL			5,876,660.16

MEMORANDUM:

To: Winnefox Library System Trustees
From: Clairellyn Sommersmith, Director
Subject: Director's Report
Date: May 22, 2024

Winnefox Passport Program: Winnefox will be kicking off its Summer Reading activity on June 1. The Winnefox Passport Program encourages patrons to visit every library in their county and in the greater system at large during June and July. Getting 4 passport stamps earns an individual one raffle ticket to be entered into one of the three give aways. More information can be found on our website: winnefox.org/passport

State Aid Payment: Winnefox was notified on May 14 that the second system aid payment was transferred. The second state aid payment depends on the successful submission of the member library and system Annual Reports. The letter is included in this month's board packet.

Director Activities: I attended the Public Library Association Conference in Columbus Ohio in early April. The conference is held every two years, and I appreciated the opportunity to discuss with colleagues and learn from sessions about data, leadership, and policies.

I also attended the Wisconsin Public Library Consortium (WPLC) Board Meeting and the System and Resource Library Administrators' Associations of Wisconsin (SRLAAW) meetings. WPLC oversees statewide collaborations, like statewide delivery, technology collaborations, and the Overdrive collection available to all Wisconsin patrons. SRLAAW met with the Wisconsin Library Association's lobbyist as we begin the discussion of the State Aid ask library systems will be putting in for the 2026-2027 budget.

Staff News: The staff concluded a new training series in May called "Winnefox Virtual Office Hour." Held twice a month, office hours included training on a specific topic for 20 minutes and leaving 30 minutes for discussion and questions with staff. Topics included: website support, Facebook events, county funding, and the Creative Studios collection. Depending on the survey response, office hours will resume following a hiatus for summer.

Karla Smith and Melissa Klein hosted Winnefox's quarterly ILS training, called All-WALS, on April 30. Topics included: progress made to improve access in the public catalog to Libraries' Things; tools libraries can use to assess their community demographics; best practices for entering data into the system's database. The afternoon session was dedicated to Microsoft Outlook training. Multiple Winnefox staff took 5-10 minutes offering their tips and tricks for managing an email inbox.

Library News: The Elisha D. Smith Library in Menasha is currently moving into its temporary location at UWO Fox Valley. The library will be closed the month of June to facilitate the move and will reopen on July 1 to the public at their temporary location.

Brandon Public Library will be starting their renovation projection on August 1. They will be in a temporary location through next spring while the construction is done to expand the library into the neighboring alley space.

The libraries in Green Lake County each received \$5,000 in ARPA funding from the county to be spent addressing health literacy and/or disparities to improve public health outcomes.

WINNEFOX LIBRARY SYSTEM
RESOLUTION OF THE BOARD OF TRUSTEES

May 29, 2024

WHEREAS, John Jarvis has served on the Winnefox Library System Board of Trustees since April 2022, with unswerving support and dedication; and

WHEREAS, his enthusiasm, valuable contributions and interested participation have assisted in the development of library services for member libraries and for residents of the system;

THEREFORE, BE IT RESOLVED that we, the Winnefox Library System Board of Trustees, extend our sincere appreciation for his contributions to the board and his continuing interest in public libraries; and we offer congratulations on his fine record of public service.

Resolution Approved This 29th Day of May 2024.

Katherine Freund, President
Winnefox Library System
Board of Trustees

Clairellyn Sommersmith, Director
Winnefox Library System

WINNEFOX LIBRARY SYSTEM
RESOLUTION OF THE BOARD OF TRUSTEES
May 29, 2024

WHEREAS, Kathleen McGwin has served on the Winnefox Library System Board of Trustees since May 2018, with unswerving support and dedication; and

WHEREAS, his enthusiasm, valuable contributions and interested participation have assisted in the development of library services for member libraries and for residents of the system;

THEREFORE, BE IT RESOLVED that we, the Winnefox Library System Board of Trustees, extend our sincere appreciation for his contributions to the board and his continuing interest in public libraries; and we offer congratulations on his fine record of public service.

Resolution Approved This 29th Day of May 2024.

Katherine Freund, President
Winnefox Library System
Board of Trustees

Clairellyn Sommersmith, Director
Winnefox Library System



Jill K. Underly, PhD, State Superintendent

April 30, 2024

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

Dear Katherine Freund:

I am pleased to inform you that Winnefox Library System's second state system aid payment for operations in 2024 in the amount of \$324,734.25 has been electronically transmitted. This payment will allow you to continue to carry out this year's system plan as approved earlier by the Division for Libraries and Technology. I am hopeful that this aid payment will assist in your support of the member libraries in your system. Public library system funding is provided from the Universal Service Fund.

I want to applaud you and the rest of your system board for providing services that allow your member libraries to thrive. The services you provide at a regional level allow libraries to use local funding to meet their unique needs. The Division for Libraries and Technology looks forward to continuing to work and collaborate with public library systems throughout the state to ensure adequate resources are available to support the critical services your system provides.

The Division for Libraries and Technology believes libraries are the most important places in our schools and communities. The library is the only place in our state where you can go everywhere without having to go anywhere. Thank you for everything you do for all of our Wisconsin residents.

Sincerely,

A handwritten signature in black ink that reads "Darrell L. Williams, Ph.D." in a cursive script.

Darrell L. Williams, Ph.D.
Assistant State Superintendent, Division for Libraries and Technology

C: Clairelynn Sommersmith - Director, Winnefox Library System
Ben Miller - Director, Library Services