

## REPORT OF THE DIRECTOR

### Winnefox Library System

Wednesday, March 25, 2009

#### **WINNEFOX LIBRARY SYSTEM – 2008 ANNUAL REPORT**

This year's System Annual Report, is included in your packet as Exhibit A. This is a required report which must be

submitted to the state in order for us to receive our second aids check. Discussion. **Action Requested:** accept 2008 Annual Report.

#### **2008 YEAR END FINANCIAL REPORTS**

Exhibit B. in this month's board packet contains the 2008 year-end financial reports.

#### **DELIVERY SERVICE EXPANSION PROPOSAL**

The system's delivery service has seen explosive growth in the number of items moved among member libraries in the past

couple of years. Demand for this service has exceeded our capacity for some time now, leading me recently to ask Mark Arend and Julie Schmude to examine options for coping with the demand. Exhibit C. in this month's board packet is a memo from Mark proposing that we expand the service by purchasing a third van and hiring one driver and one interlibrary loan page. The Winnefox budget can accommodate the additional expenses due to a favorable difference between our budgeted versus actual 2009 increase in health insurance costs. Our van replacement reserve fund has more than enough for the purchase of a third vehicle. Discussion. **Action requested:** Approve changes to delivery service as recommended in Exhibit C.

#### **WINNEFOX TECHNOLOGY DEVELOPMENT GRANT PROGRAM**

In 2007 and 2008, as we worked on a system strategic plan, news of a second round of technology grants to Wisconsin

libraries from the Bill & Melinda Gates Foundations was beginning to be heard. 20 Winnefox member libraries received computer hardware and software grants in 2003. In anticipation, Mark Arend and I proposed creating a system-funded grant program aimed primarily at system libraries not eligible for second-round Gates grants. Provision for such a program was included in both the strategic plan and the 2009 system budget (with no amount specified). The only Winnefox library eligible for a 2010-2011 Gates grant is the Wautoma Public Library. On February 20, 2009, the Winnefox Technology Executive Council (WTEC) considered the complexity and expense of offering a Gates-like system grant program to 29 member libraries. WTEC approved a motion recommending that the Winnefox Board drop plans for this program from the strategic plan and the 2009 budget. Discussion. **Action requested:** approve removal of technology development grant program from the 2008-2010 strategic plan and the 2009 system budget.

**2009 BUDGET REVISION**

Exhibit D. in the board packet for this meeting contains a revised 2009

expenditure budget for Winnefox. The proposed budget revision funds the expansion of our delivery service (+ \$14,958) , the removal of the technology development grant program ( \$0 impact), the addition of the HeritageQuest online genealogy resource to our shared database offerings (+ \$5,645), and participation in a statewide summer library program workshop (+ \$200). These expenditure changes are possible thanks to 2009 health insurance costs coming in \$20,814 less than was budgeted. Discussion. **Action requested:** Approve 2009 Winnefox budget expenditure changes as detailed in Exhibit D.

**MISCELLANEOUS REPORTS -**

- Exhibit E. contains Assistant Director Mark Arend's report on system activities.
- 2008 Winnefox services report

Respectfully submitted,

Jeff Gilderson-Duwe  
Executive Director