

## REPORT OF THE DIRECTOR

### Winnefox Library System

Wednesday, November 28, 2018

#### **STAFF GUEST --**

Jay Harland, Winnefox Web Developer / Network Manager will be the staff guest at the November 28, 2018 Winnefox Board meeting. He will introduce himself and talk about what he has been working on since joining our team in July.

#### **2019 CALENDAR OF BOARD MEETINGS**

Each year we establish the dates for Winnefox and Oshkosh Public Library Board meetings. For 2019 we propose the dates in the memo included as Exhibit A., which usually fall on the last Wednesday of the month except where conflicts occur with a holiday. This schedule will accommodate Oshkosh Public Library Board meeting date changes as well as our need to schedule most meetings near the end of the month for financial reporting purposes. Discussion. **Action Requested:** Decide whether to approve 2019 calendar of Winnefox Board meetings as proposed in Exhibit A.

#### **2019 BOARD MEETING LOCATIONS**

In recent years, the board has held three of its six meetings in venues other than Oshkosh Public Library. This has given Winnefox trustees welcome opportunities to see several of its system member libraries in action. We would like guidance from the board as to the number of meetings it would like to hold outside of Oshkosh in 2019 and to receive suggestions from trustees as to libraries they would like to visit. We will then line up meeting locations for 2019 and report back to the board. Discuss. **Action Requested:** Decide how many system board meetings to hold outside of Oshkosh in 2019.

#### **BOARD OFFICER ELECTION NOMINATING COMMITTEE --**

The election of system board officers is scheduled to take place at the January 30, 2019 meeting. Appointments to this ad hoc committee are made by the president and are subject to the approval of the board. Jim Miller, Randy Fieldhack and Elizabeth Irish have agreed to serve on the Nominating Committee for 2019. Discussion. **Action Requested:** President to appoint members to an officer election Nominating Committee; Board to decide whether to approve appointments.

#### **2019 FUNDING ATTACHMENTS -- TO COUNTY AGREEMENTS**

Funding attachments to four of the five county agreements are included in this packet as Exhibit B. These funding agreements have been approved by the respective county boards of supervisors. A glitch in the Winnebago County budget process will result in our bringing that county's funding attachment to the board for approval in January. Discussion. **Action Requested:** Decide whether to approve the 2019 funding attachments contained in Exhibit B.

**POSITION DESCRIPTIONS**

Revised position descriptions for the following positions are contained in this meeting's board packet as Exhibit C.: Administrative Coordinator; Administrative Specialist. Discussion. **Action Requested:** Decide whether to approve the revised position descriptions in Exhibit C.

**MISCELLANEOUS REPORTS -**

- Samarbeid – WALS / OWLSnet joint ILS discussions update
- Winnefox Assistant Director's Report – Exhibit D. contains Mark Arend's report, which provides updates on System matters.

Respectfully submitted,

Jeff Gilderson-Duwe, Director