

April 23, 2018

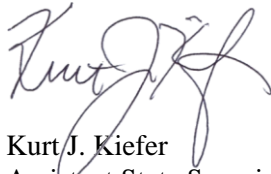
Jerry Letcher, Board President
Winnefox Library System
106 Washington Avenue
Oshkosh, WI 54901-4985

Dear Mr. Letcher:

I am pleased to notify you that your system's second payment for operations in 2018 in the amount of \$228,847 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 (DLT). Public library system funding is provided from the universal service fund. A listing of this year's payments is enclosed, as well as a list of some mid-year duties and responsibilities.

State Superintendent Tony Evers and I would like to take this opportunity to thank you and your fellow board members for all your efforts to bring excellence in public library service to the residents of the Winnefox Library System area. We look forward to joining with your board and staff to ensure that adequate resources are provided to support the important services you provide.

Sincerely,



Kurt J. Kiefer
Assistant State Superintendent
Division for Libraries and Technology

Enclosures: Schedule of 2018 Public Library System Aid Amounts
Ongoing and Annual System Obligations

cc: Jeffery Gilderson-Duwe, System Director
John DeBacher, Director, Public Library Development

Total amount of electronic transfers to system for second payment of 2018 aid: \$228,847

2018 Wisconsin Public Library System Aid
Anticipated

<i>System</i>	<i>Agency Code</i>	<i>2017 System Aid</i>	<i>2017 Additional Funds</i>	<i>Total 2018 System Aid</i>	<i>Revised allocation (rounded)</i>	<i>December 1 2017 Payment</i>	<i>2nd Payment April 1, 2018</i>
Arrowhead Library System	539926	\$ 438,605	\$ 14,607.41	453,212.41	453,212.00	\$339,909.00	\$ 113,303.00
Bridges Library System **	679939	\$ 1,216,744	\$ 40,522.74	1,257,266.74	1,257,267.00	\$942,950.00	\$ 314,317.00
Indianhead Federated Library System	189928	\$ 1,125,114	\$ 37,471.08	1,162,585.08	1,162,585.00	\$871,939.00	\$ 290,646.00
Kenosha County Library System	309929	\$ 398,675	\$ 13,277.57	411,952.57	411,953.00	\$308,965.00	\$ 102,988.00
Lakeshores Library System	519930	\$ 637,716	\$ 21,238.65	658,954.65	658,955.00	\$494,216.00	\$ 164,739.00
Manitowoc-Calumet Library System	369937	\$ 312,113	\$ 10,394.69	322,507.69	322,508.00	\$241,881.00	\$ 80,627.00
Milwaukee County Federated Library System	409933	\$ 2,677,006	\$ 89,155.67	2,766,161.67	2,766,160.00	\$2,074,620.00	\$ 691,540.00
Monarch Library System *	599943	\$ 1,069,644	\$ 35,623.69	1,105,267.69	1,105,268.00	\$828,951.00	\$ 276,317.00
Nicolet Federated Library System	059934	\$ 1,069,413	\$ 35,616.00	1,105,029.00	1,105,029.00	\$828,772.00	\$ 276,257.00
Northern Waters Library Service	029935	\$ 529,104	\$ 17,621.41	546,725.41	546,725.00	\$410,044.00	\$ 136,681.00
Outagamie Waupaca Library System	449936	\$ 607,514	\$ 20,232.80	627,746.80	627,747.00	\$470,810.00	\$ 156,937.00
South Central Library System	369937	\$ 2,062,581	\$ 68,692.71	2,131,273.71	2,131,274.00	\$1,598,456.00	\$ 532,818.00
Southwest Wisconsin Library System	229938	\$ 363,341	\$ 12,100.80	375,441.80	375,442.00	\$281,582.00	\$ 93,860.00
Winding Rivers Library System	329940	\$ 767,701	\$ 25,567.70	793,268.70	793,269.00	\$594,952.00	\$ 198,317.00
Winnefox Library System	709941	\$ 885,885	\$ 29,503.73	915,388.73	915,389.00	\$686,542.00	\$ 228,847.00
Wisconsin Valley Library Service	379942	\$ 851,944	\$ 28,373.35	880,317.35	880,317.00	\$660,238.00	\$ 220,079.00
Total		\$ 15,013,100	\$ 500,000	15,513,100.00	15,513,100.00	\$11,634,825.00	\$ 3,878,275.00

* Formerly Eastern Shores Library System (merged with Mid-Wisconsin Federated Library System, effective 2017)

\$15,513,100.00

Ongoing and Annual System Obligations

You and the system board are encouraged to review your current system plan during your next meeting and inform us no later than **June 30** any required alteration to your plan, such as changes to the service structure, personnel changes that require realignment of duties, or contracts for services with libraries or other systems that affect the plan.

While we realize that meeting the statutory services required of public library systems may be increasingly difficult, the Division nonetheless must be diligent in ensuring that we all are responsible stewards of public funds intended to support local services. Toward that end, please attend to the following list of recurring or annual obligations your system must meet for the Division to properly fulfill its duty to provide oversight of library systems:

- Send PDF copies of the required system audit as well as comments from the auditor as an email attachment or URL to LibraryReport@dpi.wi.gov soon after the system board accepts the audit, and no later than **September 30**.
- With your annual system plan due by **October 15**, include an inventory of current system contracts and member library agreements. For each, include the date of execution and, if appropriate, length of term. An example of the current member agreement will help us to determine if we have others on file.
- With your annual system plan due by October 15, include a list of county plans and their period of coverage. All county plans must address current statutory language for county funding of libraries. This may require updates of county plans, particularly for consolidated county libraries.
- System board meeting agendas. We require these in part to ensure that the system boards meet at least once every two months as required by s. 43.17 (2). Sending an email to LibraryReport@dpi.wi.gov that includes a link to the most recent is sufficient.
- Draft and approved minutes of system board meetings. We require these in part to ensure that the system boards meet at least once every two months as required by s. 43.17 (2). Sending an email to LibraryReport@dpi.wi.gov that includes a link to the most recent is sufficient.
- If the system has an appointed advisory committee comprised of member libraries under s. 43.17 (2m), please send agendas and minutes of those meetings as well. Sending an email to LibraryReport@dpi.wi.gov that includes a link to the most recent is sufficient.