



Wisconsin Department of Public Instruction
PUBLIC LIBRARY ANNUAL REPORT
 PI-2401 (Rev. 1-20)

Wis. Stat. §§ 43.05(4) & 43.58(6)

FOR THE YEAR 2019

INSTRUCTIONS: Complete and return two (2) original signed copies of the form and attachments to your system headquarters.

Board-approved, signed annual reports for 2019 are due to the DPI Division for Libraries and Technology no later than February 29, 2020.

I. GENERAL INFORMATION					
1. Name of Library Oshkosh Public Library			2. Public Library System Winnefox Library System		
3a. Head Librarian First Name Jeffery	3b. Head Librarian Last Name Gilderson-Duwe	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 2020-02-28	
6a. Street Address 106 Washington Ave.	6b. Mailing Address or PO Box 106 Washington Ave.	7. City / Village / Town Oshkosh	8a. ZIP 54901	8b. ZIP4 4985	9. County Winnebago
10. Library Phone Number (920)236-5210	11. Fax Number (920)236-5228	12. Library E-mail Address of Director gilderson-duwe@oshkoshpubliclibrary.org			
13. Library Website URL www.oshkoshpubliclibrary.org		14. No. of Branches 0	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 22	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
19a. Winter Hours Open per Week 70	19b. Number of Winter Weeks 38	19c. Summer Hours Open per Week 61	19d. Number of Summer Weeks 14		
20. Square Footage of Public Library 94,500	21. Did your library or a branch move to a new facility or expand an existing facility during the fiscal year? No		22. DUNS Number <i>Nine digits</i> 79298144		
II. LIBRARY COLLECTION					
			a. Number Owned / Leased	b. Number Added	
1. Books in Print <i>Non-periodical printed publications</i>			209,439	11,778	
2. Electronic Books <i>E-books</i>			162,971		
3. Audio Materials			31,674	1,601	
4. Electronic Audio Materials <i>Downloadable</i>			58,225		
5. Video Materials			14,870	1,756	
6. Electronic Video Materials <i>Downloadable</i>			954		
7. Other Materials Owned <i>Describe</i>			1,418		
8. Electronic Collections <i>Locally Owned or Leased</i>			0		
9. Total Electronic Collections <i>Local, regional, and state</i>			50		
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>			198		

III. LIBRARY SERVICES									
1. Circulation Transactions					2. Interlibrary Loans				
a. Total Circulation			b. Children's Materials		a. Items Loaned <i>Provided to</i>			b. Items Received <i>Received from</i>	
646,643			227,670		82,316			84,906	
3. Number of Registered Users				4. Reference Transactions			5. Library Visits		
a. Resident		b. Nonresident	c. TOTAL	a. Method		b. Annual Count	a. Method		b. Annual Count
23,530		6,910	30,440	Actual Count		24,723	Actual Count		196,873
6. Uses of Public Internet Computers			7. Uses of Public Wireless Internet		8. Number of Website Visits		9a. Local Electronic Collection Retrievals	9d. Total Electronic Collection Retrievals	
a. Method		b. Annual Count	a. Method	b. Annual Count					
Actual Count		37,153	Router Count	115,380	227,688		16,672	50,152	
10. Uses of Electronic Materials by Users of Your Library									
a. E-Books		b. E-Audio	c. E-Video	d. Total Uses of Electronic Works			e. Uses of Children's Electronic Materials		
50,421		33,951	48	84,420			4,295		
11. Programs and Program Attendance Annual Count							11. Number of Public Use Computers		
	a. Children (0-11)		b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL		a. Total		b. Internet Access
Number of Programs	473		77	161	711		58		42
Total Attendance	13,018		1,845	2,291	17,154				

IV. LIBRARY GOVERNANCE

Library Board Members. *List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.*

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Christine	Melms-Simon	3414 Eichstadt Road	Oshkosh	54901	artsandsmarts@att.net
2. Bill	Bracken	1770 Chatham Drive	Oshkosh	54904	wgbrack13@gmail.com
3. Vickie	Cartwright	P.O. Box 3048	Oshkosh	54903-3048	vickie.cartwright@oshkosh.k12.wi.us
4. David	Rucker	233 Fulton Avenue	Oshkosh	54901	davidlorenzrucker@gmail.com
5. Lindsey	Mugerauer	1701 Bernheim St	Oshkosh	54904	lindseymugerauer@hotmail.com
6. Kim	Molitor	4364 Harbor Village Drive	Omro	54963	kmolitor@windwardws.com
7. Bob	Biebel	1120 Maricopa Drive	Oshkosh	54904	bbiebel@xaviercatholicschools.org
8. Amy	Sitter	1027 Washington Avenue	Oshkosh	54901	amy.sitter@copperharbor.us
9. David	Romond	3111 Quail Run Drive	Oshkosh	54904	daveromond@yahoo.com
10. Larry	Lautenschlager	1215 Carr Place	Oshkosh	54901	larry.lautenschlager@co.winnebago.wi.us
11.					
12.					

No. of Library Board Members <i>Include vacancies in this count</i>	
10	

X. STAFF

1. Personnel Listing. *Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.*

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
Director / Head Librarian	MLS (ALA)	\$137,694	40.00				
Managing Librarian	MLS (ALA)	\$220,108	120.00				
Assistant Director	MLS (ALA)	\$81,346	40.00				
Librarian	MLS (ALA)	\$236,904	160.00				
Operations Manager	Other	\$96,076	70.00				
Assistant Director	Other	\$80,098	40.00				

b. Other Paid Staff *See instructions*

Position	Type of Staff	Total Annual Wages	Hours Worked per Week	Position	Type of Staff	Total Annual Wages	Hours Worked per Week
Graphic Artist	Other	\$51,750	40.00	Library Assistant II	Other	\$241,067	200.00
Maintenance Engineer	Other	\$61,736	40.00	Library Assistant I	Other	\$300,599	296.00
Maintenance Custodian	Other	\$19,314	20.00	Page	Other	\$75,708	157.00
Marketing Coordinator	Other	\$55,377	40.00				
Volunteer Program Coordinator	Other	\$56,862	40.00				

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian

Master's Degree from an ALA Accredited Program (FTE)
9.00

Other Persons Holding the Title of Librarian (FTE)
0.00

Subtotal 2a
9.00

b. All Other Paid Staff (FTE) *Include maintenance, plant operations, and security*

23.58

c. Total Library Staff (FTE)

32.58

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for your library from Section III, item 1, what was the total circulation to nonresidents *See instructions for definition of nonresident*
 145,219

Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.		a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in Your County		12,379	108,355	120,734
3. Circulation to Nonresidents Living in Another County in Your System		5,950	10,870	16,820
4. Circulation to Nonresidents Living in an Adjacent County Not in Your System		2,536	2,333	4,869
5. Circulation to All Other Wisconsin Residents 2,254		6. Circulation to Persons from Out of the State 411		
7. Are the answers to items 1 through 6 based on actual count or survey/sample? Survey	8a. Does your library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, do you allow residents in adjacent systems to purchase library cards?		

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library

Name of County	Circulation	Name of County	Circulation
a. Calumet	0	f. Waushara	1,561
b. Fond du Lac	8,867	g.	
c. Green Lake	367	h.	
d. Outagamie	1,823	i.	
e. Waupaca	439	j.	

XII. TECHNOLOGY

1. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. What type of Internet connection do you have? <i>Mark all that apply</i> <input checked="" type="checkbox"/> a. State TEACH line <input type="checkbox"/> b. Other broadband connection <i>Local cable, telco, community network, etc.</i>	3. Does your library use any type of Internet filtering software or service? <input type="checkbox"/> a. Yes, on all Internet workstations <input checked="" type="checkbox"/> b. Yes, on some Internet workstations <input type="checkbox"/> c. No filtering on any Internet workstation
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XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.	a. Children (0-11)	b. Young Adult (12-18)	c. Other (all ages)	d. TOTAL
	Number of Self-directed Activities	9	1	0
Total Self-directed Activity Participation	1,719	36	0	1,755

2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. *Only the primary person is displayed here.*

a. First Name Marie	b. Last Name Bohlman	c. Email Address boleman@oshkoshpubliclibrary.org
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3. Name and email address of primary staff person who serves as the librarian for adults. *Only the primary person is displayed here.*

a. First Name vacant (12/31/19)	b. Last Name	c. Email Address
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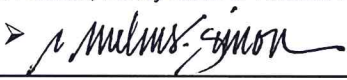

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in *Wis. Stats.* A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in your public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature 	Name of President <i>Print or type</i> Christine Melms-Simon	Date Signed 01-30-2020
Library Director / Head Librarian Signature 	Name of Director / Head Librarian <i>Print or type</i> Jeffery Gilderson-Duwe	Date Signed 1-30-2020

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County
Winnebago

The Oshkosh Public Library Board of Trustees hereby states that in 2019, the Winnefox Library System
Name of Public Library *Name of Public Library System / Service*

- did** provide effective leadership and adequately meet the needs of the library.
- did not** provide effective leadership and adequately meet the needs of the library.

Indicate with an X one of the following two statements.

Explanation of library board's response. *Attach additional sheets if necessary.*

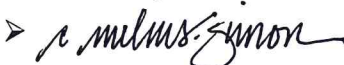
Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to your library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

During 2019, the Winnefox Library System continued to provide excellent leadership and was responsive to the needs of Oshkosh Public Library and the citizens we serve. In the areas of required services, Winnefox has effectively maintained a full array of services, including: 5 day/week van delivery services for Oshkosh patrons; printing services; our automation consortium and associated technical support; etc. The relationship between the System, Resource Library (OPL) and member libraries is excellent.

CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to your public library system.

President, Library Board of Trustees Signature	Name of President <i>Print or type</i>	Date Signed
	Christine Melms-Simon	01-30-2020