

WLS Contact List for 2024
(Not sure who to talk to? Call the office at: 920-236-5220)

Topic	Contact	E-Mail	Phone
If You Don't Know Who to Call	WALS Staff	wals@winnefox.org	(920) 236-5220
	Winnefox Office	winnefoxOffice@winnefox.org	
	Winnefox Staff	winnefoxstaff@winnefox.org	
Bills and invoices	Mary Schneider	Mschneider@winnefox.org	(920) 236-5220
Blogging	Jay Harland	harland@winnefox.org	(920) 393-5427
Budget issues	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Certification & CE (Library director)	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Chapter 43 compliance	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Closures, library	All Staff	winnefoxstaff@winnefox.org	920-236-5220
Constant Contact email newsletters	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Continuing education grants & opportunities	Angela Schneider	aschenider@winnefox.org	(920) 569-2179
Delivery (in-system) General concerns/problems	Winnefox Office	winnefoxoffice@winnefox.org	(920) 236-5220
Delivery (in-system) Sorting errors	Michelle Rosenberg	ill@winnefox.org	(920) 236-5219 x 4818
Delivery (statewide): Questions, problems, pink labels	Michelle Rosenberg	ill@winnefox.org	(920) 236-5219 x 4818
Digitization	Keetra Baker	baker@winnefox.org	(920) 569-2117
Domain name registration & renewal for web sites	Jay Harland	harland@winnefox.org	(920) 393-5427
Electronic resources: Database subscriptions, access, statistics, maintenance of pages	Keetra Baker	baker@winnefox.org	(920) 569-2117
Electronic resources: Training	Keetra Baker Angela Schneider	baker@winnefox.org aschneider@winnefox.org	(920) 569-2117 (920) 234-6213
Email: Accounts and help	Pete Hodge Jay Harland	hodge@winnefox.org harland@winnefox.org	(920) 236-5273 (920) 393-5427
Email: training	Pete Hodge	hodge@winnefox.org	(920) 236-5273
Extranet	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Fundraising	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Grant writing & researching	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
ILL: Renewals, rush requests, status checks, training, problems	Michelle Rosenberg	ill@winnefox.org	(920) 236-5219 x 4818
ILL: Policies & practices, web forms	Michelle Rosenberg	iil@winnefox.org	(920) 236-5219 X 4818
ILL: worldcat.org searching	Michelle Rosenberg	ill@winnefox.org	(920) 236-5219 x 4818
Internet: Filtering problems	Pete Hodge	hodge@winnefox.org	(920) 236-5273
Legal issues	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Legislative issues	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Library service development	Clairellyn Sommersmith Angela Schneider	sommersmith@winnefox.org aschneider@winnefox.org	(920) 569-2179 (920) 234-6213
Local history/genealogy databases & indexes	Keetra Baker	baker@winnefox.org	(920) 569-2117
Marketing/Outreach materials	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Newsletter: Trustee Tales, Tales from the Fox	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Open Meetings compliance	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
OverDrive: support questions	Oshkosh Reference Keetra Baker	opl_ref@oshkoshpubliclibrary.org baker@winnefox.org	(920) 236-5205 (920) 569-2117
Papercut mobile printing	Pete Hodge	hodge@winnefox.org	920) 236-5273
PCs: Passwords, login problems, security, troubleshooting	Pete Hodge Jay Harland	hodge@winnefox.org harland@winnefox.org	(920) 236-5273 (920) 393-5427

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PCs, printers, scanners, etc: Ordering	Pete Hodge	hodge@winnefox.org	(920) 236-5273
Personnel (Hiring, personnel policies, etc)	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Pharos software for public Internet use	Pete Hodge	hodge@winnefox.org	(920) 236-5273
Printing	Winnefox office staff	printing@winnefox.org	(920) 236-5220
Public Relations	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Records retention policies	Marcy Cannon	cannon@winnefox.org	(920) 236-5231
ResCarta	Keetra Baker	baker@winnefox.org	(920) 569-2117
Reference/Adult Services	Oshkosh Reference	opl_ref@oshkoshpubliclibrary.org	(920) 236-5205
Rotations: LP books, ABC, Creative Studios	Crystal Marschall	marschall@winnefox.org	(920) 361-1916
Statistics: Electronic resources use	Keetra Baker	baker@winnefox.org	(920) 569-2117
Statistics: Library circulation & Collection counts	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
Statistics: OverDrive	Keetra Baker	baker@winnefox.org	(920) 569-2117
Statistics: Web site use	Jay Harland	harland@winnefox.org	(920) 393-5427
Substitute Library Assistant program	Winnefox office staff	winnefoxoffice@winnefox.org	(920) 236-5220
Summer Library Program: Guest artists	Winnefox office staff	winnefoxoffice@winnefox.org	(920) 236-5220
Summer Library Program: Materials	Winnefox office staff	winnefoxoffice@winnefox.org	(920) 236-5220
Survey creation with SurveyMonkey	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Supplies & orders (WCTS)	Janna Putzer	putzer@winnefox.org	(920) 361-1916
Supplies & orders (WLS)	Winnefox office staff	winnefoxOffice@winnefox.org	(920) 236-5220
Telecommunication problems	Pete Hodge Jay Harland	hodge@winnefox.org harland@winnefox.org	(920) 236-5273 (920) 393-5427
Trustee consulting & education	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
WALS: Winnefox App, MobileStaff App	Melissa Klein	klein@winnefox.org	(920) 236-5230
WALS: Acquisitions	Margie Dorn	dorn@oshkoshpubliclibrary.org	(920) 236-5232
WALS: Barcoding & short records	Stephanie Thomas	stthomas@oshkoshpubliclibrary.org	(920) 236-5219 x 4821
WALS: BLUEcloud products	Melissa Klein	klein@winnefox.org	(920) 236-5230
WALS: Borrower records	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
WALS: Catalog display issues	Melissa Klein	klein@winnefox.org	(920) 236-5230
WALS: Catalog records & subject headings	Stephanie Thomas	stthomas@oshkoshpubliclibrary.org	(920) 236-5219 x 4821
WALS: Circulation calendar changes	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
WALS: Circulation loan periods & fines	Karla Smith	smith@winnefox.org	(920) 569-2940
WALS: Collection Agency	Karla Smith	smith@winnefox.org	(920) 569-2940
WALS: Financial issues, costs, bills	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
WALS: Hold & overdue notices	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
WALS: Hold system & circulation problems	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
WALS: Login problems & passwords	Pete Hodge Melissa Klein	hodge@winnefox.org klein@winnefox.org	(920) 236-5273 (920) 236-5230
WALS: Online payments	Melissa Klein Karla Smith	klein@winnefox.org smith@winnefox.org	(920) 236-5230 (920) 569-2940
WALS: Refunds for online payments	Melissa Klein Winnefox office staff	klein@winnefox.org	(920) 236-5230 (920) 236-5220
WALS: Reports & statistics, BLUECloud Analytics	Karla Smith Melissa Klein	smith@winnefox.org klein@winnefox.org	(920) 569-2940 (920) 236-5230
WALS: WorkFlows settings, toolbars, etc.	Karla Smith Melissa Klein	smith@winnefox.org klein@winnefox.org	(920) 569-2940 (920) 236-5230
WCTS: Cataloging & processing, invoices, material review meetings & lists, weeding	Crystal Marschall	marschall@winnefox.org	(920) 361-1916

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Topic	Name	E-Mail	Phone
WCTS: Ordering	Janna Putzer	putzer@winnefox.org	(920) 361-3746
WCTS: Workdays	Crystal Marschall	marschall@winnefox.org	(920) 361-1916
Websites: Creation, maintenance & training	Jay Harland	harland@winnefox.org	(920) 393-5427
WiLS (Wisconsin Library Services)	Clairellyn Sommersmith	sommersmith@winnefox.org	(920) 569-2179
Wireless access	Pete Hodge	hodge@winnefox.org	(920) 236-5273
	Jay Harland	harland@winnefox.org	(920) 569-2307
Winnie The Fox Mascot Reservation	Winnefox office staff	winnefoxOffice@winnefox.org	(920) 236-5220
Workshop information	Angela Schneider	aschneider@winnefox.org	(920) 234-6213
Youth Services Consultant	Katrina Wulff (Neenah Library)	wulff@neenahlibrary.org	(920) 886-6335
Zoom	Angela Schneider	aschneider@winnefox.org	(920) 234-6213