

Winnefox Services Received by the Fond du Lac Public Library in 2008

Consultation

Winnefox provides consultative services to Library Directors and trustees. In 2008 the Winnefox Director or Assistant Director:

- Responded to 3 inquiries from Library Director or staff
- Answered several annual report questions and reviewed completed report

The Assistant Director kept Directors informed of current legislative and legal developments, including:

- Summary of Act 61 (relating to gift funds)
- Information on new ADA & FMLA regulations
- Posting of labor law posters

The Assistant Director prepared statistical reports comparing funding and use between libraries and counties

Winnefox staff:

- Set up and maintained advocacy contact database (Speak up email list) and sent out monthly mailings
- Edited and printed quarterly Trustee Tale newsletters
- Compiled 2007 non-resident circ statistics

Continuing Education

Winnefox provides continuing education programs for Library Directors, staff, and trustees.

- Library Director, staff members, or trustees attended 9 workshops
- Access to 'professional collection' of library-related books
- Five staff members earned 54 CE contact hours through Project Pay

County Planning

For the benefit of all Fond du Lac Co. libraries, Winnefox Assistant Director:

- Attended Ag & Ed Committee meeting and meeting with County Executive
- Edited and printed quarterly Shhhout newsletters
- Coordinated and attended county Library Director (LAC) meetings
- Coordinated required statistical reporting to county clerks and Act-420 billings

Winnefox coordinates group purchase of county library cards

Interlibrary Loan

Winnefox provides access to materials in libraries outside of Winnefox, including the UW System and the State Historical Society. In 2008 the library:

- Received 890 items from Wisconsin libraries outside Winnefox
- Received 372 items from libraries outside of Wisconsin

Internet Access

Winnefox provides:

- Wireless internet access
- High-speed internet access
- email accounts for Director and staff

Online Resources

Winnefox provides access to a variety of online resources, including:

- Health, business, auto repair, genealogy, & biography databases
- Downloadable audiobooks, video, & music through Overdrive
- NetLibrary ebooks
- Fond du Lac Vital Records Database (at <http://www.fdlpl.org/vital.html>); 1860 new records imported
- Live 24/7 chat & email reference service (Reference questions from 91 patrons were answered via chat, email & IM reference service)

Winnefox provides monthly usage statistics for these online resources (available at <http://asp.winnefox.org/extranet/erstats/>)

PC Services

Winnefox staff provides PC purchasing and troubleshooting services.

- 28 PCs or peripherals ordered & configured
- 11 PC service calls via remote access
- 20 PCs sent in and repaired

Printing & Graphics

Winnefox provides a graphic design and printing service for member libraries.

- 169,275 pieces printed for library
- Notable projects: summer library program (children, teen & adult), Festival Food satellite library promotion, booklists, informational brochure, spanish translations

Shared Automation System and Technology Support

- Daily, monthly, annual and individual statistical reports were produced
- 409 individual questions answered or reports run
- Winnefox provided customized annual circulation spreadsheet
- System-coordinated purchases of county library cards, barcodes, receipt printer paper, etc.

Summer Reading Program Support

- One summer reading program performer
- Winnefox provided commercially-produced SLP materials which would have cost the library \$517.50
- System-coordinated purchases of other materials
- Winnefox staff booked and handled paperwork for 7 summer program performers

Website Design

- Library website hosted on Winnefox servers
- Winnefox coordinates purchase of library domain names
- Three additional domain names were purchased
- Library had 3 features added to their web page
- Set up click-tracking mechanism on 14 podcasts and 1 video at library's request
- Added access to 8 resources and 13 recommended websites on research tools pages (<http://asp.winnefox.org/er/fdl.asp>)
- Addressed 21 research tools technical help requests

Delivery

Winnefox provides the delivery service that connects Winnefox libraries with each other and with other libraries around the state.

- Library receives van delivery service 5 days per week. Festival location receives van delivery 3 days per week.
- Library received and sent 5,846 red boxes
- Festival location received and sent 168 red boxes. The Festival location began receiving delivery service in October.
- Library borrowed 64,800 items from other Winnefox libraries. 8.10% of the items checked out by the library were owned by other libraries.
- Library loaned 56,814 items to other Winnefox libraries

Other

- Provided access to Bookmobile schedule database (http://www.fdlpl.org/bookmobile_schedule.html); kept up to date with latest schedule
- Imported newspaper indexing data (26,000+ article records and 95,000+ subject records) from Word into an Access database