

Winnefox Services Received by the Carter Memorial Library in 2008

Consultation

Winnefox provides consultative services to Library Directors and trustees.

In 2008 the Winnefox Director or Assistant Director:

- Responded to 13 inquiries from Library Director
- Answered questions on annual report 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 7 workshops
- Access to 'professional collection' of library-related books
- Two staff members earned a total of 22.5 CE contact hours through Project Play

County Planning

For the benefit of all Winnebago Co. libraries, the Director or Assistant Director:

- Assisted in coordinating Legal Assistance Clinic program
- Prepared and submitted 2009 county funding numbers and county agreement.
- Attended Ag & Ed committee meeting
- Coordinated and attended county Library Director (LAC) meetings

The Assistant Director coordinated required statistical reporting to county clerks and Act-420 billings

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 21 items from Wisconsin libraries outside Winnefox
- Received 2 items from libraries outside of Wisconsin

Internet Access

Winnefox provides:

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

PC Services

Winnefox staff provides PC purchasing and troubleshooting services.

- PCs or peripherals ordered & configured
- 6 PC service calls via remote access
- PCs sent in and repaired
- PC service calls to library

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>)
- Oshkosh Vital Records Database (at <http://www.oshkoshpubliclibrary.org/vitalrecords.html>)
- Live 24/7 chat & email reference service (reference questions from 49 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/>)

Printing & Graphics

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

- 1,550 pieces designed and printed for library
- Notable projects: summer library program (children & adult), circulation banner, online bookmark, wireless brochure, various bookmarks & book plates

Shared Automation System and Technology Support

- Daily, monthly and individual statistical reports were produced
- 52 individual questions answered or reports run
- Winnefox provided customized annual circulation spreadsheet
- System-coordinated purchases of 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 \$10.15
- System-coordinated purchases of other materials
- Winnefox staff booked and handled paperwork for 1 summer program performer

WCTS

- 94 items barcoded through WCTS
- 32 CDs/DVDs refinished through WCTS
- Library is a member of the ABC & playaway circuits
- Library received 0 workdays by WCTS staff

Website Design

- Library website hosted on Winnefox servers
- Winnefox coordinates purchase of library domain names
- Library had 2 features added to their web site
- Library had 1 feature added to their blog
- Winnefox staff provided ongoing website maintenance; updated web site 8 times
- Added access to 4 resources and 14 recommended websites on research tools pages (<http://asp.winnefox.org/er/omro.asp>)

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 4 days per week
- Library received and sent 2,258 red boxes
- Library borrowed 12,348 items from other Winnefox libraries. 21.46% of the items checked out by the library were owned by other libraries.
- Library loaned 8,656 items to other Winnefox libraries