



**Oshkosh Public Library Board of Trustees
Agenda – Thursday, October 30 at 4pm
Library Lower-Level Meeting Room**

<u>AGENDA</u>		<u>ACTION REQUIRED</u>	<u>PAGE</u>
<u>Call to Order:</u> 4:00 p.m.			
<u>Public Comments</u>			
<u>Consent Agenda:</u>			325-331
1.	Minutes of the regular Board meeting of September 25, 2025		
2.	Minutes of the meeting of the Finance Committee of October 14, 2025		
3.	Authorized Payments from September 19, 2025 to October 24, 2025 --\$131,567.70		
<u>Items Removed from Consent Agenda</u>			
<u>New Business</u>			
4.	<u>Strategic Planning —Virtual Presentation of Northspan Consultants—Oshkosh Public Library Strategic Plan 2026-2030</u> Action requested: <i>Motion to approve 2026-2031 Strategic Plan.</i>	YES	332-387
5.	<u>Memo—Strategic Planning Consultants</u> Action requested: <i>Motion to approve additional \$1500 from Library Development Fund to cover additional costs incurred by Northspan consultants.</i>	YES	388
6.	<u>Memo—Stanhilber Library Trust:</u> An update regarding library access to Stanhilber Trust Funds and the movement of same to a separate account.	NO	389
7.	<u>Memo – Endowment Requests:</u> A memo regarding endowment support for a dedicated makerspace and to cover increase in cost to participate in Winnebago Area Literacy Council spelling bee fundraiser. Action requested: <i>Motion to approve use of \$15,000 from Facility Improvement Fund for makerspace and increase Library Development Fund set-aside for Literacy Council spelling bee participation to \$480.00.</i>		390-392
<u>Informational Items</u>			393-409
8.	Revenues		
9.	Donations		
10.	Expenditures – Budget and Endowment		





11.	Library Highlights		
12.	Monthly Statistics		
13.	Personnel Changes		
<u>Library Director's Report</u>			
14.	Report on operations of the Oshkosh Public Library		410-413
<u>Trustee Reports and Comments</u>			
<u>Adjournment</u>			
<u>Next Meeting Scheduled:</u> Thursday, November 20, 2025 at 4 p.m.			



MINUTES OF THE LIBRARY BOARD
Oshkosh Public Library
September 25, 2025

The September 25, 2025, Oshkosh Public Library Board of Trustees meeting was held at the Oshkosh Public Library and called to order at 4:00 PM by Board President Bill Bracken.

Present: Bill Bracken, Kim Brown, Susan Fojtik, Larry Lautenschlager, Christine Melms-Simon, Baron Perlman, Ashlee Rahmlow and David Rucker

Absent: Tony Kneepkens and Amber Shemanski

Also Present: Darryl Eschete, Library Director; Lisa Voss, Head of Library Development; Ruth Percey, Head of Circulation; Julie Calmes, City of Oshkosh Finance Director; Marcy Cannon, Winnefox Library System Business Manager; Tracie Schlaak, Winnefox Administrative Specialist; Alan Lareau, League of Women Voters of Winnebago County; Jacqueline Gunn, Adjunct Oshkosh Public Library Board Member; Kayla Sweeney, Adjunct Oshkosh Public Library Board Member.

President Bracken introduced Leadership Oshkosh Adjunct Board Members – Jacqueline Gunn and Kayla Sweeney.

Consent Agenda

- Minutes of the Regular Board Meeting of August 28, 2025
- Authorized Payments from August 22, 2025 – September 18, 2025 - \$127,567.01
- Library Holiday Closures for 2026
- Library Board Meeting Schedule for 2026
- OPL/Winnefox 2026 Resource Library Agreement
- OPL/Winnefox 2026 Contractual Services Agreement

Rucker asked to remove item #2 – Authorized Payments from the Consent Agenda for further discussion.

Motion to approve numbers 1, 3, 4, 5, 6 of the consent agenda.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

Brown arrived at 4:15 PM.

There was some discussion about \$6760.97 Northspan payment on the Authorized payments report. This was clarified as an installment payment to Northspan as per the payment plan outlined in the original services agreement.

Motion to approve #2 – Authorized payments from August 22, 2025, to September 18, 2025, of \$127,567.01 of the consent agenda.

Motion: Perlman; **Second:** Rahmlow; **Vote:** Unanimous

New Business

- Motion to approve in principle the 2026 operating budget as presented, subject to revisions at the director's discretion.
Motion: Perlman; **Second:** Brown; **Vote:** Unanimous
- Motion to adopt the pay grade realignment recommendations from the third-party salary study, with an estimated cost of \$7,500 for the remainder of FY2025 and an annualized cost of \$31,000 in FY2026. The realignment will take effect with the pay period beginning October 5, 2025..
Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous
- Motion to approve the new Notary Service Policy.
Motion: Perlman; **Second:** Brown; **Vote:** Unanimous

Brown excused at 5:30 PM.

Closed Session

- Motion to enter Closed Session at 5:35 pm pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes in order to conduct a performance evaluation of the Library Director.

Motion: Perlman; **Second:** Lautenschlager; **Roll Call Vote:** Motion Passed 7-0 Ayes: Bracken, Fojtik, Lautenschlager, Melms-Simon, Perlman, Rahmlow, Rucker

The Board discussed the performance evaluation of the Director.

- Motion to adjourn closed session and resume open session at 6:13 PM.
Motion: Perlman; **Second:** Lautenschlager; **Roll Call Vote:** Motion Passed 7-0 Ayes: Bracken, Fojtik, Lautenschlager, Melms-Simon, Perlman, Rahmlow, Rucker

The Board discussed the performance of the Library Director.

Motion to adjourn at 6:15 PM.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

Respectfully submitted,

Darryl Eschete, Secretary
Tracie Schlaak, Open Session Recorder
Bill Bracken, Closed Session Recorder

MINUTES OF THE LIBRARY BOARD FINANCE COMMITTEE

Oshkosh Public Library

March 14, 2025

Call to Order: The Finance Committee Meeting of the Oshkosh Public Library Board of Trustees was called to order at 11:00 AM by Committee Chair Tony Kneepkens.

Present: Baron Perlman, Tony Kneepkens and Bill Bracken.

Also Present: Darryl Eschete, Director of the Oshkosh Public Library; Marcy Cannon, Winnefox Business Manager and Tracie Schlaak, Winnefox Administrative Specialist.

Public Comments: None

New Business – there was discussion about each agenda item.

- Review of Minutes of Meeting of Finance Committee of April 8, 2025

No action taken.

- Review—Proposed Library Operating Budget FY 2026

No action taken.

- Review—2025 Endowment Activity Through September 30, 2025.

No action taken.

- Strategic Planning Consultants: Review of request for additional funding from consultants.

No action taken.

Adjournment

Motion to adjourn at 12:00 PM

Motion: Perlman; **Second:** Bracken; **Vote:** Unanimous

Next Meeting: March 10, 2026 – 11:00 AM. Location to be determined.

Respectfully submitted,



Tracie Schlaak

Authorized Payments
09/19/25 to 10/24/25

3RD PARTY CONTRACTED SERVICE	5897.06
BEEZ ELECTRIC	4068.09
Electrical work	1155.38
Install projector outlet	447.91
Installed new CAT line	2464.80
GFL SOLID WASTE	773.98
Waste disposal services	773.98
PACKER CITY SOFT WAT	110.00
Water Softener Maintenance	110.00
UNIQUE MANAGEMENT SE	638.60
Recovery services	638.60
WINNEFOX LIBRARY SYS	306.39
Reimbursements	306.39
ADVERTISING/POSTAGE/PRINTING	869.21
TIME COMMUNITY THEAT	225.00
Twilight Movie event	225.00
WINNEFOX LIBRARY SYS	644.21
July-September 2025 postage	409.82
Reimbursements	234.39
CONTRACTUAL AGREEMENT PYMNTS	12971.75
WINNEFOX LIBRARY SYS	12971.75
Contractual Services-October 2025	12971.75
EMPLOYEE ALLOWANCE/REIMBRSMNT	432.99
EMILLIE CIESLEWICZ	123.20
Travel expenses 10/6-10/7	123.20
MICHAEL MCARTHUR	240.00
Reimbursement for cookies- employee recognition co	240.00
SANDY TOLAND	69.79
Mileage 8/25/25 to 9/25/25	69.79
EMPLOYEE TRAINING/DEVELOPMENT	672.69
EMILLIE CIESLEWICZ	177.69
Travel expenses 10/6-10/7	177.69
WINNEFOX LIBRARY SYS	495.00
Reimbursements	495.00
INSURANCE EXPENSE	129.99
THE MCCLONE AGENCY	129.99
2025 Auto and Liability Insurance	129.99
LEASE EXPENSE	188.27
GREATAMERICA FINANCI	188.27
Copier lease	188.27
LIBRARY REPLACEMENTS	32.99
CAMPBELLSPORT PUBLIC	20.00
Lost and paid refund	20.00
CARTER MEMORIAL LIBR	5.00
Lost and paid refund	5.00
WINNEFOX LIBRARY SYS	7.99
Misshold charge	7.99
NON-INV - SUPPLIES	1054.10
BEEZ ELECTRIC	270.99
Electrical work	158.02
Installed new CAT line	112.97
KITZ AND PFEIL INC	98.50

Maintenance supplies	98.50
PACKER CITY SOFT WAT	197.50
Water Softener Maintenance	197.50
WINNEFOX LIBRARY SYS	487.11
Reimbursements	487.11
OFFICE SUPPLIES	847.17
CROWN TROPHY	15.50
Name tag	15.50
WINNEFOX LIBRARY SYS	831.67
Reimbursements	831.67
PREVENTATIVE MNTC CONTRACTS	3608.15
GORDON FLESCH	560.12
1st Floor print center copier maintenance	70.88
Copier Maint - Tech Services	59.94
Copier maintenance - 2nd floor Ref Desk, 2nd floor	429.30
JOHNSON CONTROL FIRE	1925.28
Annual invoice for the service agreement for Fire	1925.28
WOLTER	1122.75
Generator Annual site visit	1122.75
PRFSL LICENSE/MEMERSHIP/BOND	510.00
KIWANIS CLUB OF OSHK	200.00
Kiwanis membership - Joe Bongers	200.00
OSHKOSH ROTARY CLUB	310.00
Q3 Dues and Meals	310.00
PROG - ELEMENTARY BOOK CLUB	15.93
INGRAM LIBRARY SERVI	15.93
Elementary Book Club Books	15.93
PROGRAMMING/CONSUMER COSTS	1481.62
CHAD LEWIS	375.00
Speaker's fee for the program about Halloween	375.00
JAMES RICE	250.00
Presenter on Sunday, Oct 5	250.00
PUZZLE YOU INC	-15.00
TAX REFUND	-15.00
SARAH READ	25.96
Reimbursement for Freedom to Read Supplies	25.96
WEST END PIZZA	163.84
9 LARGE PIZZA'S FOR PRE TEEN & TEEN BOOK CLUB	163.84
WINNEFOX LIBRARY SYS	681.82
Reimbursements	681.82
PROMOTIONAL SERVICES	3196.18
4 IMPRINT INC	3196.18
OPL Swag	3196.18
PS - LEGAL/ATTORNEY FEES	46.20
VON BRIESEN AND ROPE	46.20
Investigations	46.20
RESTRICTED COLLECTION IMPRVMT	3339.59
AMAZON PYMTS	93.34
BOOK ON CD: IT DOESN'T HAVE TO HURT, HISTORY MATTE	93.34
AMAZON.COM*NV5AG6QQ0	43.99
BOOK: HOW SOLAR ENERGY BECAME CHEAP	43.99
BAKER AND TAYLOR LLC	25.23
Library materials	25.23
BLACKSTONE AUDIO INC	144.53
Library materials - Schuster	144.53

GALE CENGAGE LEARNIN	548.04
Library materials	250.40
Library materials-Schuster	297.64
INGRAM LIBRARY SERVI	368.51
Library materials	111.56
Library materials - Hilton	15.99
Library materials - Hilton&Kenny	47.96
Library materials-Janty	136.35
Library materials-Kenny	10.22
Library materials-Mainwaring	46.43
MIDWEST TAPE	215.95
Library materials - Hoxtel&Schuster	215.95
MIND BODY ALIGN	1900.00
Library Materials - Sendele, Janty	1900.00
RESTRICTED FACILITIES	40456.18
KRUEGER INT	30000.00
YA Teen Area Build	30000.00
NICOLET FEDERATED	10456.18
JobPod DWD Pilot Pod Expenses	10456.18
RSTR FAC - STANHILBER TRUST	24506.62
KRUEGER INT	24506.62
Shipping of materials for YA Teen Area - Stanhilbe	527.51
YA Teen Area Build	23979.11
SPECIALTY SUPPLIES	20210.96
4 IMPRINT INC	742.75
Two-Tone Tote Bags	742.75
ABDO	1087.65
Library materials	1087.65
AMAZON PYMTS	23.05
BOOK FIREHOUSE	13.74
BOOK: FOOD FROM THE HEART	38.99
SCOTTLAND BOOK REFUND	-29.68
AMAZON.COM	-16.50
REFUND FOR BOOK: THE IMPOSSIBLE FORTUNE	-16.50
AMAZON.COM*MZ8VO2BN3	149.65
DVDS' : ,40 ACRES , MEGAN, AZTEZ, MASTERPIECE SUP	149.65
AMAZON.COM*NJ1AP4142	49.50
BOOK: IMPOSSIBLE FORTUNE	49.50
AMAZON.COM*NJ39032U2	13.97
THE LIFE OF A SHOWGIRL	13.97
AMAZON.COM*NJ4A95HX2	68.08
BOOKS: THE MOMENT IS SPECIAL, MI AMIGO, DIA DE MUE	68.08
AMAZON.COM*NV0OV9O10	38.09
BOOKS: THE CONSITUTION, HARRY POTTER	38.09
AMAZON.COM*NV62O8H50	11.90
BOOK: HUESOS	11.90
AMAZON.COM*NV6I59Q00	113.42
BOOKS & DVDS	113.42
AMAZON.COM*NV6RS1C10	41.98
DVD'S X2 FLOW	41.98
AMAZON.COM*NV74G0EH0	39.47
HERE FOR IT ALL & THE LIFE OF CHUCK	39.47
BAKER AND TAYLOR LLC	107.16
Library materials	133.34
RETURN	-19.60

RETURNS	-6.58
BESTBUYCOM8070876981	204.96
LEGO PARTY NINTENDO SWITCH, PS5, XBOX	134.97
SONIC RACING XBOX	69.99
CENTER POINT LARGE P	514.87
Library materials	514.87
COUNTY OF MANITOWOC	9.05
Shipping Cost for Plat Book	9.05
FORBES	24.95
Library materials	24.95
GALE CENGAGE LEARNIN	988.18
Library materials	988.18
INGRAM LIBRARY SERVI	8364.42
CREDIT	-10.79
Library materials	8385.10
NON RETURN CREDIT	-9.89
JOURNAL SENTINEL	81.18
MJS MONTHLY SUBSCRIPTION	81.18
MIDWEST TAPE	7296.16
Library materials	1014.80
Library materials-Hoopla	6281.36
PIRATE SHIP * POSTAG	23.58
POSTAGE FOR BINDERY	23.58
PUBLISHERS WEEKLY	219.49
PUBLISHERS WEEKLY ANNUAL SUBSCRIPTION	219.49
WINNEFOX LIBRARY SYS	13.95
Lost Library Materials for Neenah Public Library	13.95
SUBSCRIPTION/LICENSING CNTRCTS	4728.00
LIBRARY MARKET	4500.00
Library Website annual hosting & maintenance/Libra	4500.00
SENSOURCE INC	228.00
Annual Data Hosting w/VeaCloudj Platform - Traffic	228.00
TELEPHONE / INTERNET SERVC	109.35
AT & T	46.87
IP Flex Plan	46.87
CENTURYLINK	3.24
Long Distance	3.24
PTS	25.00
OCT PUBLIC PAY PHONE INV 2145995	25.00
WINNEFOX LIBRARY SYS	34.24
Reimbursements	34.24
UTILITY EXPENSE	6262.70
CONSTELLATION NEWENE	1034.57
Gas services	1034.57
WI PUBLIC SERVICE CO	5228.13
106 WASHINGTON AVE-5650539687	5228.13
Grand Total	\$ 131,567.70

Oshkosh Public Library Strategic Plan 2026-2030

Appendices

- A. Strategic Planning Process
- B. Internal & External Analysis Summary
- C. Strategy Committee, Board, & Staff Survey Summary
- D. Community-Informed Survey Summary
- E. Community Focus Group Summary 1 & 3
- F. Community Focus Group Summary 2
- G. Current Reality, Success Indicators & Actions
- H. Strategic Plan Timeline

EXECUTIVE SUMMARY

Beginning in April 2025, the Oshkosh Public Library engaged Northspan to conduct a strategic planning process to identify and advance organizational goals for the next five years. This effort was designed to provide both a clear vision for the library's future and a practical framework for decision-making, ensuring that the institution can continue to meet the evolving needs of the Oshkosh community.

The planning process focused on creating a comprehensive strategic framework that includes a practical vision, identification of critical challenges and barriers, definition of strategic directions, and the development of action steps to guide implementation. Input was gathered through committee work, community engagement, and comparative research, grounding the framework in both local priorities and broader best practices in library services.

Through this process, the Oshkosh Public Library Strategy Committee established an updated mission statement while reaffirming the library's long-standing core values. These statements reflect a strong commitment to accessibility, lifelong learning, and the role of the library as a vibrant civic gathering place.

Vision:

A Library in Every Life

Mission:

To provide a vibrant, welcoming gathering place where people have free access to information, resources, and services.

Core Values:

- **Literacy** – We champion literacy as the foundation for lifelong learning.
- **Learning** – We foster curiosity, supporting our community and staff in reaching their goals.
- **Access** – We preserve free and open access to information, resources, and experiences.

- **Equity** – We commit to inclusion and respect for every person’s goals and story.
- **Service** – We create excellent user experiences by centering patron needs in all we do.
- **Community** – We strengthen community connections through attentive service and partnerships.
- **Privacy & Freedom from Censorship** – We protect every individual’s right to privacy and freedom of choice in reading and information.

This document provides an overview of the Oshkosh Public Library’s Strategic Plan 2026-2030, which will guide the organization’s work for the next 5 years. Details on the strategic planning process and supporting documents from that process are available in the appendices.

BACKGROUND INFORMATION

The Oshkosh Public Library (OPL) has been a cornerstone of civic life since 1900, when its landmark William Waters–designed building opened downtown on Washington Avenue. Funded through a combination of community donations and major gifts from Marshall Harris and Philetus Sawyer, the grand domed structure symbolized Oshkosh’s belief in knowledge, learning, and community; the Harris family’s original donation of land specified that the library must be free of charge in perpetuity. Over the years, OPL has expanded to meet changing needs, with significant renovations in 1967 and 1996, blending historic preservation with new facilities such as dedicated space for children’s books and activities, a modern second-floor addition, and updated public service areas.

Today, OPL serves not only the City of Oshkosh (population 67,245; extended service area over 82,000) but also acts as the resource library for the Winnefox Library System, which covers Winnebago, Fond du Lac, Green Lake, Marquette, and Waushara counties. As a resource library, OPL provides specialized support, advanced reference, training, and collaboration across the five-

county system, while housing the Winnefox Library System headquarters and the Winnebago Area Literacy Council within its building.

The community it serves is evolving. Like much of Wisconsin, Oshkosh is experiencing demographic change, including a gradually aging population alongside notable increases in racial and ethnic diversity since 2013. While the share of residents over 65 remains slightly below state averages, this trend has implications for programming, accessibility, and collections. Oshkosh has also seen growth across most BIPOC groups, underscoring the importance of inclusive services, multilingual outreach, and culturally relevant engagement.

Economically, the city has made strides in the past 10 years, with poverty rates falling and median household income rising, though affordability challenges persist. Real income has declined roughly 12.5% since 2000, leaving gaps in opportunity for many households. Meanwhile, according to the Wisconsin Broadband Office, nearly 90% of Winnebago County households are now in areas with broadband access, slightly above state averages, positioning OPL as an important hub for digital inclusion and skills development.

Internally, OPL has embraced modernization while honoring its heritage. Its 2021 strategic plan articulated a vision of “A Library in Every Life,” with values of literacy, equity, community, and freedom of information. More recently, its “Spark Your Story” rebranding has refreshed OPL’s public identity, aiming to unify programs, partnerships, and customer experiences under a community-first narrative. This effort responds to national and local trends of declining circulation, visits, and cardholders, while leveraging rising general program attendance and digital engagement.

OPL’s role today is more than a building full of books. It is a community anchor at the intersection of history, culture, education, and civic engagement. Positioned within a diverse, changing, and opportunity-filled city, it is both a historic landmark and a forward-looking institution, shaping how residents of Oshkosh learn, connect, and grow into the future

STRATEGIC PLAN 2026-2030

Oshkosh Public Library began work on its strategic planning process in Spring 2025 and completed two planning workshops in August 2025. The resulting Oshkosh Public Library Strategic Plan 2025-2030 reflects a culmination of the work conducted throughout the planning process and is built around the following elements:

PRACTICAL VISION

What do we want to see in place in five years as a result of our strategic planning actions?

- Connection through Varied, High-Interest Programming
- Intentionally Inviting and Engaging Spaces
- Flexible and Accessible Opportunities
- A Welcoming, Safe, and Supportive Environment for Patrons and Staff
- Robust Community Connections and Support
- Curation and Development of Collections and Services That Meet Community Needs

BLOCKS

What is blocking us or holding us back from moving toward our practical vision?

- Internal Misalignment Limits Effectiveness
- Disconnected Public Perception Deters Utilization
- Underutilized Spaces Restrict Functionality
- Unrealistic Expectations Conflict with Capacity
- Challenging Behaviors Impact Library Experiences

STRATEGIC DIRECTIONS

What innovative, substantial actions will deal with the blocks and move us toward our practical vision?

1. Revitalizing space for optimal use
2. Expanding community-wide access points
3. Leveraging strategic partnerships
4. Aligning program goals with community interests
5. Improving organizational effectiveness

SD1: Revitalizing space for optimal use

This strategic direction emphasizes a need to reimagine the library's physical environment to better support learning, connection, and community life. It focuses on updating layouts, technology, and amenities, so every corner of the library serves today's needs while honoring its historic character.

Actions:

1. Improve and clarify wayfinding and signage in the library building
2. Explore moving conference rooms and other spaces to optimize usage
3. Update furnishings, lighting, and flooring for comfort
4. Consult local Americans with Disabilities Act (ADA) compliance officer

5. Create workspaces with upgraded technology
6. Create an eating area with vending options
7. Do a comprehensive review of the facility plan
8. Evaluate collection for space considerations
9. Explore the option for shorter shelves

Outcomes:

- Enhanced accessibility and inclusivity
- Optimized and flexible use of space
- Improved patron experience and engagement

SD2: Expanding Community-Wide Access Points

By extending the library's reach beyond its walls, important resources, programs, and services will be available wherever people live, learn, and gather. This direction emphasizes partnerships, digital tools, and offsite opportunities that make library access convenient, inclusive, and visible across the entire community.

Actions:

1. Establish community-wide drop-off points
2. Develop off-site collections in places with widespread public access
3. Explore placement of vending-type library material kiosks and holds pickup lockers
4. Collaborate with school to offer universal library cards for 4K students
5. Determine feasibility of procuring a mobile outreach/"Books on Wheels" vehicle
6. Explore options for digital library kiosk(s)

Outcomes:

- Greater visibility of library services throughout the community
- Increased access to resources for residents outside the main library building
- Stronger connections with schools and community partners through shared access points

SD3: Leveraging Strategic Partnerships

Cultivating strong collaborations with organizations, businesses, and institutions allows the library to amplify its impact and expand its capacity to serve the community. This direction recognized that intentional partnerships that share resources, align goals, and spark innovation create new opportunities for growth.

Actions:

1. Develop partnership plan to identify staff responsible for partner recognition, thank you events, etc.
2. Partner with school district and other educational and cultural institutions for programming

3. Connect program planning in advance to support sponsorships
4. Explore sponsorships and donor naming rights for new library spaces
5. Leverage leaders and Boards to develop opportunities to build relationships
6. Partner with University of Wisconsin-Oshkosh for interns to support social services in library

Outcomes:

- Expanded resources and services through collaborative initiatives
- Increased visibility and support for the library within the community
- Stronger, more sustainable relationships with educational, business, and nonprofit partners

SD4: Aligning Program Goals with Community Interest

Programs that reflect the needs, interests, and aspirations of Oshkosh residents ensure the library's offerings are both meaningful and relevant. This direction emphasizes continuous community input and responsive planning so that every program sparks engagement and connection.

Actions:

1. Survey community interests and availability for programming and look at data from strategic planning community survey
2. Create and actively involve Friends of the Library
3. Work with Friends group to establish revenue-building events (potentially annually recurring)
4. Create a comprehensive programming plan to include more cultural events with defined staff roles for execution
5. Reach out to community partners to explore shared programming opportunities
6. Working with City and other landholding partners, create StoryWalk initiative

Outcomes:

- Programs that consistently reflect community needs and interests
- Increased participation and engagement across diverse audiences
- Stronger collaboration with partners to deliver shared programming opportunities

SD5: Improving Organizational Effectiveness

Strengthening the library's internal systems, staff capacity, and decision-making processes ensures that resources are used wisely and services are delivered seamlessly. This direction emphasizes efficiency, transparency, and continuous improvement so the library can adapt and thrive in a changing environment.

Actions:

1. Enhance training for new staff (including navigating safety issues) and use/continuously improve onboarding practices
2. Develop a process for communicating and providing guidance to staff on strategic goals
3. Create opportunities for staff to learn their own jobs in greater depth and a system for learning skills that enhance internal promotability
4. Purchase scheduling software
5. Develop a plan to incorporate more intentional focus on patron-centered thinking and service in regular processes
6. Develop a plan to implement consistent customer service training and cross-training

Outcomes:

- Stronger staff capacity and consistency in service delivery
- More efficient and transparent organizational processes
- A workplace culture centered on collaboration, customer service, and continuous improvement

TIMELINE AND PRIORITIES

Strategy committee workshop participants placed strategic plan actions on a timeline, which is available in Appendix H titled Strategic Plan Timeline.

APPENDICES

APPENDIX A

STRATEGIC PLANNING PROCESS

The Oshkosh Public Library contracted with Northspan to facilitate the development of this 5-year strategic plan to guide its activities and achieve accomplishments consistent with the group's vision and mission. The strategic process steps, including session dates and agendas where applicable, are included below. Further details on individual process components are available as separate appendices, where noted.

PROCESS STEPS

Preparation & Design Internal and External Analysis
Strategy Committee, Board, & Staff Survey
Community-Informed Survey
Community Member Focus Groups
Strategic Planning Workshop A
Strategic Planning Workshop B
Strategic Planning Workshop C
Draft Strategic Plan Review & Feedback
Strategic Plan Board Presentation

PREPARATION & DESIGN

The strategic planning process began in April 2025 with a series of meetings and communications between Northspan and representatives of the Oshkosh Public Library to clarify strategic planning goals, establish timelines for the initial process steps, discuss participants and stakeholders to be engaged, and collect existing planning documents and relevant background information to provide context for the planning process.

INTERNAL & EXTERNAL ANALYSIS

The provided background materials and planning documents were thoroughly reviewed by Northspan, and key themes and takeaways were synthesized into a context presentation shared at the beginning of the first strategic planning workshop. This contextual review aimed to establish shared foundational knowledge among workshop participants. Northspan's notes summarizing these materials and documents are available as Appendix B, titled Internal & External Analysis Summary.

STRATEGY COMMITTEE, BOARD, & STAFF SURVEY

Northspan conducted a survey targeted for the Oshkosh Public Library strategy committee, board, and/ staff members to gather feedback and ideas to inform the strategic planning process. The survey was conducted from July 1 through July 22, 2025, and received 60 responses, a robust sample showing strong interest in the process. Survey questions included an evaluation of the current vision, mission, and core values and featured a strengths, weaknesses, opportunities, and

threats (SWOT) analysis. A summary of the survey results is available in Appendix C titled Strategy Committee, Board, & Staff Survey Summary.

COMMUNITY-INFORMED SURVEY

Northspan partnered with the Oshkosh Public Library to design and distribute a community survey as a key tool for gathering broad-based feedback and ideas to inform the strategic planning process. The survey was conducted from July 1 to July 22, 2025, and generated a strong response, with a total of 1,146 community members participating.

The questionnaire invited respondents to share how they currently use the library, assess the quality and relevance of its existing services and programs, and suggest new opportunities for future offerings. This mix of evaluative and forward-looking questions provided a valuable snapshot of present-day usage and a window into the evolving needs and expectations of the Oshkosh community.

A summarized overview of the survey results is available in Appendix D titled Community-Informed Survey Summary.

COMMUNITY FOCUS GROUPS

AGENDA | August 4 & 5, 2025 | 6pm-8pm, 10am-12pm, and 5pm-7pm

- Welcome, Agenda, & Context Overview
- Gallery Walk Focus Group
- Focused Conversation
- Reflection & Next Steps
- Adjourn

As part of the process for developing the Oshkosh Public Library 2026–2030 Strategic Plan, Northspan facilitated three focus group listening sessions targeted toward community members, library patrons, and organizational partners on August 4 and 5, 2025. Each two-hour session was held at the Oshkosh Public Library and provided participants with an opportunity to share input on the library's future. Attendance was steady across all three sessions, with 14 participants in the first session, 12 in the second, and 14 in the third.

A central feature of the sessions was the gallery walk, an interactive exercise designed to spark broad input and dialogue. Participants moved through a series of stations around the room, each focused on a key theme or question related to library services, facilities, and community role. Using sticky notes and written prompts, attendees were able to respond individually while also seeing and reacting to the ideas of others. This format encouraged a wide range of perspectives, reduced the pressure of speaking in front of the whole group, and created a visible map of community priorities and concerns that informed subsequent discussion.

Following the gallery walk, participants came together for a focused conversation that synthesized emerging themes, identified challenges, and highlighted opportunities. Each session concluded

with reflection and next steps, ensuring that participants understood how their contributions would be incorporated into the strategic planning process.

A summary of these sessions is available in Appendix E titled Community Focus Groups Summary 1 C 3 and Appendix F titled Community Focus Group Summary 2.

STRATEGIC PLANNING WORKSHOP A

AGENDA | August 19, 2025, | 8:00am-12:00pm

- Welcome, Agenda, C Introductions
- Context Presentation
- Mission, Vision, Values Workshop
- Practical Vision Workshop

On August 19, 2025, members of the Oshkosh Public Library Strategy Committee met with Northspan staff at the Boys and Girls Club of Oshkosh for the first of three strategic planning workshops. The session began with a context presentation that outlined existing planning documents, reviewed related materials, and highlighted major themes emerging from the community survey and focus groups held earlier in the process. This foundation ensured participants entered the workshop with a shared understanding of the library's current position and the voices of its stakeholders.

Northspan then facilitated a series of exercises to refine the library's guiding statements. Participants agreed to amend the mission and discussed changes to the vision statement to reflect the library's evolving role, while reaffirming its enduring core values:

Vision:

To be the library in your life.

Mission:

To provide a vibrant, welcoming gathering place where people have free access to information, resources, and services.

Participants discussed the existing core values and agreed that they were still relevant and indicative of the goals of the Oshkosh Public Library.

Core Values:

- Literacy
- Learning
- Access
- Equity
- Community
- Privacy and Freedom from Censorship

Next, strategy committee members reviewed ideas for the practical vision that had been gathered through the strategic planning committee, board, and staff survey. Building on this input, the group worked together to identify and name the categories that best captured the aspirations for the future of the library. This discussion was framed around the guiding question: *“What do we want to see in place in five years as a result of our strategic planning actions?”* The group identified a practical vision consisting of the following six elements:

- Connection through Diverse Programming
- Intentionally Inviting and Engaging Spaces
- Flexible and Accessible Opportunities
- A Welcoming, Safe, and Supportive Environment for Patrons and Staff
- Robust Community Connections and Support
- Curation and Development of Collections and Services That Meet Community Needs

Workshop A concluded with a break for participants to eat lunch together.

STRATEGIC PLANNING WORKSHOP B

AGENDA | August 20, 2025, | 1:00pm-4:00pm

- Blocks Workshop
- Strategic Directions Workshop
- Reflection and Next Steps
- Adjourn

After lunch, the Oshkosh Public Library Strategy Committee reconvened for the second of three workshops facilitated by Northspan. This session began by revisiting the practical vision identified in the morning, ensuring participants maintained a clear line of sight on the library’s five-year aspirations. Building from this foundation, the focus shifted to examining the barriers standing in the way of realizing that vision.

The strategy committee worked to identify the challenges that stand in the way of achieving the practical vision. Using the input gathered through the strategic planning committee, board, and staff survey as a foundation, participants discussed and refined the key barriers. This process surfaced both internal and external challenges, which the group organized into five central blocks and answered the question, *“What is blocking us from moving toward our practical vision?”*

- Internal misalignment limits effectiveness
- Disconnected public perception deters utilization

- Underutilized spaces restrict functionality
- Unrealistic expectations conflict with capacity
- Challenging behaviors impact library experiences

With these barriers clearly defined, the workshop moved into its second phase: generating solutions. Participants engaged in a second round of brainstorming and prioritization, this time focused on the guiding question: *“What innovative, substantial actions will deal with the blocks and move us toward our practical vision?”*

The group reached consensus on five strategic directions that will shape the Oshkosh Public Library’s work from 2026–2030:

1. Revitalizing space for optimal use
2. Expanding community-wide access points
3. Leveraging strategic partnerships
4. Aligning program goals with community interests
5. Improving organizational effectiveness

STRATEGIC PLANNING WORKSHOP C

AGENDA | August 20, 2025 | 9:00am-1:00pm

- Welcome, Agenda, & Introductions/Yesterday Reflections
- Focused Implementation
 - Current Reality, Success Indicators, Actions
- Focused Implementation
 - Timeline
 - Priority
- Next Steps
- Reflection
- Adjourn

On August 20, 2025, the Oshkosh Public Library Strategy Committee gathered for the third and final workshop facilitated by Northspan at the Boys C Girls Club of Oshkosh. This culminating session opened with a review of the mission, vision, core values, practical vision, blocks, and strategic directions developed in the earlier workshops, grounding participants in the full arc of their progress.

With that shared foundation, the committee engaged in a focused implementation workshop designed to move from strategy to action. Guided by Northspan facilitators, participants explored the library’s current reality, candidly assessing both strengths and limitations. They then identified success indicators, defined as concrete signs that would demonstrate progress toward the strategic directions. Next, the group began developing specific actions and accomplishments that

could be achieved over the next five years. The identified actions and other outcomes of the workshop activity are available in Appendix G titled Current Reality, Success Indicators C Actions.

Building on this, strategy committee participants took part in a focused implementation action planning exercise to define the timeline for the identified strategic plan actions. This step allowed the group to consider sequencing, prioritize initiatives, and align actions with available resources. By working through this timeline together, participants ensured that the plan balances ambition with practicality, setting the stage for measurable progress. The timeline is available in Appendix H titled Strategic Plan Timeline.

The workshop concluded with a reflection period, allowing participants to look back on the three-session process and forward to the work ahead. By the end of the day, the committee had created a roadmap that connects vision to action—equipping the Oshkosh Public Library with a clear framework to guide decisions, strengthen operations, and expand its role as a vital community resource from 2026 through 2030.

APPENDIX B

INTERNAL & EXTERNAL ANALYSIS SUMMARY

The population of Oshkosh is cited at 66,247, per 2023 consensus statistics. The Oshkosh Public Library (OPL) serves the City of Oshkosh and acts as the resource library for the Winnefox Library System, which covers five counties (Winnebago, Fond du Lac, Green Lake, Marquette, Waushara). OPL's historic facility also houses Winnefox and the Winnebago Area Literacy Council, further anchoring its regional role as a community hub.

Demographic Trends

Population growth has been essentially flat over the past decade, with a slight 0.1% decrease from 2013–2023. The population of Oshkosh is aging overall, though the percentage of residents 65+ remains slightly below Wisconsin's average. The community is becoming more ethnically diverse, with growth in nearly every BIPOC group. The largest increase has been in residents reporting two or more ethnicities.

Income and poverty

Median household income has risen significantly even after inflation adjustment. Poverty rates have declined since 2013 but remain above Wisconsin's average.

Digital Inclusion

As of 2025, 90% of Winnebago County households have broadband access, slightly above the state average of 89%.

OPL's Position in the Library System

Wisconsin has 16 public library systems. As part of the Winnefox system, OPL provides shared services across member libraries. OPL's designation as resource library gives it elevated visibility and responsibility, offering advanced reference, training, and specialized support for other

libraries.

Library Usage and Service Trends (2015–2024)

Circulation: Total checkouts declined from 826,900 (2015) to 474,600 (2024). Children’s circulation followed a similar path, with some recovery after the pandemic low.

Public computer usage: Sharp long-term decline, from 61,200 (2015) to 22,000 (2024), likely due to increased access to personal devices.

Children’s programming: Expanded significantly post 2021, with 737 programs and 13,000 attendees in 2024—both above pre pandemic levels.

Library visits: Dropped from 316,300 (2015) to 236,900 (2024). Visits have gradually rebounded since 2021 but remain below pre pandemic figures.

Cardholders: Stable base, from 32,400 (2015) to 30,800 (2024).

Total programs and attendance: Both have grown steadily since 2021, though average attendance per program has decreased, suggesting more events but smaller audiences per event.

Data taken from the Wisconsin Public Library Consortium database using figures from 2015 through 2024.

OVERVIEW

Oshkosh Public Library engaged with strategic planning consultants from Northspan to guide the development of the library's new five-year strategic plan. As part of this process, a Strategy Committee, Board, and Staff Survey was conducted to gather focused input from individuals with a deep understanding of the library's mission, operations, and current role in the community.

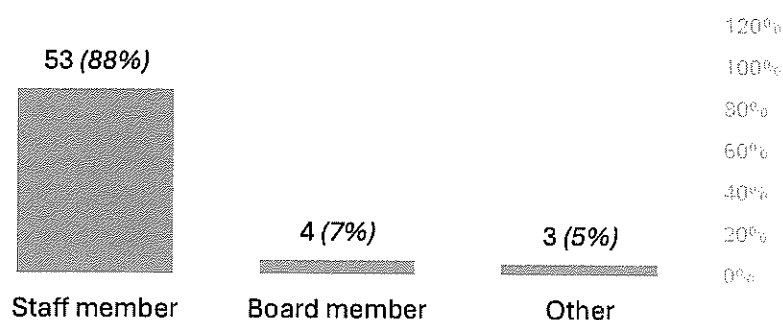
The survey invited participants to reflect on the library's current strengths, weaknesses, opportunities, and threats through a SWOT analysis; brainstorm ideas for desired outcomes of the five-year strategic plan, known as a practical vision; identify blocks or barriers that could hinder progress; and contribute words or concepts that they feel reflect the library's values. It concluded with an open-ended question inviting any additional considerations or suggestions. These insights aim to provide key context for strategic planning workshops and help shape the library's priorities for the next five years.

METHODOLOGY

The survey was open from July 1 to July 22, 2025, and received 60 total responses. The distribution of respondents' association with the Oshkosh Public Library can be found below. It was conducted exclusively online via SurveyMonkey and was distributed directly by library leadership via an emailed link to all Board and staff members, as well as a small representation of close partners and stakeholders with a strong working knowledge of the library. All survey responses were recorded anonymously without identifying information, and third-party analysis was conducted by Northspan.

This summary document contains an overview of the synthesized survey findings. Open-ended responses to the SWOT analysis were grouped by theme into high-level categories and displayed in the approximate order of frequency each theme appeared. Responses to the practical vision and blocks questions were categorized and are included in a separate, standalone document that will serve to inform an interactive strategic planning workshop activity. Responses to the values question were aggregated into a word cloud to show the most frequently cited terms. In the final question, any additional open-ended comments and closing thoughts were synthesized in a narrative summary.

Respondent Distribution



Of the three respondents who indicated other associations with the library, two identified as City of Oshkosh non-library employees, and the remaining respondent identified as a member of the Winnebago Area Literacy Council.

STRENGTHS, WEAKNESSES, OPPORTUNITIES & THREATS (SWOT) ANALYSIS

Survey respondents were asked to complete a SWOT analysis identifying Oshkosh Public Library's internal strengths and weaknesses compared to other organizations, as well as external opportunities and threats that may positively or negatively impact its work. Participants were instructed to enter up to 3 open-ended responses per category.

<i>Strengths</i>	<i>Weaknesses</i>
• Skilled, dedicated staff and leadership • Commitment to accessibility, equity, and freedom of information • Presence, involvement, and reputation in the community • Extensive collection of materials and archives • Spacious, historic facility • Effective, collaborative organizational processes • Wide variety of programs and resources • Willingness to embrace new ideas or opportunities • Endowment funds and financial resources • Renewed brand identity and marketing	• Aging building with structural limitations • Internal misalignment and unclear direction • Safety and security concerns at the library • Limited awareness, marketing, and outreach • Slow adoption of modern technology and innovation • Gaps in program and service offerings • Staffing and scheduling constraints • Geographic reach and distribution challenges • Disjointed levels of support/customer service for patrons with diverse backgrounds and needs • Budgetary and funding restraints
<i>Opportunities</i>	<i>Threats</i>
• Strengthening partnerships with local schools, organizations, businesses, and government • Participating in local events to increase visibility • Expanding digital marketing and social media presence (BookTok/TikTok, etc.) • Reimagining library spaces and optimizing layout • Increasing off-site or mobile access points • Promoting the library's historic identity and downtown location • Responding to economic, demographic, and social community trends • Expanding skill-based and educational programming for all ages • Positioning the library as a community third space and cultural hub • Exploring new funding and volunteer engagement opportunities	• Political polarization, censorship campaigns, and anti-library rhetoric • Volatile funding and budget cuts • Disruptive or hostile patron behaviors • Public perceptions that libraries are outdated or unnecessary • Competition from digital media and online resources • Access and transportation barriers due to city growth • Declining literacy rates and interest in reading • External economic and labor market factors impact staffing • Service overlap or competition from other community organizations • Rapid growth of AI and new emerging technology



ADDITIONAL COMMENTS

Lastly, the survey invited respondents to share any additional comments or closing thoughts via the open-ended question prompt, ***“Is there anything else that you think the library should know or consider during its strategic planning process?”*** Responses to this final question are summarized below, with a particular emphasis on actionable insights and takeaways contained within.

Supporting and Empowering Staff

Survey participants shared a range of ideas and concerns for the library to consider in its upcoming strategic plan, including the importance of supporting and empowering staff by providing them with **de-escalation, trauma-informed service, and unconscious bias training**. There were also calls to ensure that management plays a more **active role** in implementing initiatives, as well as the need to maintain **adequate staffing levels** and provide resources to **prevent burnout**.

Welcoming, Safe, and Purpose-Driven Spaces

Creating welcoming, safe, and purpose-driven spaces also emerged as a priority. Suggestions included **reimagining underused areas** such as the Reading Room and Dome with more public programming, adding a café or flexible seating, and improving **safety and security measures**, like expanded camera coverage and streamlined incident reporting, while also ensuring that any measures implemented allow the library to remain **inclusive and inviting for all patrons**.

Reflecting the Community Interests

Multiple comments also called for program offerings that reflect the interests of various age groups and individuals in the community, including more **adult programs**, especially for young adults in their 20s–30s, expanded **passive programming**, and **better coordination across departments** to avoid missed opportunities. Strengthening the library’s **marketing efforts** through **social media platforms** like TikTok that appeal to youth, **community partnerships** with other organizations, and more **visible event promotion** were also mentioned as ways to better reach intended audiences.

Unified Long-Term Direction

Several responses highlighted the need for a clear, unified long-term direction. There were hopes that the strategic planning process would **provide clarity in major areas**, such as whether the library would potentially decide to pursue relocation, revive the bookmobile, or launch satellite branches, which would help ensure that any **future investments are strategically aligned**. Respondents also encouraged a **measured pace of implementing change**, with **regular evaluation of initiatives**, discontinuation of those that are ineffective, and prioritization of efforts that align with the library’s long-term goals.

Adaptive Services and Materials

Additionally, survey participants noted the importance of **adapting the library’s services and collections** to meet **evolving community and technological needs**. Suggestions included the possibility of **phasing out lower-demand formats** like CDs, **expanding popular formats** such as Wonderbooks, **strengthening outreach** to underserved populations (including through potential west side access points), and proactively **anticipating shifts in media consumption and technology** trends to remain relevant in the community.

OVERVIEW

The Oshkosh Public Library conducted a community-wide survey to gather feedback that provides key context for the development of the library's new five-year strategic plan. As part of a planning process facilitated by Northspan, the survey invited library patrons, Oshkosh-area residents, and community stakeholders to share their insights, aiming to ensure the library's direction over the next five years aligns with community priorities and needs.

Questions included in the survey covered a range of topics, including library usage, satisfaction, perceptions of value, potential improvements or additions to the library's services and programs, and other ideas they would like to see for the library's future. Respondents were also invited to share optional demographic information to help the library understand the survey audience and identify potential gaps in engagement. The survey received an exceptionally strong participation turnout, indicating that the Oshkosh community has a clear interest and investment in the library's future.

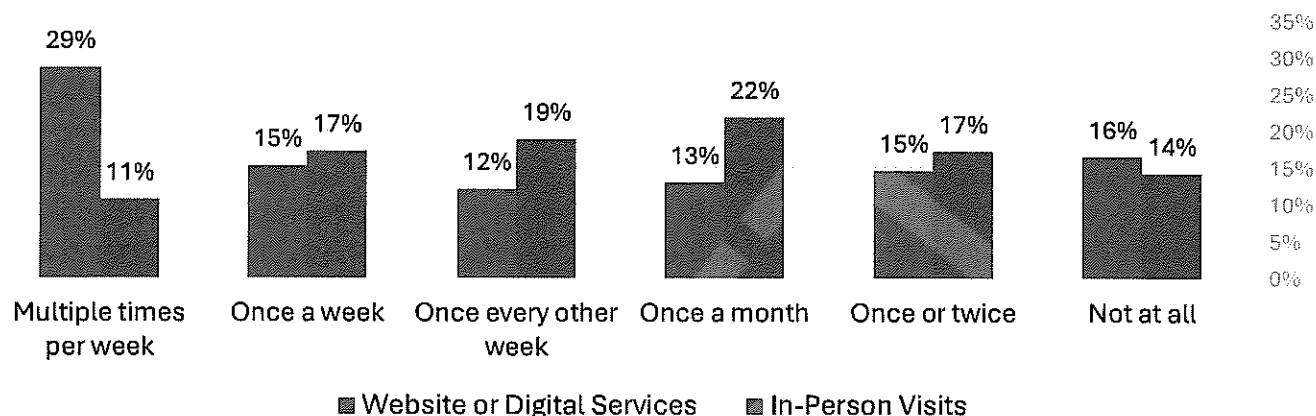
METHODOLOGY

The survey was open from July 1 to July 22, 2025, and received 1,146 total responses (1,054 online and 92 paper copies). For a community of Oshkosh's size, this robust sample provides statistically reliable insights with a margin of error of approximately $\pm 2.87\%$ at the 95% confidence level. The survey was primarily conducted online via SurveyMonkey, although paper copies were also made available at the library and community partner locations for accessibility purposes. It was promoted through various channels, including the library's website, social media channels, and a feature in the Oshkosh Herald. All responses were anonymous, and Northspan analyzed the survey results as a neutral third party.

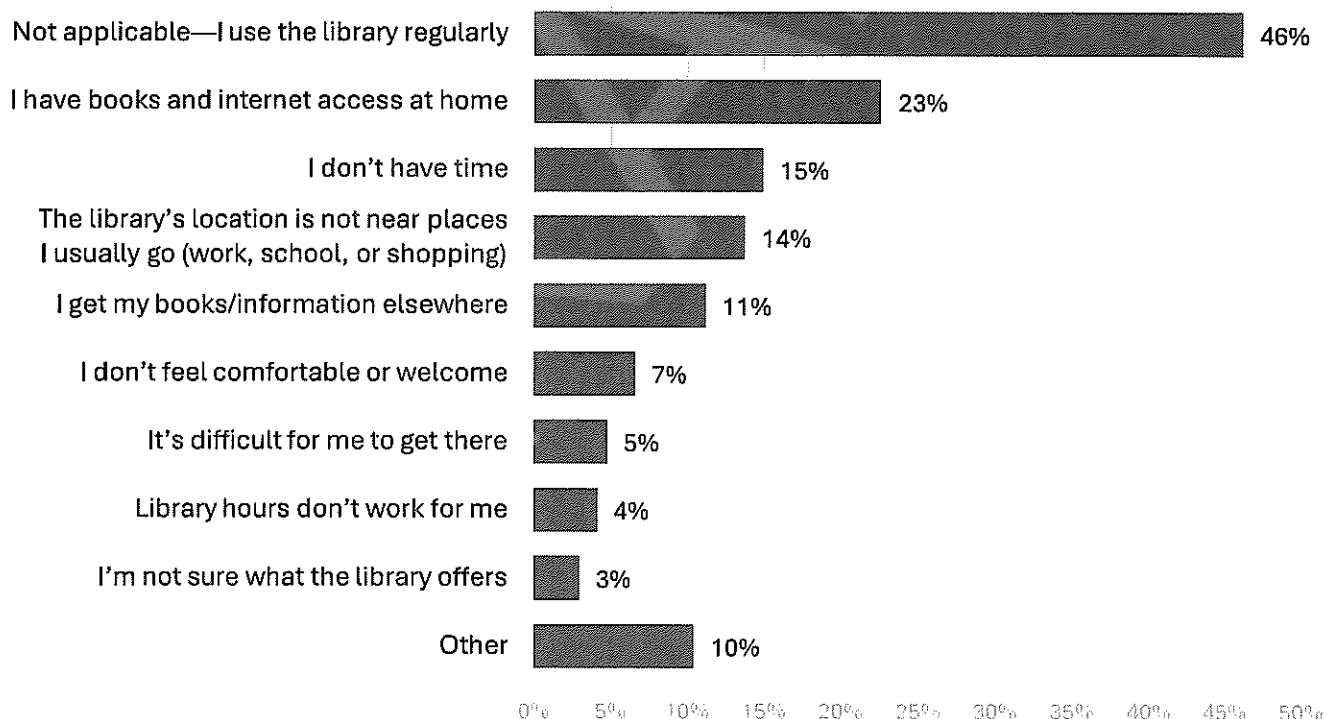
This summary document contains an overview of the survey results, incorporating both the online and paper copy responses received. Responses to closed-ended, multiple-choice questions are reported as given; where applicable, for multiple-choice questions with an "Other" option prompting participants to elaborate via a comment box, responses that fit clearly into existing categories were manually reassigned, and non-responses (e.g., "none, N/A, etc.") were excluded from the results. Additionally, select open-ended comments are highlighted throughout the summary document to capture community voices and insights verbatim.

SECTION 1: LIBRARY USE AND SERVICES

Library Usage Patterns Over the Past 3 Months

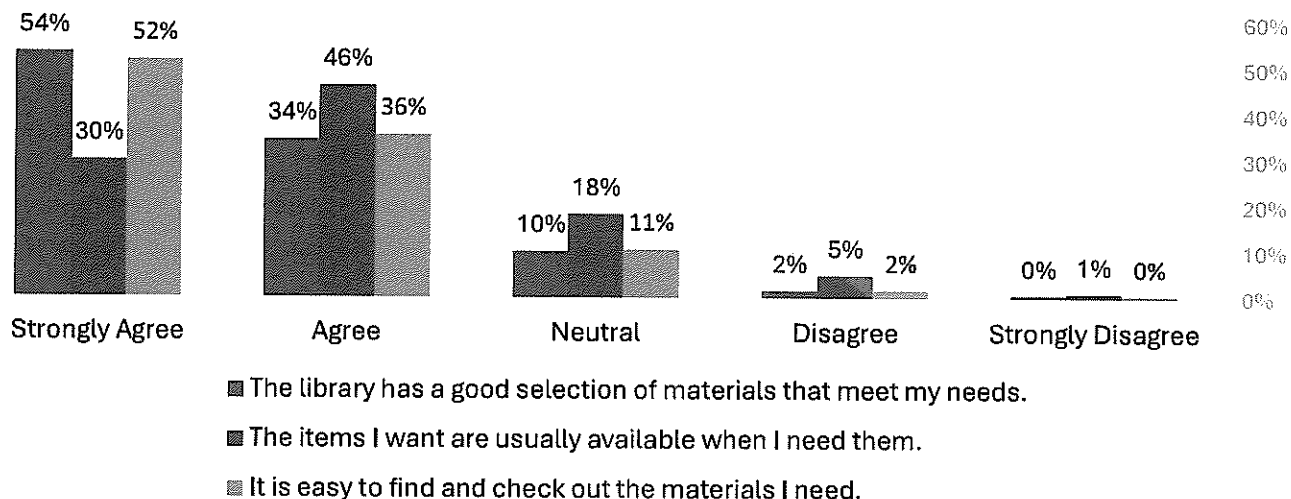


Main Reason(s) for Not Using the Library Often or at All



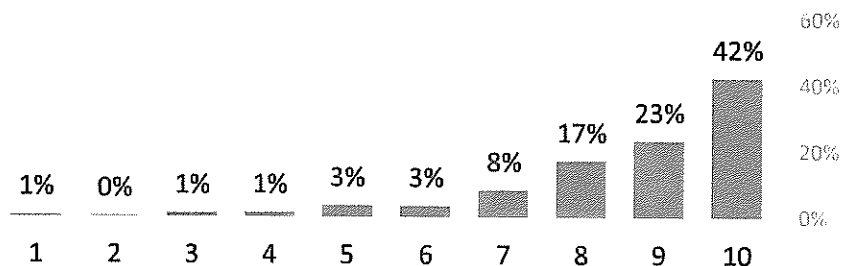
Participants who selected “other” cited several additional reasons for not using or visiting the library, including **preferring to use digital library services; utilizing delivery or off-site access points** instead of visiting the library in person; **safety concerns** at the library building; **being a new resident** who is still settling in; **mobility and accessibility issues** due to health concerns or disability; **not making library usage a personal priority**; **lack of interest** in what the library offers; **using the library for specific purposes** or only as needed; **unavailable or difficult to access materials**; **no longer having young children**; and **only using the library seasonally**.

Experience Checking Out Library Materials



Overall Library Satisfaction Rating

(1 = not at all satisfied, 10 = extremely satisfied)



8.58
Average Overall
Satisfaction Rating

Explanation of Any Reason(s) for Overall Satisfaction Rating

"I read a lot! I could never afford to buy the number of books I want to read. The library is the best bargain I get with my tax dollars."

Positive comments related to respondents' satisfaction with the library most commonly cited a **general appreciation for the library and its role in the community**, along with **convenient access to a wide selection of materials**, and a **welcoming environment with friendly, helpful staff**.

OSHKOSH PUBLIC LIBRARY STRATEGIC PLANNING COMMUNITY SURVEY SUMMARY

Neutral, mixed, or negative comments, many from respondents who had high overall satisfaction and simultaneously voiced appreciation for the library, included a **limited selection** of newer or niche materials; **long wait times** for books or digital materials; **feeling unsafe or uncomfortable** due to other patrons; **desire for more programs and activities for different age groups**; **difficulty locating materials or navigating technology** (3%), **inconvenient hours or location** (3%), **outdated facilities and atmosphere** (2%), **rarely or never visiting the library** (2%), **misalignment with personal or political values** (2%), and **poor customer service or staff interactions** (2%).

"I'm happy to have digital assets that are easily available, but I wish I felt more comfortable visiting the library on my own."

Library Service Usage and Perceptions of Value	Most Used or Valued (%)	Least Used or Valued (%)
Borrowing or accessing physical materials (<i>books, DVDS, etc.</i>)	84%	4%
Borrowing or accessing digital materials (<i>E-books, etc.</i>)	42%	21%
Services for readers (<i>interlibrary loans, book club kits, staff recommendations on website, etc.</i>)	34%	16%
The library's used bookstore	30%	18%
Programs for adults (<i>speakers, DIY, book clubs, etc.</i>)	24%	24%
Printing, copying, and other document services (<i>faxing, lamination, shredding, etc.</i>)	23%	35%
Pick-up and drop-off options (<i>delivery, curbside, drop-off/pick-up materials at Evergreen, etc.</i>)	21%	28%
Personalized help with info or research (<i>general questions, Book a Librarian, genealogy/local history, etc.</i>)	20%	23%
Library communications/notifications (<i>email newsletter, Shoutbomb text notifications, etc.</i>)	20%	17%
Youth programming and events (<i>storytime, book clubs, STEAM programs, etc.</i>)	18%	42%
Wi-Fi and internet access	17%	36%
Civic services (<i>notary, tax forms, bus passes, etc.</i>)	16%	35%
Private and group workspaces (<i>study space, meeting rooms, etc.</i>)	14%	39%
Outreach and community engagement (<i>information, instruction, other assistance from staff at locations out in the community, etc.</i>)	11%	32%
In-library use of computers and basic tech (<i>Chromebooks, device charging stations, DVD player, etc.</i>)	11%	47%
Interactive learning activities for children (<i>computer learning stations, Take & Make Kits, etc.</i>)	9%	40%
In-library use of specialized tech and equipment (<i>microfilm, DVD conversion station, etc.</i>)	9%	39%

OSHKOSH PUBLIC LIBRARY STRATEGIC PLANNING COMMUNITY SURVEY SUMMARY



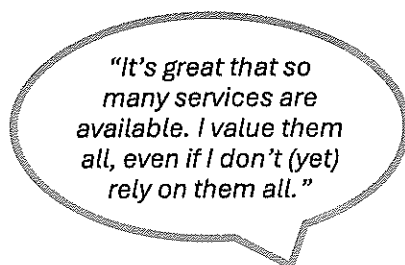
Support services (<i>hygiene items, job search assistance, legal assistance clinic, etc.</i>)	7%	47%
Classroom and educator resources (<i>teacher card, class tours, books for classroom use, etc.</i>)	6%	47%
Accessibility and mobility aids (<i>basket carts, magnifier, wheelchair, hearing loops, etc.</i>)	5%	43%
Supplies for on-site purchase (<i>earbuds, flash drives, blank DVDs, envelopes, etc.</i>)	3%	52%
Other	7%	7%

Top MOST Used or Valued Library Services:

- **Borrowing or accessing physical materials** (*books, DVDs, etc.*) – 84%
- **Borrowing or accessing digital materials** (*E-books, etc.*) – 42%
- **Services for readers** (*interlibrary loans, book club kits, staff recommendations, etc.*) – 34%

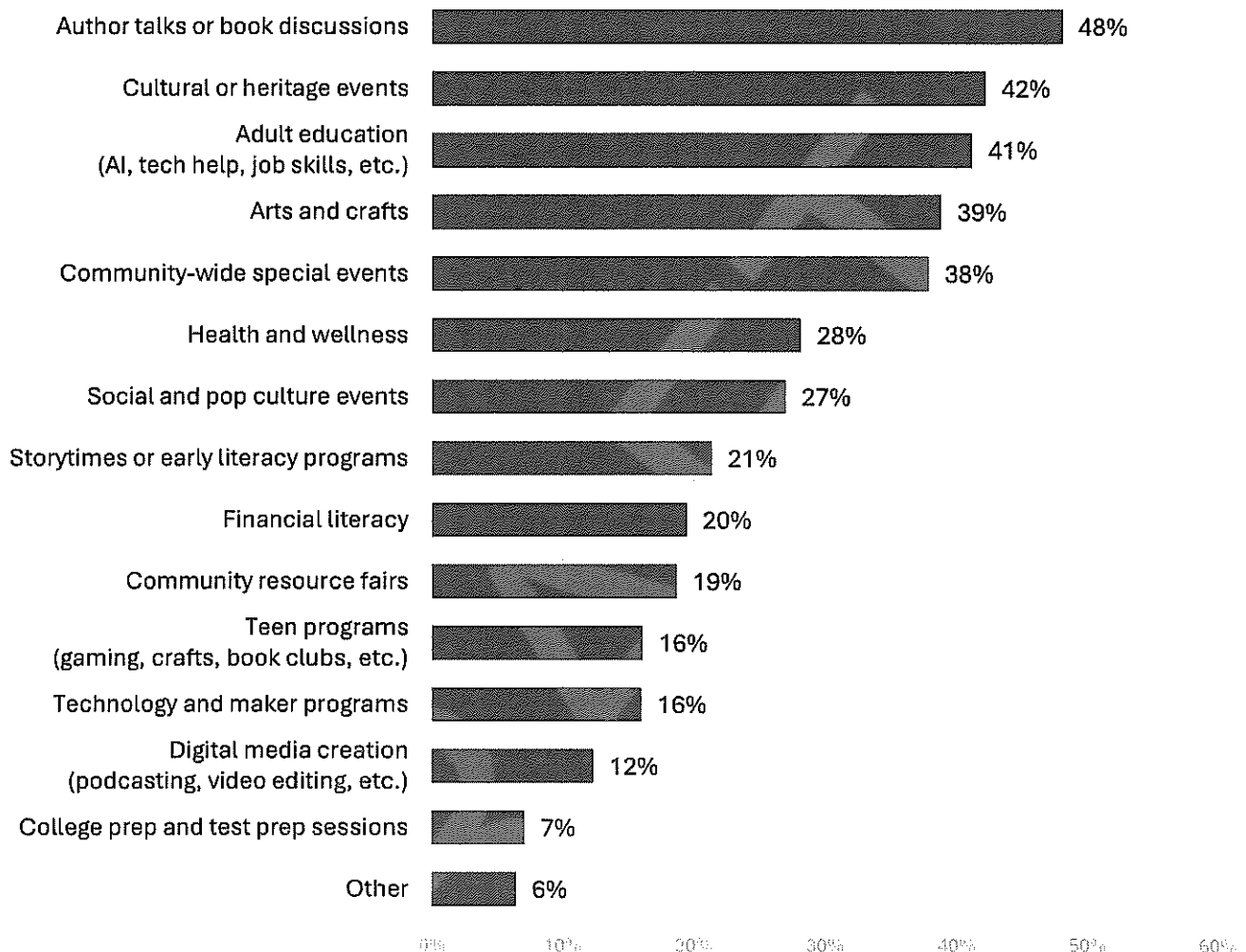
Top LEAST Used or Valued Library Services:

- **Supplies for on-site purchase** (*earbuds, flash drives, blank DVDs, envelopes, etc.*) – 52%
- **Support services** (*hygiene items, job search assistance, legal assistance clinic, etc.*) – 47%
- **In-library use of computers and basic tech** (*Chromebooks, charging stations, etc.*) – 47%
- **Classroom and educator resources** (*teacher card, class tours, classroom books, etc.*) – 47%



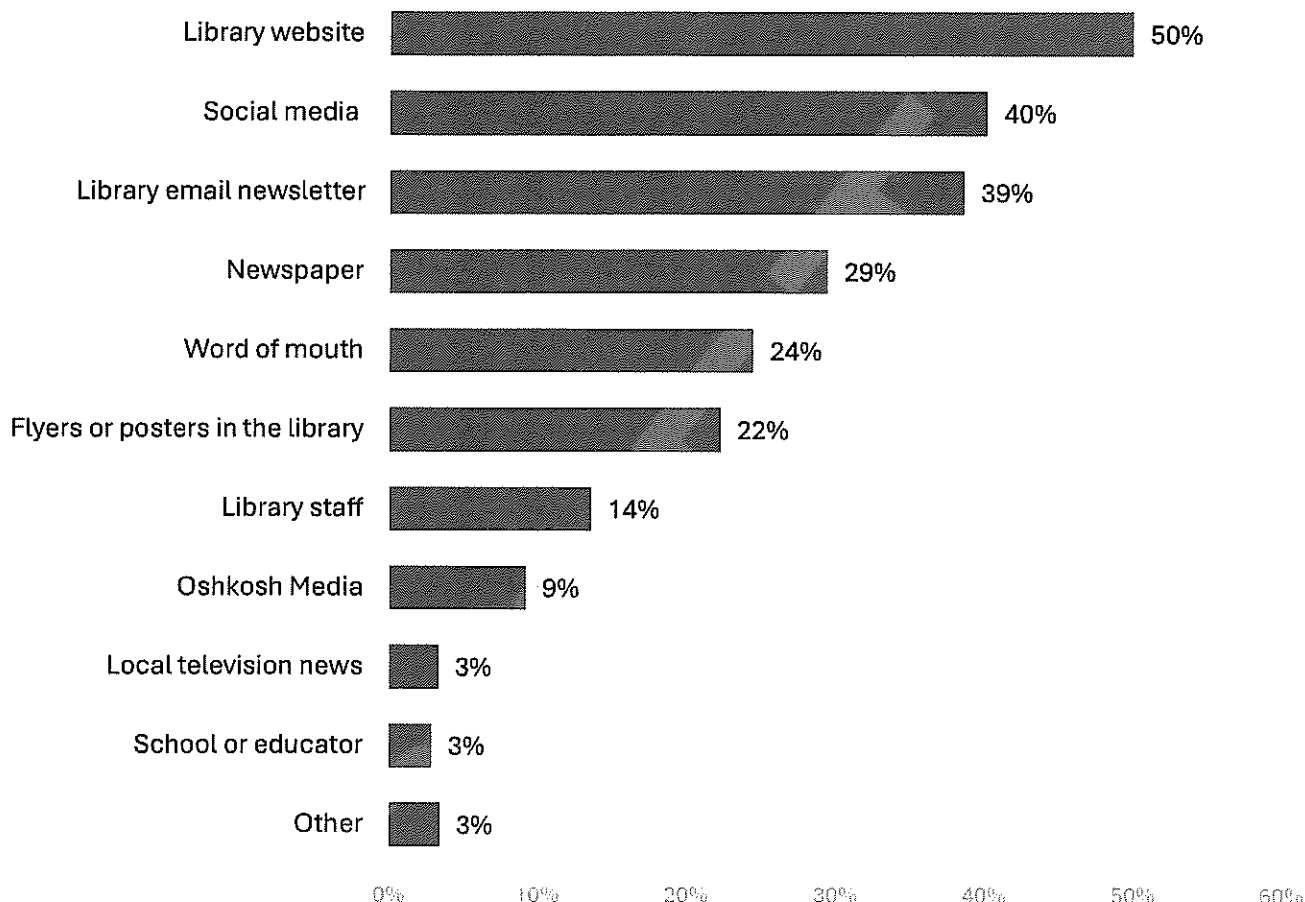
The majority of respondents who selected “other” to the questions regarding which library services they used or valued most and least used it as an opportunity to share that they **felt that all of the services offered were valuable, even the ones that they did not personally use**, while many of the remaining participants who answered “other” used the comment space to note that they were **not previously aware of many of these services offered** prior to taking the survey.

Personal and Household Interest in Types of Programs/Events



The small number of survey participants who responded “other” indicated specific interest in programs or events related to **history and genealogy; music and live performances; children’s play activities; adult gaming and recreation** (board game nights, speed-puzzling competitions, etc.); **current events, civics, and information literacy**; more **book clubs for adults; cooking classes; expanded accessibility options** (virtual, expanded scheduling, etc.); and **language**.

How Respondents Hear About Library Events, Services, or Updates



Of the respondents who selected the “other” answer option for the above question, many noted that they **rarely or never hear about library events, services, or updates**, while others shared that they receive communication about the library through channels like the **Boys and Girls Club, library brochures or pamphlets, the senior center, and the Discover Oshkosh website.**

I actually don't hear about events in any way, but I may check out social media to see if I can follow to be more aware.

Suggestions for New Library Services That Are Not Currently Offered

Responses (%)

Social events and clubs for adults (*books/comic-oriented, music, movie nights, etc.*)

15%

OSHKOSH PUBLIC LIBRARY STRATEGIC PLANNING COMMUNITY SURVEY SUMMARY



More adult learning and life skills classes (<i>digital literacy, language, career exploration and development, entrepreneurship, CPR, etc.</i>)	13%
Library of Things additions (<i>tools, cooking equipment, gardening supplies, STEM toys, etc.</i>)	12%
Material discovery and service navigation aids (<i>improved signage and organization, kiosks, resource guides, expanded promotion, etc.</i>)	12%
Creative resources and innovation tech (<i>Makerspace, Idea Studio, painting class, etc.</i>)	10%
Greater variety of youth, teen, and family programming (<i>multigenerational, homeschool-specific, experience passes, etc.</i>)	10%
Expanded access points (<i>Bookmobile revival, west-side pickup/dropoff, satellite locations, extended hours, etc.</i>)	9%
On-site amenities and dedicated spaces (<i>coffee shop/café, vending, quiet zones, etc.</i>)	9%
Accessibility and inclusivity services (<i>neurodivergent-friendly programs, dyslexia fonts, mobility scooter, benefit navigation, etc.</i>)	7%
Expanded digital and physical collections (<i>increased e-book access, DVDs, whole series, multilingual, Playaways, etc.</i>)	4%

Suggestions for Improvements to Current Library Services	Responses (%)
Clearer guidelines and policy enforcement (<i>safety and security, quiet vs. active spaces, youth behavior, room checkout, etc.</i>)	19%
Flexible and varied programming (<i>weekend hours, program schedule, drop-in events, etc.</i>)	17%
Broader material selection (<i>diverse genres, new releases, low-vision accessible, audiobooks, varied media formats, etc.</i>)	13%
Facility upgrades (<i>cozy seating, mood lighting, cleanliness, modern tech, etc.</i>)	11%
Improved communication of services (<i>regular emails, social media updates, general visibility, etc.</i>)	9%
Streamlined digital experience (<i>app/website navigation support, online catalog, ability to view check-out history, etc.</i>)	8%
Faster access to materials (<i>less wait, transparent hold times, more copies, fewer e-book limits, clear suggestion process, etc.</i>)	7%
Staff visibility and support (<i>increased presence, "roving" staff/volunteers, staff training, director drop-in hours, etc.</i>)	6%
Clearer navigation and layout (<i>visible and accessible signage, recommendation displays, shelf labels, intuitive floorplan, etc.</i>)	5%
Increased access options (<i>mobile outreach, more pick-up/drop-off locations, longer check-out window, etc.</i>)	4%

SECTION 2: LOOKING INTO THE FUTURE

In this section, survey participants were invited to share their boldest hopes, dreams, and ideas for the library's future via open-ended responses to the question, "Looking ahead 5 years, what other changes or new ideas would you love to see at the library?"

Additional Changes or New Ideas Respondents Want to See at the Library In 5 Years

★ Engaging Community Programs

Looking ahead, multiple respondents imagine a library that functions as a **lively community hub** that allows them to explore their interests. Patrons asked for more **hands-on classes** in areas like **arts and crafts, cooking, technology, and sewing**, along with regular **author talks, historical lectures, movie nights, and live musical performances**. Many hoped for programs such as **expanded book clubs** covering diverse genres, "**blind date**" **book exchanges**, and **reading challenges**, as well as activities like **board game nights, jigsaw puzzle sessions, and themed social events** that make it easy to connect with others. Families and youth asked for more **story times, homeschool groups, and activities that are geared toward broader age ranges** or designed to **accommodate neurodiversity and sensory issues**. Several respondents also shared enthusiasm for **volunteer opportunities** or positioning the library as an **entrepreneurial hub** to become a catalyst for local talent.

"Adult story-inspired events like a fairy ball, a Mad Hatter tea party, a murder mystery game, that kind of thing."

"More activities focused on tweens. Our 11 year old is too old for the younger kids group and too young for the teen group."

"Coffee shop, mixed use building, more quiet spaces"

"More cozy seating options for hanging out and reading."

★ Welcoming Spaces and Amenities

Many people envisioned the library as having an **inviting and up-to-date physical environment** while capitalizing on the building's **architectural advantages and historical beauty**. Their wish list included enhancements like **comfortable seating, natural and mood lighting**, dedicated **spaces for phone or Zoom calls, quiet zones** for studying or reading, and **modern children's areas** with more play space and adult seating for supervision. Other suggestions ranged from adding an **on-site café, snack bars, or water bottle fillers**, to creating a **space for nursing mothers**. New areas like a **makerspace, idea lab, or gaming room** were also a common desire, along with improvements like **better signage, enhanced cleanliness, remodeled bathrooms, easier parking, and revitalized décor**.

★ Convenient, Community-Wide Access

Access emerged as a priority for many community members who want the library to be **easier to reach**, where and when they need it. Suggestions included opening **satellite branches or pickup and return locations** on the west and south sides, or **reviving the bookmobile** to extend the library's reach to those who live further away or have limited transportation. Others emphasized **expanding the library's hours**, suggesting increased **weekend availability, earlier opening times, late-night options, or varied program scheduling** to accommodate patrons who work non-traditional hours or have family responsibilities. Additionally, several patrons voiced a desire for

"It would be great to have bookdrops on the west side of Oshkosh."

"Expanded hours, especially during the summer"

24/7 pickup lockers or drive-through options that let people collect holds on their schedules and engage with the library on their own terms.

"More curated collections - I love various themes or staff picks."

"Adding and maintaining materials for all diverse groups in the community."

★ Expansive, Diverse, and Accessible Collections

Patrons continued to place high value on the library's offering a **broad array of materials** that reflect the community's wide interests and needs. Numerous respondents envisioned the library expanding its collection to include more **niche subjects and diverse genres**, from graphic novels to Christian children's books, while keeping pace with **new releases, popular fiction, and nonfiction** materials. In addition to maintaining a robust collection of **hardcopy and e-books**, many desired more **audiobooks, periodicals, movies, music, and games**, along with accessible options such as **multiple languages, large-print, and Braille**. Continuing to support **interlibrary loans** and exploring avenues to **reduce wait times** for books on hold were other common themes. Multiple community members also shared hopes about **broadening the "Library of Things"** to include items like sewing machines, more instruments, telescopes, baking pans, craft supplies, tools, and gardening supplies, enabling them to access necessities or explore interests.

★ Innovative Digital Services

Numerous respondents saw technology as a major component of the library's future. Many expressed a desire for **upgraded, modern in-library tech equipment, faster Wi-Fi, newer gaming consoles, and streaming options** for movies and music. Several also asked for a more **intuitive, user-friendly app and online catalog** that integrates hold lists, tracks reading and check-out history, and links with other community resources. Calls for **AI workshops, digital literacy training, and instruction in how to navigate emerging tech** suggest an appetite for the library to be a place where patrons can explore and learn about cutting-edge tools. Several respondents hoped for **continued access to digital local history archives and subscription-based services**, including genealogy and research databases, paired with classes that teach patrons how to navigate these resources.

"Embracing new technology and how to work with it instead of fearing it."

"Expanded access to online resources and research tools"

"Some sort of boundaries for the homeless population. I understand they should have use of the library, but shouldn't be lounging around or being loud or inappropriate."

"Mental health resources beyond books - something like a connection with social workers or grief support counselors."

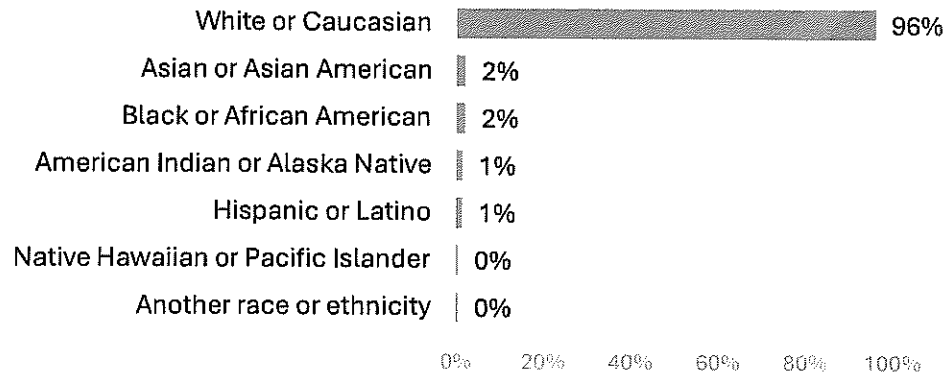
★ Safe, Inclusive Policies

Several comments underscored the importance of maintaining the library as a **safe, comfortable space for all** as it moves into the future. Patrons want **clear, equitable policies** that uphold community access and freedom of information while ensuring comfort for families and those seeking quiet study time. Many desired to see **consistent enforcement of rules** regarding disruptive behavior, smoking, or loitering, as well as advocating for **staff training in inclusion, mental health awareness, and conflict de-escalation**. Some responses suggested **providing resources, social service benefit navigation, or dedicated spaces** for unhoused patrons so that all can use the library with dignity. Keeping the library as a **neutral repository of knowledge**

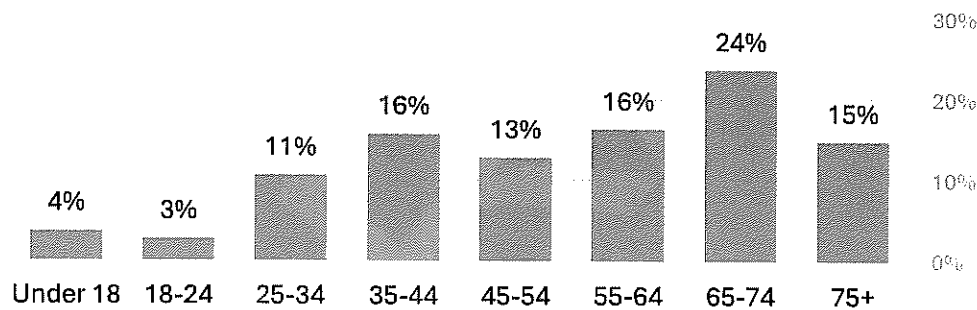
was also seen as crucial for the future, and several respondents cautioned against politicizing its services or collections.

SECTION 3: RESPONDENT DEMOGRAPHICS

Race or Ethnicity



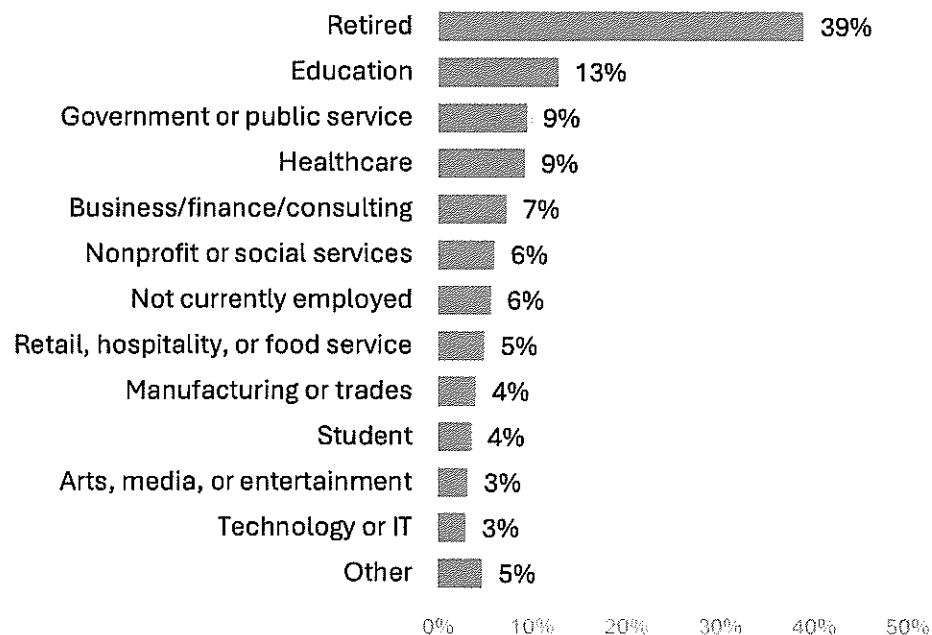
Age



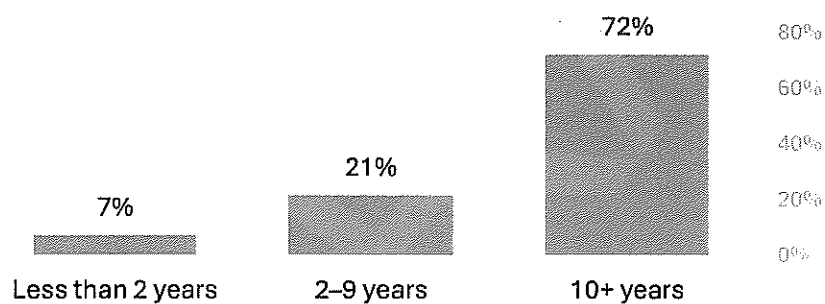
OSHKOSH PUBLIC LIBRARY STRATEGIC PLANNING COMMUNITY SURVEY SUMMARY



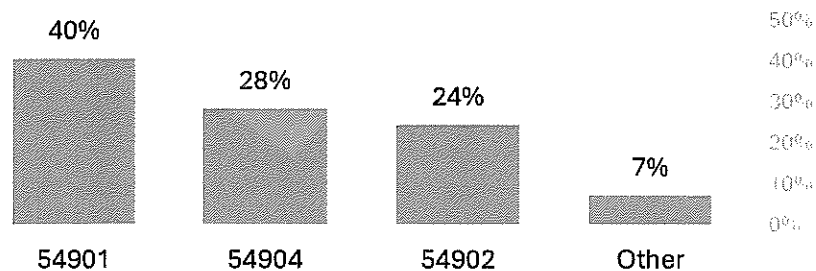
Current Employment Sector



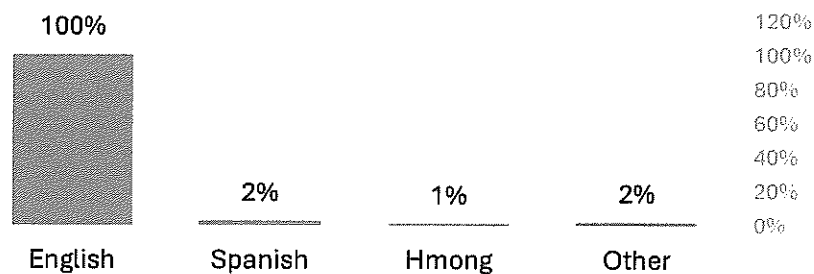
Length of Residence in the Oshkosh Community



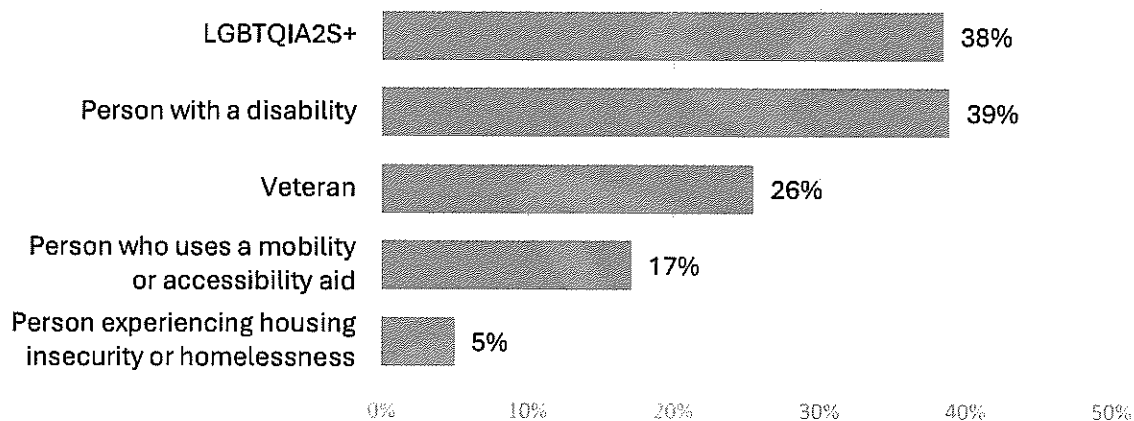
ZIP Code



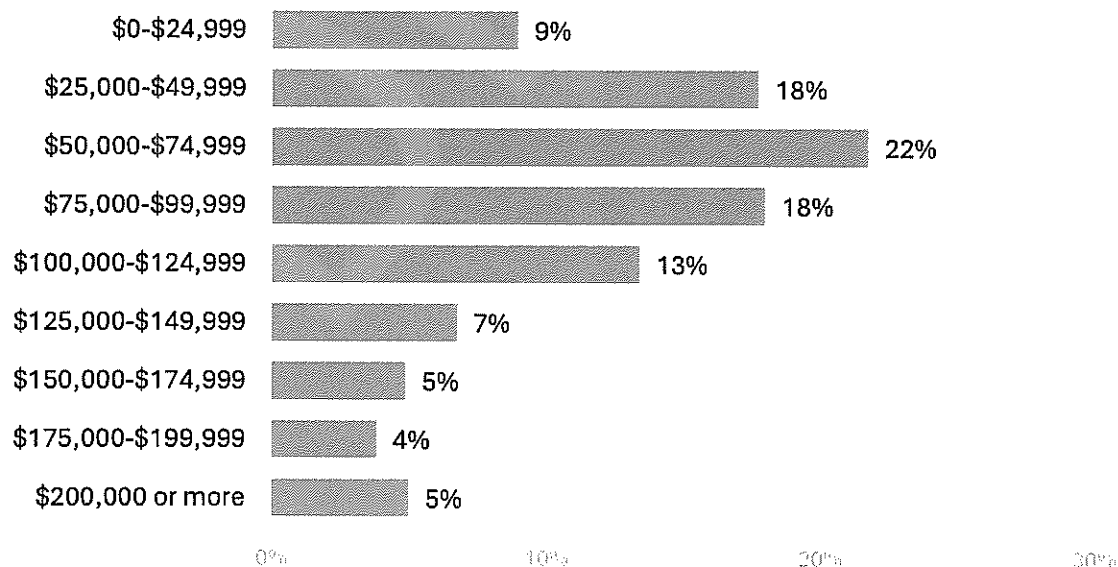
Language(s) Spoken at Home



Identification with Specific Groups



Approximate Annual Household Income

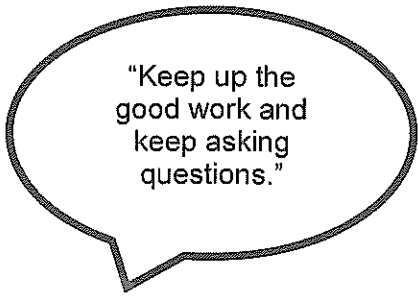


SECTION 4: CLOSING THOUGHTS

Lastly, the survey concluded by inviting participants to respond to the open-ended question prompt:

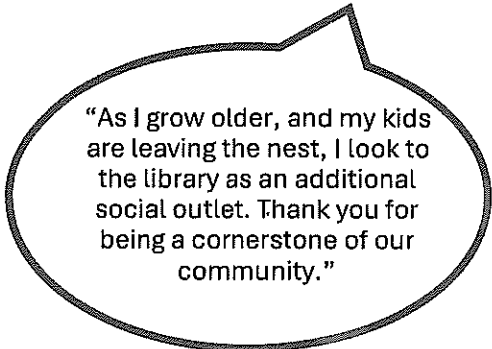
“Are there any other thoughts you would like to share?”

Many respondents used the final question to share **personal reflections and experiences**, along with a deep **appreciation for the library** and its continued **presence in the Oshkosh community**. Dozens described the library as a **welcoming, vital, and even cherished community asset**, often highlighting its **impact on their lives**. Across the board, responses reflected a **strong sense of care for the library’s future**.

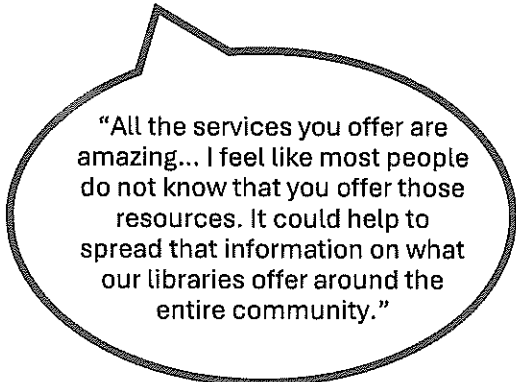


“Keep up the good work and keep asking questions.”

Several responses offered **constructive feedback**, such as for outreach, programming, and building improvements, that largely **mirrored the topics, themes, and ideas** previously covered in other parts of the survey. Similarly, a small number of responses **reiterated concerns about safety, aesthetics, and the library’s evolving role** in serving the needs of all members of the community. Several respondents also noted how much they **appreciated being asked for their input** in this survey and for the opportunity to inform decisions with their feedback.



“As I grow older, and my kids are leaving the nest, I look to the library as an additional social outlet. Thank you for being a cornerstone of our community.”



“All the services you offer are amazing... I feel like most people do not know that you offer those resources. It could help to spread that information on what our libraries offer around the entire community.”

KEY TAKEAWAYS

1. The Library's Atmosphere Shapes How People Engage

The physical and social environment of the library deeply influences how welcome, safe, and comfortable people feel using the space. While many patrons see the library as an engaging and peaceful place to visit, numerous others reported feeling uncomfortable or unsafe due to visible security concerns, noise, rowdy youth behavior, or unwelcoming interactions. Additionally, while there is broad appreciation for the library's architectural beauty, numerous responses noted that parts of the building can sometimes feel underutilized or outdated. These perceptions can significantly affect how, when, and whether people choose to visit.

2. Programming is a Strength (and a Growth Opportunity)

Library programs are highly valued by patrons, with many highlighting the impact of offerings such as storytimes, summer reading challenges, book clubs, and special events. At the same time, there's a strong desire for more variety across age groups, scheduling options, and programming based on specific interests or hobbies. Community members are looking for programs that reflect their unique identities and needs, expand their knowledge, and help build social connections with others.

3. Residents Want More Ways to Access the Library

While the central library location is a hub for many, convenient access remains a barrier that prevents portions of the community from fully utilizing its services. Patrons are seeking options that make library services easier to access, whether through neighborhood drop boxes, satellite pickup points, or expanded hours. These requests reflect a broader need to align services with those who may have varied routines or live further away from the library's downtown location.

4. Patrons Value Materials That Reflect Their Needs and Interests

Perhaps unsurprisingly, books and other library materials continue to be a key component of what people use and value most about the library. Many patrons expressed interest in a greater overall selection and wider variety of genres and formats, including accessible options for multilingual and low-vision readers. Others noted long wait times for popular items and a desire to play a more active role in suggesting new titles or understanding how materials are selected.

5. Communication and Awareness Gaps Limit Use of Existing Services

Even loyal, frequent users don't always know the full breadth of what the library has to offer, and many respondents noted that their first time hearing about certain services was through the survey itself. This suggests that tactics such as clear, proactive communication and stronger outreach across multiple channels, along with tools like easy-to-digest service guides, could significantly increase engagement by expanding awareness of the library's offerings.

Two community member focus groups were held at the Oshkosh Public Library Conference Room as part of the strategic planning process. The first session took place on Monday, August 4 from 6:00 to 8:00 p.m. with 16 attendees, and the second on Tuesday, August 5 from 5:00 to 7:00 p.m. with 12 attendees. Library staff welcomed participants and Northspan staff facilitated the sessions. Each began with introductions and a brief overview of the strategic plan project and recent community survey findings. Participants then moved through a series of discussion stations, recording their ideas on large sheets of paper. The sessions concluded with a short group reflection before adjourning.

Community Connections

Participants emphasized the importance of increasing the library's presence in the community through broader outreach, stronger partnerships, and improved accessibility. They discussed ways the library could engage more residents, build relationships with local groups, and make it easier for people to connect with its resources and services.

Attendees identified a mix of logistical, environmental, and awareness-related factors that can discourage library visits. These included challenges related to convenience, comfort, safety, and program relevance. Some participants noted that current offerings and access points do not fully meet the needs of all residents.

What could the library do to help people feel more connected to the Oshkosh community?

- Learning in Retirement, Evergreen
- Bookmobile
- Visit Oshkosh employers
- Share more of what Oshkosh is reading
- Free Little Library support (+1)
- Oshkosh history/genealogy resources & programs
- Flyers at stores
- Email newsletters
- Social media ✓
- OASD schools
- Volunteers sharing their hobbies & interests either at the library or at other locations (e.g., Christine Ann Center)
- Social media: Engage with more local organizations

- Content creation online
- Bring back Sawdust Day buttons with library theme
- Bus transportation on Sundays & evenings
- Closer bus stop
- Be more accessible
- Welcome basket with info about local organizations for renters & homebuyers
- Promote library at new housing developments
- Move reference section to main floor
- Neighborhood association outreach
- Featured neighborhood meetings

If there is a reason you have not visited the library lately, what is it?

- Parking is tight stalls & not enough (+1, +2)
- Rowdy kids at kid activities
- Too busy
- Limited + odd hours
- Out of the way
- Digital checkout length limitations
- Not a friendly environment or welcoming (feels like an office)
- Safety concerns
- Not aware of what is here
- Arts & music – space & scheduling issues (for others, potentially)
- Bad internet
- Safety concerns & perceptions (after dark)
- Hard to find event information
- I use Libby & Hoopla
- Busy
- Buy books from Amazon
- Friends use digital
- No engaging adult programming:
- Lectures on local history
- Brewing
- Authors

Library as a Lifeline

Participants envisioned the library as a central hub for learning, skill development, and essential services. They discussed opportunities to expand educational programs, provide practical support for everyday needs, and connect people with information and resources that improve quality of life.

What needs or challenges do people face in Oshkosh that the library could help address?

- Community ambassadors
- Literacy tutoring
- Learning English
- Internet access
- Critical thinking skills
- Low-income support
- Job skills/interviewing skills/resume
- Tax assistance
- Budgeting assistance
- Social skills
- Classes for free ("business law", etc.)
- Cooking classes/health
- Welcome packet
- Outreach to schools, for new people or kids
- Safety in space
- Health & medical materials in other languages
- Checkout legacy media & tech (VCR, etc.)
- Legal clinic w/ specialties
- How to navigate local government, city council & committees
- Support groups (i.e. Chronic illness)
- Services:
- Financial literacy
- Job help
- Partner with Day by Day Shelter to provide services
- Partner with Teachers Closet for resources

- Advocap
- Satellite sites using existing buildings (school district)
- Reach out to residents of the tiny village to get them library cards & services
- Mailbox drop-offs throughout the city

Learning & Enrichment

The group identified a wide range of potential programs and experiences to support personal growth, lifelong learning, and community interaction. They expressed interest in activities that encourage creativity, cultural exchange, skill-building, and opportunities for people of different ages to learn together.

What new learning or enrichment opportunities would you like to see available at the library?

- Maker spaces
- Learning to garden
- Making your own laundry/detergent
- Card making
- Author talks
- History/local history talks
- Community reads (Appleton)
- Sensory room (library)
- Language (learn another, speak with others)
- Cooking demos (YMCA or co-op)
- Better partnership with school district
- Art classes (Canvas painting – adult)
- Book clubs (after 5 PM)
- Travel seminars
- Open mic night (literature/poetry)
- Writer's groups
- Intergenerational learning opportunities
- Tool library / experts to teach us how to use them
- Adulting classes
- "Check out a human" storytelling

- Taxes & finance (budgeting)
- World Relief
- Volunteer fair (partner with United Way)
- Library tours (virtual + in person)
- Life skills for teens & students (financial)
- Teen speaker events
- Single & mingle events for older adults
- Intergenerational online format
- Multi-language programming
- Multi-language collections
- More accessibility services for folks with disabilities
- Public speaking classes
- Monthly senior center events/engagement (different time options)
- AI classes
- Foreign language conversation tables
- Cooking classes
- Mystery book group
- Lecture series from pioneer families (with photos)
- Speed-friending events
- Teach people how to use online services (eBooks)

Bold Ideas for the Future

When asked to think expansively, participants proposed ways the library could offer unique experiences, enhance its spaces, and broaden its role as a place for both learning and leisure. They emphasized the value of innovation and fresh approaches to engaging the public.

Dream big! What's one bold new service or feature you'd love to see at the library?

- Seed library / plant swap (+1, +1)
- Library café (+1, +1, +1)
- Adult book clubs for working families (hours extended)
- Book club support:
 - Community outreach

- Scavenger hunt
 - Suggestions
- Resources for writers
- Puzzle night
- Sleepover at the library
- Gaming sessions
- Literacy & programs for challenged adults
- Bingo
- Film showings (art/foreign)
- Date night
- Author events
- Bookmobile! (+1)
- Community hygiene “bags” / kits
- Highlight WI authors/books/destinations
- Cooking class
- Crafting class
- More inviting space featuring local art/murals
- Entry via the Lions’ staircase
- TV-series night
- Additional check-out for kids area
- Movie nights
- 1:1 help with teens & seniors (teens teaching older adults tech)
- Utilize students (middle & high) to create maps, scavenger hunts, digitize materials, art
- Weekly article in the *Herald* about library happenings
- QR code for the library & event calendar
- Magazine room is underutilized
- More events inside the library (flea market)
- Offer maps of the library or wall mural
- Live person (greeter) at the welcome desk
- Café as a meeting hub
- Child care service areas (even 20 minutes)
- High School Babysitter Program
- Friends of the Library

Reimagining the Role of the Library

Looking ahead, participants described a vision of the library as an adaptable, welcoming, and relevant institution that serves all members of the community. They saw it as both a gathering place and a trusted source for cultural, historical, and educational resources, strengthened through collaboration with other organizations.

What should the role of a modern library be in 2025 and beyond?

- Facilitator
- Willingness to meet community where they are (+1)
- Honoring and showcasing the history of WI / Oshkosh
- Adaptable & responsive to patron needs
- A gathering place
- A community meeting space
- Reaching all ages 0–100+
- Genealogy resource!
- Read at the zoo
- More experience passes:
 - Sports, arts, events
 - Lifestyle complements
- Hub of the community
- My social outlet
- Celebrating a place where books are always in demand
- Implement 1% library tax (if feasible???)
- Hope
- Be relevant
- Cultural/educational hub
- Help transition books to emerging tech formats (+ teaching how)
- Remain FREE, don't go backwards
- Strengthen Winnefox consortium/collaboration
- **Partnerships:**
 - Colleges/majors

- IT department
- Literacy Council
- World Relief
- High schools
- SSI office

Welcoming & Inclusive Spaces

Attendees shared ideas for making the library more accessible, comfortable, and reflective of the community's diversity. They highlighted the importance of designing spaces and services that meet the needs of people with varying abilities, backgrounds, and interests.

Participants expressed a desire for the library to support shared interests and recreational pursuits. They saw value in creating opportunities for social connection, skill-sharing, and exploration of personal passions within the library setting.

How can the library become more inclusive and accessible?

- Check out “things”
- Remove sleeping ban / large bags
- Greeter (ALA concierge)
- More comfortable seating
- More cozy seating
- Low stim environment for neurodivergent
- Better entrance
- Better parking lot entrance/spaces
- Use the Dome for more things
- More concerts in the Dome
- Walk-in hours for new users or those who may be unfamiliar/prolonged absence
- Glad sleeping bags are banned.
- Considerations for blind/low-vision users
- Neurodivergence and sensory-friendly spaces/programs
- Go Transit: closer bus stop
- Café
- Welcome Desk with Greeter
- Maps of library

- Embrace “wandering”
- Welcome & actively include immigrants, new Americans, and non-English speakers (including high school students)
- Discover Oshkosh: leverage partnerships for new resident outreach

What are your hobbies and interests? How can the library support them?

- Plant swap / seed exchange / library education
- Craft classes (knit, crochet, etc.) by a teacher:
 - Paper crafts / mixed media
 - Painting / pastels
 - Beading
- Meets at downtown
- Teachers to teach a new hobby
- Watercolor
- Collecting extinct in the wild plants
- Cooking
- Organizing tips/tricks
- Repair Café (more often)
- More hobby groups (+ travel, music, embroidery)
- YA book club for adults
- Community book
- Non-fiction book clubs
- Puzzle competitions / exchange
- Book exchange / swap
- Book sales
- Foreign language conversation
- Local history
- Brewing
- Gardening Club
- Musical events, community singing
- Boating/fishing
- More book-related things, author discussions
- Dog training
- Scrapbooking

- Writing classes
- Photography
- Journaling
- Volunteer/job fair
- OPL Jam plays for community sing

Key Takeaways

1. The community wants the library to play a larger role in public life, with more visible outreach, stronger partnerships, and improved accessibility.
2. Barriers to use include both practical issues and perceptions of relevance, signaling a need for adjustments to hours, services, and communication.
3. There is interest in the library as a hub for lifelong learning, skills development, and essential services, not just traditional collections.
4. People value inclusive, welcoming spaces and programming that reflect the diversity of the community.

A community partner focus group was held at the Oshkosh Public Library on Tuesday, August 5 from 10:00 a.m. to 12:00 p.m. as part of the strategic planning process. The session brought together 12 representatives from local agencies, government, and other organizations. Library staff welcomed participants, and Northspan staff facilitated the discussion. Following introductions, facilitators provided a brief overview of the strategic plan project and recent community survey results. The conversation focused on opportunities for collaboration and strengthening partnerships, with participants rotating through discussion stations to share ideas. The session concluded with a short group reflection before adjourning.

Library Spaces & Use

Participants described the library as a place that offers a variety of spaces and resources that serve both individual and group needs. They saw value in maintaining a mix of areas that support study, research, learning, and community engagement. The discussion also touched on opportunities to adapt existing spaces or create new ones to better meet current demands, enhance flexibility, and accommodate different types of activities.

Which areas or resources within the library do you or the people you serve use most often?

- Books
- Conference rooms
- Children's area
- Online research
- Online newspaper
- COVID tests
- Community access
- Calendar of events
- As a place to study (individual/group)
- Historical research
- Maps
- Periodicals
- Exhibit space
- Lions in front
- Workforce development
- Voting
- Literacy council

Are there spaces you wish were available or used differently?

- Teen area
- Services for work-at-home (Zoom space, virtual)
- Plaza & gazebo
- Consolidated space (city/library same building)

Strengthening the Library's Role

Community partners described the library as a valued part of the local service network, with potential to play an even greater role in supporting residents and organizations. Participants emphasized the importance of maintaining the library's core mission while expanding its role as a safe, accessible, and well-resourced gathering place.

There was agreement that physical and virtual spaces should be adaptable to evolving needs, with attention to accessibility, flexibility, and comfort. Participants felt that enhancing available space, improving layout, and ensuring efficient use of facilities could strengthen the library's ability to serve a wider range of users.

In your opinion, what would make the library an even more valuable resource and community hub for residents, organizations, and local leaders?

- Be aware of other community spaces
- Stay true to mission
- Resources & resource connection
- Place of safety
 - Extreme weather
- More meeting space
 - Adequate
 - Free
 - Accessible
- Co-working space
- Be careful & thoughtful in planning resources
- Make sure what we're doing now, we're doing well, before adding new
- Continue to align expectations & standards for patrons

Future Programs & Services

The group identified opportunities to expand programs that build literacy, encourage lifelong learning, and connect multiple generations. They also discussed the value of better communication about existing services, along with staff training and support to ensure programs are effective and inclusive.

What new or expanded programs and services would you like to see the library offer that could have the greatest impact on the community in the next 5 years?

- Coordinate with neighborhood associations to increase access
- Expand current services
- Be aware of budget considerations
- Literacy programs (non-English speakers & all)
- Intergenerational programming
- Interpretive services
- Communicate existing services (book delivery)
- Support & training for staff (youth issues)
- Safety for staff

Library as a Partner

Partnerships were seen as a major strength and an area for growth. Attendees highlighted the library's ability to work with schools, nonprofits, and civic organizations to deliver shared programming, extend outreach, and coordinate resources. They also noted that stronger communication channels would help align goals and make collaboration more efficient.

When you think about collaboration, how do you currently see the library as a partner to your organization?

- Ability to lend UW materials to public library (WISCAT)
- Museum programming & education (Book Nook, local history materials)
- Summer reading program (Parks/CF-funded) – free pool pass incentives
- Experience passes – partnership with area organizations
- Schools – what is being done for outreach

Looking ahead, what opportunities for partnership do you see with your organization and the library?

- Workshop for parents/kids on early literacy (Learning Collaborative)
- Polk Library demolition – leverage student engagement (Pilot expanded hours)
- YMCA/B+GC?
- Leveraging communication networks
- Cross collaboration of field trips (museum)
- Pop-ups for communication
- 211 kiosk for resource navigation
- Revenue-generating activities (legal/ethical issues? ways to harness collaboration?)
 - Leasing parking lot?
 - Utilizing events (farmers market, etc.)
 - Paid tours?

Perception of the Library

Perceptions of the library were generally positive, with recognition of its innovative efforts and community presence. At the same time, participants acknowledged challenges in awareness, accessibility, and perceptions of inclusivity. They encouraged the library to continue balancing innovation with consistent delivery of existing services and to strengthen its role as a trusted and welcoming civic space.

How would you describe the library's image or reputation in the community?

- More openness/collaboration
- Go-to for parents
- Improved safety (more enforcement/expectations)
- Point of pride in community
- “Intellectuals only” library anxiety
- Library reflects the identity of the community
- Lacking things compared to other libraries (maker space, etc.)
- Not as “welcoming” as some, less meeting space, no recording equipment
- Trying new/innovative things (3D printing)
- New, exciting programs that people don’t always know about

- Privilege, not a right (how to enforce code of conduct and encourage community responsibility)

Connecting with Your Audiences

The group emphasized the importance of outreach that reflects the diversity of the community, accommodates different communication preferences, and connects people with the resources they need. They viewed the library as both a provider of direct services and a connector that can link residents to a broader network of community supports.

How could the library better reach and serve the individuals or groups your organization works with?

- Community events at parks, zoos, youth connections
- Museum programming & event outreach
- Focus on Oshkosh cultural assets/connections – tell the community’s identity/story
- How can the library encourage reciprocal communication – easily shareable content/posts/etc.
- Instead of expanding/building new spaces – the library as a civic/digital hub?
- Literacy outreach – refugees, children
- Intergenerational programming – recognizing how different generations get info

Are there specific ways we could help connect them with library resources and services?

- Accommodating communication needs
 - Generational preferences
 - Interpretive services for languages

Key Takeaways

1. **Partnerships are valued and have growth potential.** The library is seen as a strong collaborator with opportunities to deepen connections with schools, nonprofits, and civic organizations.

2. **Spaces need to be flexible and responsive.** There is a desire for physical and virtual spaces that can adapt to changing needs, support multiple purposes, and be more accessible.
3. **Program expansion should focus on impact and inclusivity.** Literacy, lifelong learning, and intergenerational programming are priorities, along with better promotion of existing services.
4. **Communication is a recurring theme.** Stronger outreach and clearer channels for sharing information would help align goals and connect more people with resources.
5. **Perception is generally positive but not universal.** The library is recognized for innovation and community pride, but there are concerns about accessibility, inclusivity, and public awareness.

Current Realities, Success Indicators & Actions
Focused Implementation Workshop | August 20, 2025

Current Reality: Describes the current situation as it relates to the Strategic Direction (SD).

Success Indicators: Explains what will be different in 5 years if Oshkosh Public Library mobilizes around and gets behind the Strategic Direction.

Actions: Considers and answers “What are our specific, measurable, and achievable actions for the next 5 years?”

SD1. Revitalizing Space for Optimal Use

This strategic direction emphasizes a need to reimagine the library’s physical environment to better support learning, connection, and community life. It focuses on updating layouts, technology, and amenities so every corner of the library serves today’s needs while honoring its historic character.

Current Reality

- Disjointed historical building and addition
- Love for the building
- Mobility challenges
- Space not as welcoming as it could be
- Great, welcoming people
- Renovation in 1993
- Technology is outdated
- Space doesn’t match modern needs
- Lots of space, some underutilized
- Tall shelves
- Footprint of the collection makes it hard to move
- Funding challenges for large-scale renovations/updates

Success Indicators

- Increased in-person visits
- Increased use of meeting space, including more partnerships with community organizations
- More ‘people’ space in the library
- Specific space created for teens
- Specific spaces created for hobbies (e.g., makerspace)
- Increased circulation
- Easier building navigation with more intuitive layout
- Improved accessibility

Actions

1. Improve and clarify wayfinding and signage in the library building
2. Explore moving conference rooms and other spaces to optimize usage
3. Update furnishings, lighting, and flooring for comfort
4. Consult local Americans with Disabilities Act (ADA) compliance officer
5. Create workspaces with upgraded technology
6. Create an eating area with vending options
7. Do a comprehensive review of the facility plan
8. Evaluate collection for space considerations
9. Explore the option for shorter shelves

SD2. Expanding Community-Wide Access Points

By extending the library's reach beyond its walls, important resources, programs, and services will be available wherever people live, learn, and gather. This direction emphasizes partnerships, digital tools, and offsite opportunities that make library access convenient, inclusive, and visible across the entire community.

Current Reality

- Many people must travel far to visit the library
- Requires intentional out-of-the way visits for non-54901 residents
- Not centrally located
- Not located in major retail corridor
- Far from new development on the west side of the city
- Particular groups (e.g., youth, non-drivers) have extra difficulty accessing
- Located by a bus station with limited hours of operation
- Not close to high schools
- Existing school reading program outreach and an outreach librarian
- No current mobile service/Bookmobile
- Drop-off and pick-up available at Evergreen

Success Indicators

- Increased usage and access by non-54901 residents
- Increased circulation numbers
- More pick-up and drop-off points in convenient locations
- Increased visibility and brand awareness
- Outreach vehicle in the community
- Expanded ability to obtain library cards

Actions

1. Establish community-wide drop-off points
2. Develop off-site collections in places with widespread public access
3. Explore placement of vending-type library material kiosks and holds pickup lockers
4. Collaborate with school to offer universal library cards for 4K students
5. Determine feasibility of procuring a mobile outreach/"Books on Wheels" vehicle
6. Explore options for digital library kiosk(s)

SD3. Leveraging Strategic Partnerships

Cultivating strong collaborations with organizations, businesses, and institutions allows the library to amplify its impact and expand its capacity to serve the community. This direction recognized that intentional partnerships that share resources, align goals, and spark innovation create new opportunities for growth.

Current Reality

- No partnership strategy/plan in place
- No one officially in charge or responsible for cultivating/managing partnerships
- Partnerships are currently weak or undefined overall
- Friends of the Library is in the process of being restarted
- Potential for new or expanded community partnerships, including:
 - JEK Foundation
 - Schools
 - Oshkosh Public Museum
 - Winnebago Area Literacy Council
 - Chamber of Commerce
 - Fortune 500 companies headquartered in Oshkosh
 - Service clubs
 - Oshkosh Area Community Foundation
 - Senior center

Success Indicators

- Increased sponsorships/donations
- Increased support in the community
- Schools and other partners educating on library usage
- Identification of more project opportunities for events and capital
- Clearly defined staff roles and goals for strategic partnerships through community engagement, outreach, and development

Actions

1. Develop partnership plan to identify staff responsible for partner recognition, thank you event, etc.
2. Partner with school district and other educational and cultural institutions for programming
3. Connect program planning in advance to support sponsorships
4. Explore sponsorships and donor naming rights for new library spaces
5. Leverage leaders and Boards to develop opportunities to build relationships
6. Partner with University of Wisconsin-Oshkosh for interns to support social services in library

SD4. Aligning Program Goals with Community Interest

Programs that reflect the needs, interests, and aspirations of Oshkosh residents ensure the library's offerings are both meaningful and relevant. This direction emphasizes continuous community input and responsive planning so that every program sparks engagement and connection.

Current Reality

- Limited staff capacity for programming
- No defined programming librarian role
- 7 librarians, 3 managers who do programs
- Level II Library Assistants can also do programs
- Longstanding programs get better attendance than new ones
- No key fundraising event
- Working on a Friends of the Library
- Missing programs/collections for multilingual populations

Success Indicators

- Increased participation in programming
- Friends of OPL exists and is active
- Programming librarian role exists
- Program offerings reflect community wants/needs
- Clear strategy for developing and evaluating programs
- Greater public satisfaction with programming

Actions

1. Survey community interests and availability for programming and look at data from strategic planning community survey
2. Create and actively involve Friends of the Library
3. Work with Friends group to establish revenue-building events (potentially annually recurring)
4. Create a comprehensive programming plan to include more cultural events with defined staff roles for execution
5. Reach out to community partners to explore shared programming opportunities
6. Working with City and other landholding partners, create StoryWalk initiative

SD5. Improving Organizational Effectiveness

Strengthening the library's internal systems, staff capacity, and decision-making processes ensures that resources are used wisely and services are delivered seamlessly. This direction emphasizes efficiency, transparency, and continuous improvement so the Library can adapt and thrive in a changing environment.

Current Reality

- Staff spaces are fragmented and impede workflow
- Limited opportunities to offer upward feedback
- Discomfort in using existing feedback loops/processes
- Gossip amongst staff
- Inappropriate communication between staff in public spaces
- Efforts to promote inclusion in all aspects of the organization and staff
- More all-staff events, training, and Staff Day implemented
- Unbalanced internal vs. patron-centered focus
- Organizational hierarchy can be confusing (e.g., committees)
- Too much info to manage effectively
- Instances of info withholding
- Staff scheduling issues
- Strategic misalignment across the organization

Success Indicators

- Staff have better understanding of their roles
- Ability to shift focus to patron-centered initiatives and strategic programming
- All staff, including pages and support staff, feel more informed and included
- More consistent customer service delivery
- Improved patron experience
- Fewer scheduling crises
- Staffing levels meet needs

Actions

1. Enhance training for new staff (including navigating safety issues) and use/continuously improve onboarding practices
2. Develop a process for communicating and providing guidance to staff on strategic goals
3. Create opportunities for staff to learn their own jobs in greater depth and a system for learning skills that enhance internal promotability
4. Purchase scheduling software
5. Develop a plan to incorporate more intentional focus on patron-centered thinking and service in regular processes
6. Develop a plan to implement consistent customer service training and cross-training

[illegible]



MEMORANDUM

To: Library Board of Trustees
From: Darryl Eschete, Library Director
Date: October 30, 2025
Subject: Strategic Planning Consultants—Request for Budget Update

As per communication with Northspan from the end of September, the scope of the strategic planning project has expanded slightly due to a larger-than-expected community survey response and a more detailed data analysis than originally anticipated. These are positive developments that will strengthen the final plan, but they have increased the project cost.

Northspan Consulting has requested an additional \$3,000 to complete this work and has agreed to cover half that cost. This was discussed with the Finance Committee on October 14, with their consensus approval. I am requesting Board approval to allocate **\$1,500** from the **Library Development Fund** to cover the library's share.

Requested Action:

Approve the use of **\$1,500** from the Library Development Endowment Fund to support the completion of the strategic planning project.

Respectfully submitted,

Darryl Eschete





MEMORANDUM

To: Library Board of Trustees
From: Darryl Eschete
Date: October 30, 2025
Subject: Stanhilber Will & Library Trust

Pursuant to the provisions of the Stanhilber will, a portion of the estate was designated to establish a trust for the City of Oshkosh. The trust stipulates that the funds are to be used *“equally for the benefit of the public library and the maintenance and beautifying of the public parks of the said city of Oshkosh.”*

Through 2018, the City’s Finance Department maintained detailed records separating the Library and Parks portions within the total Stanhilber Trust balance. Beginning in 2019, however, the annual trust reports no longer displayed individual departmental balances. While Finance continued to track overall trust activity, the reports presented a consolidated total rather than delineating the shares attributable to Parks and the Library.

As part of Finance’s ongoing review of investment procedures and interdepartmental accounting—conducted in collaboration with CLA—staff examined the general ledger detail for the Stanhilber Trust covering the period January 1, 2019 through 2025. Using the verified 2018 ending balances as a starting point, all subsequent activity was analyzed and interest allocations were recalculated based on proportional departmental balances.

To ensure transparency and accuracy going forward, two distinct general ledger accounts have been established under the Stanhilber Trust: one for Parks and one for the Library. **The Library’s balance as of October 15, 2025 was \$385,206.33.** These accounts will allow for separate reporting and reconciliation of each department’s share of trust assets.

One remaining stock holding from the Stanhilber Trust has yet to be liquidated. Upon its sale, proceeds will be distributed evenly between the Library and Parks. This stock currently remains in the general ledger account labeled *Stanhilber Parks and Library* and has an estimated value of \$163,600.

Respectfully Submitted,

Darryl Eschete

**Oshkosh Public Library
PROPOSED 2025 Endowment Fund Expenditures - Round Five**

Funds for Library Excellence	Average Asset Value 2022-2024	Restriction	Maximum Expenditure 5 %	Round 1 Proposed Allocation	Round 2 Proposed Allocation	Round 3 Proposed Allocation	Round 4 Proposed Allocation	Round 5 Proposed Allocation	All Rounds Total	Available For Projects
OverDrive eBooks / eAudiobooks				\$ 23,119					\$ 23,119	
Collection Improvement	\$ 1,013,629	3 YR Q3 BAL 2022-2024	\$ 50,681	\$ 23,119					\$ 23,119	\$ 27,562
Glass wall enclosures--JobPod/Second Floor						\$ 20,000			\$ 20,000	
Architectural Consultant Fees for Facility Use Planning (Formerly \$50,000)				\$ -					\$ -	
Interactive Media Play Installations/Draw Alive				\$ 10,000		\$ 7,500			\$ 17,500	
Washer & Dryer				\$ 5,000					\$ 5,000	
DVD NF Endcap Shelving				\$ 5,000					\$ 5,000	
Carts for Tech Services				\$ 3,000					\$ 3,000	
Front Door Locking Improvements							\$ 6,541		\$ 6,541	
Makerspace								\$ 15,000	\$ 15,000	
Joanne Ebersberger YA/Teen Area						\$ 30,000			\$ 30,000	
Stanhilber Fund YA/Teen Area						\$ 45,000			\$ 45,000	
Facility Improvement	\$ 1,589,617	3 YR Q3 BAL 2022-2024	\$ 79,481	\$ 23,000	\$ -	\$ 102,500	\$ 6,541	\$ 15,000	\$ 147,041	\$ (67,560)
Strategic Planning Consultant					\$ 32,000					
John V Nichols Professional Library Education Scholarship				\$ 2,500					\$ 2,500	
Sponsor Literacy Council Spelling Bee Team (up to 8 people)				\$ 360				\$ 120	\$ 480	
Strategic planning focus group recruitment/refreshments				\$ 2,000				\$ 1,500	\$ 3,500	
Staff Development Day				\$ 3,300	\$ (1,500)				\$ 1,800	
2025 WAPL conference					\$ 1,500				\$ 1,500	
Employee Recognition				\$ 1,600					\$ 1,600	
Branded Outreach Wear				\$ 500					\$ 500	
Wisconsin City Library Collaborative				\$ 1,800					\$ 1,800	
Compensation Study					\$ 12,500	\$ 1,750			\$ 14,250	
Library Development	\$ 985,985	3 YR Q3 BAL 2022-2024	\$ 49,299	\$ 12,060	\$ 44,500	\$ 1,750	\$ -		\$ 58,310	\$ (9,011)
Freedom to Read Program Support - September 2025				\$ 2,000					\$ 2,000	
Reading Challenge Prizes - Adults (Books)				\$ 2,500					\$ 2,500	
Reading Challenge Prizes - Elementary (Books)				\$ 3,800					\$ 3,800	
Reading Challenge Prizes - Tweens (Books)				\$ 2,500					\$ 2,500	
Reading Challenge Prizes - Teens (Books)				\$ 2,500					\$ 2,500	
Reading Challenge Prizes - YA (Books)									\$ -	
Book Club Books - Elementary				\$ 2,500					\$ 2,500	
Book Club Books - Tweens				\$ 2,500					\$ 2,500	
Book Club Books - Teens				\$ 2,500					\$ 2,500	
Book Club Books - Young Adults				\$ 2,500					\$ 2,500	
Hansen				\$ 6,000					\$ 6,000	
Library Programming-2025				\$ 10,000					\$ 10,000	
Lakefly Writer's Conference - 2025				\$ 5,000		\$ 5,908			\$ 10,908	
Programming Support	\$ 1,033,461	3 YR Q3 BAL 2022-2024	\$ 51,673	\$ 44,300	\$ -	\$ 5,908	\$ -		\$ 50,208	\$ 1,465
Additional Self-checkouts						\$ 18,500			\$ 18,500	
Heavy Duty Doc Shredder				\$ 1,500					\$ 1,500	
3D Printer				\$ 3,000					\$ 3,000	
Print Management Starter--Adult Services				\$ 2,500					\$ 2,500	
Tech Improvements	\$ 914,444	3 YR Q3 BAL 2022-2024	\$ 45,722	\$ 7,000		\$ 18,500			\$ 25,500	\$ 20,222
Young Authors Program				\$ 1,000					\$ 1,000	
Malnar Fund	\$ 27,604	3 YR Q3 BAL 2022-2024	\$ 1,380	\$ 1,000					\$ 1,000	\$ 380
Restricted Collection Funds										
Archer	\$ 2,534	Changing South	\$ 127	127					\$ 127	
Gruenewald	\$ 3,795	Progressivism	\$ 190	190					\$ 190	
Hilton II	\$ 16,872	Biographies	\$ 844	844					\$ 844	
Hoxtel	\$ 24,224	Audiobooks	\$ 1,211	1211					\$ 1,211	
Jackson	\$ 2,266	Children's	\$ 113	113					\$ 113	
Kelsh	\$ 3,852	Various NF topics	\$ 193	193					\$ 193	
Kenny	\$ 13,622	Audiobooks, Biographies	\$ 681	681					\$ 681	
Rasmussen, M	\$ 48,698	Genealogy	\$ 2,435	2435					\$ 2,435	
Rojahn, F&A	\$ 4,089	Audiobooks	\$ 204	204					\$ 204	
Schuster, J&H	\$ 239,904	Large Print, Audiobooks	\$ 11,995	11995					\$ 11,995	
Steiger, W	\$ 14,489	Children's	\$ 724	724					\$ 724	
Zellmer, S	\$ 119,247	Genealogy	\$ 5,962	5962					\$ 5,962	
	\$ 493,593	3 YR Q3 BAL 2022-2024	\$ 24,680	\$ 24,680					\$ 24,680	
Total Proposed Trust Fund Expenditures				\$ 135,159	\$ 44,500	\$ 128,658	\$ 6,541	\$ 15,000	\$ 329,858	
Total remaining for other projects										\$ (26,941)



MEMORANDUM

To: Library Board of Trustees

From: Darryl Eschete, Library Director

Date: October 23, 2025

Subject: Endowment Requests—Makerspace and Winnebago Area Literacy Council (WALC)
Spelling Bee Team Fee

1. **Makerspace**--The library proposes to allocate \$15,000 from the Library Facility Improvement Endowment to establish a Makerspace on the main level of the library in the current Young Adult area, which will move to the glassed-in area immediately adjacent to the east. The project originated in Adult Services under the coordination of Digital Services Librarian Emillie Cieslewicz and supports the library's strategic goals of expanding equitable access to technology, learning, and creativity.

Project Overview

- The Makerspace will repurpose the current YA area to support hands-on learning in 3D printing, Cricut cutting, digital media conversion, sewing, and related creative technologies.
- Existing library equipment will be relocated and supplemented with modular furniture, ethernet connections, and minor cosmetic improvements.
- Policies and certification procedures are modeled after Menasha Public Library's SMITHworks space, ensuring safe and equitable use by patrons.

Budget Summary

- Modular furniture and fixtures – \$12,000
- Electrical upgrades - \$2,000
- Wall and carpet touch-ups – \$1,000

Total Request: \$15,000 from Library Facility Improvement Fund (current balance \$44,364.66)

Benefits

- Expands access to innovative technologies and supports self-directed learning.
- Enhances Adult Services and Young Adult programming and skill-building opportunities.
- Aligns with strategic direction 1.5: "Create workspaces with upgraded technology."

If approved, installation and staff training will be completed internally, with minimal reliance on contractors beyond electrical work.

Recommendation

That the Library Board approve the allocation of \$15,000 from the Library Facility Improvement Fund for the creation of the Makerspace as outlined.





2. **Winnebago Area Literacy Council Spelling Bee Team**—As a reflection of the Oshkosh Public Library's longstanding and ongoing partnership with the Winnebago Area Literacy Council, the library has traditionally fielded a staff team for the annual Spellbound spelling bee fundraiser. This year, the cost of participation increased beyond the \$360.00 cost of past years to \$480.00. This fee is paid from the Library Development Fund, which has a current balance of \$28,432.58.

The library requests an increase of the set-aside from the Library Development Fund for this purpose to \$480.00 to pay the invoice from the Literacy Council.

Respectfully Submitted,
Darryl H. Eschete





City of Oshkosh

STATEMENT OF REVENUE

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
4102 GENERAL PROPERTY TAX-CITY	0.00	-3,400,000.00	-3,400,000.00	0.00	0.00	100.0%
4240 COUNTY AID-OTHER AID	0.00	-1,039,394.00	-858,024.00	0.00	-181,370.00	82.6%
4603 LIBRARY COPIER REVENUES	0.00	-15,000.00	-13,604.90	0.00	-1,395.10	90.7%
4613 LIBRARY CONTRACTUAL REVENUE	0.00	-200,000.00	-135,597.78	0.00	-64,402.22	67.8%
4614 LIBRARY REPLACEMENTS	0.00	0.00	-5,625.04	0.00	5,625.04	100.0%
4615 LIBRARY CONFERENCE FEES	0.00	0.00	-15,959.65	0.00	15,959.65	100.0%
4616 USED BOOK REVENUE	0.00	-10,000.00	-11,920.84	0.00	1,920.84	119.2%
4617 LIBRARY MEETING ROOM REVENUE	0.00	-3,500.00	-782.14	0.00	-2,717.86	22.3%
4619 LIBRARY MISC REVENUE	0.00	-1,000.00	-447.11	0.00	-552.89	44.7%
4908 INTEREST-OTHER INVESTMENTS	0.00	-15,000.00	-63,950.90	0.00	48,950.90	426.3%
4952 GIFTS & DONATIONS	0.00	-100,000.00	0.00	0.00	-100,000.00	.0%
GRAND TOTAL	0.00	-4,783,894.00	-4,505,912.36	0.00	-277,981.64	94.2%

** END OF REPORT - Generated by Schlaak, Tracie **

ENDOWMENT STATEMENT OF REVENUE

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
4952 GIFTS & DONATIONS						
NO PROJECT						
80615 OPL MEMORIALS	0.00	-47,600.31	-47,600.31	0.00	-47,600.31	.0%
80630 LIBRARY FACILITY IMPROVEMENT	0.00	0.00	-7,807.67	0.00	7,807.67	100.0%
80654 OPL-JANTY	0.00	0.00	-300.00	0.00	300.00	100.0%
80656 OPL-MAINWARING	0.00	0.00	-3,000.00	0.00	3,000.00	100.0%
80665 OPL 125TH ANNIVERSARY	0.00	0.00	-594.00	0.00	594.00	100.0%
80666 OPL-SENDELE	0.00	0.00	-678.40	0.00	678.40	100.0%
80667 OPL-EBERSBERGER (OACF)	0.00	0.00	-5,000.00	0.00	5,000.00	100.0%
	0.00	0.00	-30,000.00	0.00	30,000.00	100.0%
TOTAL GIFTS & DONATIONS	0.00	-47,600.31	-47,380.07	0.00	-220.24	99.5%
5299 TSF FROM OTHER FUNDS						
TOTAL TSF FROM OTHER FUNDS	0.00	-271,949.86	0.00	0.00	-271,949.86	.0%
GRAND TOTAL	0.00	-319,550.17	-47,380.07	0.00	-272,170.10	14.8%

** END OF REPORT - Generated by Schlaak, Tracie **

MEMORANDUM

TO: Darryl Eschete, Director
FROM: Tracie Schlaak
DATE: October 22, 2025
SUBJECT: Donations since board meeting on September 25, 2025

These people donated for a program that Michael McArthur did for the
Winnebago County Retired Educators Association about the
Athearn Hotel: \$ 95.00

- Bonita Cernhous
- Linda Dittburner

Badger State Chapter 82nd Airborne Division Association – Donation
for use of our conference room \$ 50.00
Meeting Room Donations \$ 45.65
Grant from Donald Hansen Fund for Summer Reading \$ 6,600.00
Donations given at register \$ 51.09

Total Donations \$ 6,841.74

STATEMENT OF EXPENDITURES

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6102 REGULAR PAY		2,561,966.00	1,850,283.96	0.00	711,682.04	72.2%
6104 OVERTIME PAY		21,684.00	34,684.81	0.00	-13,000.81	160.0%
6302 FICA - EMPLOYERS SHARE		197,676.00	139,040.83	0.00	58,635.17	70.3%
6304 WISCONSIN RETIREMENT FUND		164,059.00	120,286.05	0.00	43,772.95	73.3%
6306 HEALTH INSURANCE		523,490.00	333,758.56	0.00	189,731.44	63.8%
6307 HEALTH INSURANCE ADMIN FEE		1,030.00	1,030.00	0.00	0.00	100.0%
6308 DENTAL		21,475.00	15,278.47	0.00	6,196.53	71.1%
6310 LIFE INSURANCE		6,005.00	4,006.92	0.00	1,998.08	66.7%
6403 PS - LEGAL/ATTORNEY FEES		0.00	8,395.00	0.00	-8,395.00	100.0%
6411 ADVERTISING/POSTAGE/PRINTING		25,000.00	13,040.41	0.00	11,959.59	52.2%
6412 CONTRACTUAL AGREEMENT PYMNTS		333,500.00	295,621.92	0.00	37,878.08	88.6%
6415 SUBSCRIPTION/LICENSING CNTRCTS		10,000.00	17,524.83	0.00	-7,524.83	175.2%
6416 PREVENTATIVE MNTC CONTRACTS		45,000.00	23,710.83	0.00	21,289.17	52.7%
6417 3RD PARTY CONTRACTED SERVICE		85,000.00	46,202.13	0.00	38,797.87	54.4%
6421 EMPLOYEE TRAINING/DEVELOPMENT		6,500.00	7,369.79	0.00	-869.79	113.4%
6422 PRFSL LICENSE/MEMBERSHIP/BOND		5,000.00	3,207.04	0.00	1,792.96	64.1%
6423 EMPLOYEE ALLOWANCE/REIMBSMNT		800.00	1,049.64	0.00	-249.64	131.2%
6443 LEASE EXPENSE		6,600.00	1,720.43	0.00	4,879.57	26.1%
6450 INSURANCE EXPENSE		29,800.00	29,629.94	130.06	40.00	99.9%
6451 WORKERS COMPENSATION		10,100.00	10,100.00	0.00	0.00	100.0%
6452 LICENSE & PERMITS		0.00	263.88	0.00	-263.88	100.0%
6454 TELEPHONE / INTERNET SERVC		3,500.00	859.76	0.00	2,640.24	24.6%

STATEMENT OF EXPENDITURES

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

6455 UTILITY EXPENSE	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6455 UTILITY EXPENSE	145,000.00	0.00	145,000.00	100,430.68	0.00	44,569.32	69.3%
6465 BANK FEES	5,000.00	0.00	5,000.00	4,247.14	0.00	752.86	84.9%
6519 NON-INVENTORY FUEL	0.00	0.00	0.00	169.98	0.00	-169.98	100.0%
6520 OFFICE SUPPLIES	22,000.00	0.00	22,000.00	20,882.86	876.56	240.58	98.9%
6524 SPECIALTY SUPPLIES	350,000.00	0.00	350,000.00	260,662.47	0.00	89,337.53	74.5%
6528 PROGRAMMING/CONSUMER COSTS	0.00	0.00	0.00	2,259.85	0.00	-2,259.85	100.0%
6529 NON-INV - SUPPLIES	60,000.00	0.00	60,000.00	32,337.06	0.00	27,662.94	53.9%
6535 CONFERENCE PROGRAMMING	0.00	0.00	0.00	21,211.81	0.00	-21,211.81	100.0%

GRAND TOTAL

0.00

4,640,185.00

3,399,267.05

1,006.62

1,239,911.33

73.3%

** END OF REPORT - Generated by Schlaak, Tracie **

ENDOWMENT STATEMENT OF EXPENDITURES

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

ORIGINAL APPROP	TRANS/ADJUSTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6417 3RD PARTY CONTRACTED SERVICE						
80629 LIBRARY DEV & SUPPORT (OACF)	0.00	50,910.00	50,910.00	24,203.47	0.00	26,706.53 47.5%
TOTAL 3RD PARTY CONTRACTED SERVICE	0.00	50,910.00	50,910.00	24,203.47	0.00	26,706.53 47.5%
6421 EMPLOYEE TRAINING/DEVELOPMENT						
80629 LIBRARY DEV & SUPPORT (OACF)	0.00	7,400.00	7,400.00	4,753.05	0.00	2,646.95 64.2%
TOTAL EMPLOYEE TRAINING/DEVELOPMENT	0.00	7,400.00	7,400.00	4,753.05	0.00	2,646.95 64.2%
6423 EMPLOYEE ALLOWANCE/REIMBSMNT						
80629 LIBRARY DEV & SUPPORT (OACF)	0.00	0.00	0.00	240.00	0.00	-240.00 100.0%
TOTAL EMPLOYEE ALLOWANCE/REIMBSMNT	0.00	0.00	0.00	240.00	0.00	-240.00 100.0%
6524 SPECIALTY SUPPLIES						
NO PROJECT	0.00	0.00	0.00	494.08	0.00	-494.08 100.0%
80615 OPL MEMORIALS	0.00	6,807.86	6,807.86	206.66	0.00	6,601.20 3.0%
TOTAL SPECIALTY SUPPLIES	0.00	6,807.86	6,807.86	700.74	0.00	6,107.12 10.3%
6525 RESTRICTED COLLECTION IMPRVMT						

ENDOWMENT STATEMENT OF EXPENDITURES

FOR 2025 10									
JOURNAL DETAIL 2025 1 TO 2025 10									
6525 RESTRICTED COLLECTION IMPRVMT	ORIGINAL APPROP	TRANS/ADJSMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED		
80601 OPLCIF HOXTEL (OACF)	0.00	1,211.00	1,211.00	1,163.61	0.00	47.39	96.1%		
80605 OPLCIF ARCHER (OACF)	0.00	127.00	127.00	0.00	0.00	127.00	.0%		
80607 OPLCIF A GRUENWALD (OACF)	0.00	190.00	190.00	140.55	0.00	49.45	74.0%		
80609 OPLCIF G HILTON (OACF)	0.00	844.00	844.00	531.79	0.00	312.21	63.0%		
80612 OPLCIF E W KELSH (OACF)	0.00	193.00	193.00	0.00	0.00	193.00	.0%		
80613 OPLCIF G KENNY (OACF)	0.00	681.00	681.00	403.43	0.00	277.57	59.2%		
80615 OPL MEMORIALS	0.00	0.00	0.00	35.71	0.00	-35.71	100.0%		
80618 OPLCIF SCHUSTER BOOKS (OACF)	0.00	11,995.00	11,995.00	10,464.09	0.00	1,530.91	87.2%		
80627 OPLCIF S ZELLMER (OACF)	0.00	5,962.00	5,962.00	50.00	0.00	5,912.00	.8%		
80633 LIBRARY COLLECTION IMPRVMT (O	0.00	21,568.00	21,568.00	0.00	0.00	21,568.00	.0%		
80637 OPLCIF-G JACKSON (OACF)	0.00	113.00	113.00	0.00	0.00	113.00	.0%		
80638 OPLCIF-W STEIGER (OACF)	0.00	724.00	724.00	0.00	0.00	724.00	.0%		
80651 OPL-CIF-RASMUSSEN (OACF)	0.00	2,435.00	2,435.00	605.96	0.00	1,829.04	24.9%		
80652 OPL-CIF-ROJAHN	0.00	204.00	204.00	43.67	0.00	160.33	21.4%		
80653 OPL-HANSEN	0.00	0.00	0.00	871.15	0.00	-871.15	100.0%		
80654 OPL-JANTY	0.00	3,463.00	3,463.00	1,085.95	0.00	2,377.05	31.4%		
80655 OPL-OSBORN	0.00	1,457.01	1,457.01	0.00	0.00	1,457.01	.0%		
80656 OPL-MAINWARING	0.00	1,469.02	1,469.02	487.75	0.00	981.27	33.2%		
80659 OPL-YOUNG	0.00	84.02	84.02	68.98	0.00	15.04	82.1%		
80660 OPL-ZEMKE	0.00	35.65	35.65	35.24	0.00	0.41	98.8%		
80662 OPL-SUMMER READING	0.00	0.00	0.00	3,194.78	0.00	-3,194.78	100.0%		
80666 OPL-SENDELE	0.00	5,000.00	5,000.00	338.01	0.00	4,661.99	6.8%		



City of Oshkosh

ENDOWMENT STATEMENT OF EXPENDITURES

FOR 2025_10

JOURNAL DETAIL 2025_1 TO 2025_10

ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
6526 RESTRICTED TECHNOLOGY						
80668 OPL - MEILAHN	0.00	272.13	276.29	0.00	-4.16	101.5%
80669 OPL - JOHNSON	0.00	13.48	13.48	0.00	0.00	100.0%
TOTAL RESTRICTED COLLECTION IMPRVMT	0.00	58,041.31	19,810.44	0.00	38,230.87	34.1%
6527 RESTRICTED FACILITIES						
80632 LIBRARY TECHNOLOGY (OACF)	0.00	25,500.00	15,143.00	0.00	10,357.00	59.4%
TOTAL RESTRICTED TECHNOLOGY	0.00	25,500.00	15,143.00	0.00	10,357.00	59.4%
6528 PROGRAMMING/CONSUMER COSTS						
80629 LIBRARY DEV & SUPPORT (OACF)	0.00	30,000.00	0.00	0.00	30,000.00	.0%
80630 LIBRARY FACILITY IMPROVEMENT	0.00	57,191.00	34,259.72	0.00	22,931.28	59.9%
80667 OPL-EBERSBERGER (OACF)	0.00	0.00	30,000.00	0.00	-30,000.00	100.0%
80806 STANHILBER LIBRARY TRUST (NIC	0.00	45,000.00	19,058.19	0.00	25,941.81	42.4%
TOTAL RESTRICTED FACILITIES	0.00	132,191.00	83,317.91	0.00	48,873.09	63.0%
6528 PROGRAMMING/CONSUMER COSTS						
23908 MISCELLANEOUS (OACF 80631)	0.00	10,400.00	3,733.39	0.00	6,666.61	35.9%
23920 ELEMENTARY BOOK CLUB (OACF 80	0.00	2,500.00	3,124.23	0.00	-624.23	125.0%
23921 TWEENS BOOK CLUB (OACF 80631)	0.00	2,500.00	740.81	0.00	1,759.19	29.6%

ENDOWMENT STATEMENT OF EXPENDITURES

FOR 2025 10

JOURNAL DETAIL 2025 1 TO 2025 10

ORIGINAL APPROP	TRANS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCE/REQ	AVAILABLE BUDGET	% USED
23922 TEENS BOOK CLUB (OACF 80631)	0.00	2,500.00	766.39	0.00	1,733.61	30.7%
23923 YOUNG ADULTS BOOK CLUB (OACF	0.00	2,500.00	1,547.98	0.00	952.02	61.9%
23925 ELEMENTARY READING CHAL OACF	0.00	3,800.00	0.00	0.00	3,800.00	.0%
23926 TWEENS READING CHALLENGE OACF	0.00	2,500.00	0.00	0.00	2,500.00	.0%
23927 TEENS READING CHALLENGE OACF	0.00	2,500.00	0.00	0.00	2,500.00	.0%
23929 ADULTS READING CHALLENGE OACF	0.00	2,500.00	0.00	0.00	2,500.00	.0%
80615 OPL MEMORIALS	0.00	0.00	6,107.82	0.00	-6,107.82	100.0%
80634 PRO SUPP FUND - MARY MALNAR (	0.00	1,000.00	0.00	0.00	1,000.00	.0%
80653 OPL-HANSEN	0.00	6,000.00	0.00	0.00	6,000.00	.0%
TOTAL PROGRAMMING/CONSUMER COSTS	0.00	38,700.00	16,020.62	0.00	22,679.38	41.4%
6529 NON-INV - SUPPLIES						
80629 LIBRARY DEV & SUPPORT (OACF)	0.00	0.00	1,372.42	0.00	-1,372.42	100.0%
80632 LIBRARY TECHNOLOGY (OACF)	0.00	0.00	4,709.50	0.00	-4,709.50	100.0%
TOTAL NON-INV - SUPPLIES	0.00	0.00	6,081.92	0.00	-6,081.92	100.0%
GRAND TOTAL	0.00	319,550.17	170,271.15	0.00	149,279.02	53.3%

** END OF REPORT - Generated by Schlaak, Tracie **

Oshkosh Public Library
2025 Endowment Fund Expenditure Tracking

		Allocated	Expended	Balance
Collection Improvement Fund				
OverDrive eBooks/eAudiobooks (WLS Advantage)		23,119.23	23,119.23	0.00
		23,119.23	23,119.23	0.00
Facility Improvement Fund				
Interactive Media Play Installations		17,500.00	15,568.00	1,932.00
Washer & Dryer		5,000.00	4,133.78	866.22
Carts for Tech Services		3,000.00	3,011.76	-11.76
DVD NF Endcap Shelving		5,000.00	0.00	5,000.00
Joanne Ebersberger - YA/Teen Area		30,000.00	30,000.00	0.00
Stanhilber - YA/Teen Area		45,000.00	24,506.62	20,493.38
Front Door Locking Improvements		6,541.00	0.00	6,541.00
Glass wall enclosures--JobPod/Second Floor		20,000.00	10,456.18	9,543.82
		132,041.00	87,676.34	44,364.66
Library Development Fund				
Strategic Planning Consultant		32,000.00	11,703.47	20,296.53
John V Nichols Professional Lib Education Scholarship		2,500.00	600.00	1,900.00
Sponsor Literacy Council Spelling Bee Team		360.00	0.00	360.00
Strategic Planning focus group recruitment/refreshments		2,000.00	1,274.41	725.59
Staff Development Day		1,800.00	290.01	1,509.99
2025 WAPL conference		1,500.00	960.00	540.00
Employee Recognition		1,600.00	749.53	850.47
Branded Outreach Wear		500.00	0.00	500.00
Compensation Study		14,250.00	12,500.00	1,750.00
Wisconsin City Library Collaborative		1,800.00	1,800.00	0.00
		58,310.00	29,877.42	28,432.58
Programming				
Freedom to Read Program Support 2025		2,000.00	975.77	1,024.23
Reading Challenge Prizes - Adults (Books)		2,500.00	0.00	2,500.00
Reading Challenge Prizes - Elementary (Books)		3,800.00	2,724.30	1,075.70
Reading Challenge Prizes - Tweens (Books)		2,500.00	740.81	1,759.19
Reading Challenge Prizes - Teens (Books)		2,500.00	297.60	2,202.40
Reading Challenge Prizes - Young Adults (Books)			0.00	0.00
Book Club Books - Elementary		2,500.00	399.93	2,100.07
Book Club Books - Tweens		2,500.00	740.81	1,759.19
Book Club Books - Teens		2,500.00	766.39	1,733.61
Book Club Books - Young Adults		2,500.00	168.30	2,331.70
Library Programming - 2025		10,000.00	3,955.40	6,044.60
Hansen		6,000.00	3,916.78	2,083.22
Lakely Writing Contest-will keep track in 2026		10,908.00	0.00	10,908.00
		50,208.00	14,686.09	35,521.91
Tech Improvements				
Additional Self-checkouts		18,500.00	15,143.00	3,357.00
Heavy Duty Doc Shredder		1,500.00	1,393.00	107.00
3D Printer		3,000.00	2,999.00	1.00
Print management Starter--Adult Services		2,500.00	2,799.00	-299.00
		25,500.00	22,334.00	3,166.00
Mainar Fund				
Young Authors Program		1,000.00	0.00	1,000.00
OPL Memorial				
General OPL Memorial			4,451.20	
Restricted Collection Funds		Budget	Expended	Balance
Archer	Changing South	127.00	0.00	127.00
Gruenwald	Progressivism	190.00	140.55	49.45
Hilton II	Biographies	844.00	547.78	296.22
Hoxtel	Audiobooks	1211.00	1,163.61	47.39
Jackson	Children's	113.00	0.00	113.00
Kelsh	Various NF topics	193.00	0.00	193.00
Kenny	Audiobooks, Biographie	681.00	388.46	292.54
Rasmussen, M	Genealogy	2435.00	605.96	1,829.04
Rojahn, F&A	Audiobooks	204.00	43.67	160.33
Schuster, J&H	Large Print, Audiobooks	11995.00	10,528.39	1,466.61
Steiger	Children's	724.00	0.00	724.00
Zellmer	Genealogy	5962.00	50.00	5,912.00
		24,679.00	13,468.42	11,210.58



Oshkosh Public Library Highlights

October 2025

From history to music, crafts to cultural connections, library programs, event partnerships and outreach have brought numerous engaging and enriching experiences to patrons and community members over the past month. A solid program mix and effective promotion resulted in robust attendance by people who were delighted to connect and learn!

1. On Sept. 24, 82 people gathered under the Dome to hear about the fascinating archaeological finds unearthed during the 2023-24 reconstruction of Pratt Trail in Menominee Park. UW-Milwaukee archaeologist Seth Schneider, Ph.D., shared the story of the discovery and significance of artifacts from a Native American village that was located on the site between 500 B.C. and 1200 A.D. In light of the program's popularity, Oshkosh Media has invited Schneider back to record the presentation for wider viewing on Life TV and YouTube.
2. Menominee Park Zoo staff brought some of their residents to the library on Sept. 26. Live animal programs that highlight animal habitat and habits are always popular and 78 kids and family members met a hedgehog and two African Spurred Tortoises. They enjoyed learning what these animals eat, where they live and how they behave.
3. Thirteen people learned about lifesaving satellite technology on Oct. 1 when one half of the fan favorite science duo "Weather Guys" presented at the library. Steve Ackermann explained developments in satellite meteorology and the impact it has on everyday life.
4. Nearly 100 people ventured out with library staff and guest experts on Haunted History Walks around downtown Oshkosh in early October. Area paranormal researchers and local history librarian Michael McArthur guided this stroll through local haunts and legends, exploring the spooky side of Oshkosh past.





5. OPL capitalized on the Green Bay Packers' bye week on Oct. 5 to bring in football historian Jim Rice to talk about the team's 13 championship seasons.
6. A three-part series on the history of the U.S. Constitution proved to be a timely and thought-provoking experience for the 50-60 people who attended each session. Led by Oshkosh native and attorney Lara Hansen, the programs were lauded by those who attended as an in-depth, fact-based look at this subject. Attendees expressed appreciation as well as interest in future civics-based programs.
7. The library joined in celebrating Dia de los Muertos when the Oshkosh Public Museum presented their fourth annual community event on Oct. 11. Stories are OPL's brand, so Head of Youth Services Marie Boleman brought in storytellers from Minneapolis-based In the Heart of the Beast Puppet & Mask Theater to do performances at the museum event, which drew a record 1,200 people. The night before, 39 people attended a traditional mask-making workshop at the library, with many of them wearing their creations for the storytelling session at the museum. Many thanks to the GFWC-Oshkosh Women's Arts Club for funding the workshop.
8. A casual gathering over coffee took some of the mystery and stress out of estate planning on a Saturday morning at the library. Attorney Tracy Gibson shared the essentials of wills, trusts and powers of attorney; pointed out pitfalls and risks; and answered questions during this low-key but informative program.
9. Local photographer, author and genealogist Michael Cooney shared tips and strategies for taking years' worth of research and crafting it into a written family history. Fifteen people attended the Oct. 14 program.
10. Thirty people gathered under the Dome on Oct. 15 to hear author and paranormal researcher Chad Lewis talk about the history of Halloween traditions and folklore. The popular speaker covered a variety of customs, from the ancient Celts and harvest festivals to the horror movies and haunted houses of today.
11. OPL participated in the Wisconsin Science Festival Oct. 16-26. The library offered Science in a Bag – 50 kits filled with supplies and science activities – and the Northeast Wisconsin chapter of the American Chemical Society presented The





Hidden Life of Spices. The program included “spicey” hands-on science activities for kids, with 32 attending.

12. To celebrate the 50th anniversary of the popular teen vampire romance, *Twilight*, OPL sponsored a screening of the film adaptation at the Time Theater. Sixty-three people attended the movie.
13. The library marked Banned Books Week with our annual Freedom to Read activities Oct. 5-11. Our Banned Books Scavenger Hunt was back as the Banned Books Bandit (a.k.a. Readers Advisory Librarian Sarah Read) hid 87 books around the city. Strategically composed photos of the locations were shared as clues via Instagram. Scavenger Hunt participants got to know each other; families joined the fun and one newcomer to Oshkosh made some friends in the process of searching for books.

On Oct. 10, Oshkosh Reads Freely featured guests reading from and discussion of books that had an impact on participants’ lives. It was a week of people coming together and forming connections around the freedom to read.

In addition to programs, OPL was busy with outreach, community engagement and welcoming groups to the library.

14. Roosevelt Elementary School held its Family Night at the library on Sept. 23. The 136 students and family members attending played math games; made crafts, did a scavenger hunt, made book bags, played on our LEGO Wall and experienced the new Draw Alive board and the Flight Lab wind tunnel. Families could sign up for or update their library cards and received a free book at the event. As reported on Facebook, “Our Roadrunners had a blast!”
15. Community Engagement Librarian Sandy Toland did special programs at two regular card clinic sites in September.
 - a. Residents at Bella Vista learned about Oshkosh’s rich brewing history and chimed in with their own memories of their favorite breweries and taverns.





The program was developed after Bella Vista's activities director, who is new to the area, commented on Oshkosh's brewing culture.

- b. At Carmel Residence, Sandy led a conversation circle with residents who discussed their favorite books.
16. Local History Librarian Michael McArthur spoke to students in the UWO Honors English class about monuments, local history research and historic preservation. In the weeks following, he met with several students to provide personal assistance with related research.
17. OPL attended an employee resource fair at the Wisconsin Resource Center on Oct. 9, sharing library information and answering questions from staff who work at the agency. This is the second year that OPL has attended the resource fair.



MONTHLY REPORT
Oshkosh Public Library

September 2025

CIRCULATION	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Book-Adult	13,556	13,443	1%	126,314	126,933	-0.5%
Book-Juvenile	12,802	13,037	-2%	125,316	131,908	-5.0%
Book-YA/Teen	1,194	1,144	4%	12,027	11,950	0.6%
CD-Adult	719	754	-5%	7,313	8,849	-17.4%
CD-Juvenile	70	31	126%	558	712	-21.6%
CD-Book-Adult	367	434	-15%	3,582	4,203	-14.8%
CD-Book-Juvenile	386	172	124%	3,305	1,615	104.6%
CD-Book-YA/Teen	0	9	-100%	18	96	-81.3%
DVD-Adult	4,711	5,186	-9%	43,973	51,199	-14.1%
DVD-Juvenile	1,184	959	23%	10,580	10,378	1.9%
Game-Adult	692	531	30%	5,173	5,762	-10.2%
Game-Juvenile	290	210	38%	2,179	2,147	1.5%
Magazine-Adult	338	422	-20%	4,219	3,824	10.3%
Magazine-Juvenile	15	5	200%	110	109	0.9%
Magazine-YA/Teen	6	0	0%	31	18	72.2%
Other-Adult	279	386	-28%	2,220	2,491	-10.9%
Other-Juvenile	128	85	51%	1,091	1,194	-8.6%
Other-YA/Teen	13	1	1200%	89	36	147.2%
Total Adult	20,662	21,156	-2%	193,486	203,261	-4.8%
Total Juvenile	14,875	14,499	3%	143,429	148,063	-3.1%
Total YA/Teen	1,213	1,154	5%	12,165	12,100	0.5%
SUB TOTAL	36,750	36,809	0%	349,080	363,424	-3.9%
Digital Book Formats						
OverDrive E-Books	4,001	4,747	-16%	40,330	46,740	-14%
Hoopla E-Books	405	417	-3%	3,903	3,896	0%
E-BOOKS SUB TOTAL	4,406	5,164	-15%	44,233	50,636	-13%
Audiobook Formats						
OverDrive Audiobooks	5,438	4,909	11%	48,213	49,144	-2%
Hoopla Audiobooks	1,883	1,364	38%	15,594	12,322	27%
AUDIOBOOKS SUB TOTAL	7,321	6,273	17%	63,807	61,466	4%
Digital Media						
Hoopla Music	49	29	69%	320	297	8%
Hoopla Video	274	207	32%	2,156	1841	17%
DIGITAL MEDIA SUB TOTAL	323	236	37%	2,476	2,138	16%
DIGITAL CONTENT SUB TOTAL	12,050	11,673	3%	110,516	114,240	-3%
TOTAL CIRCULATION	51,926	48,482	7%	459,596	477,664	-3.8%

PHYSICAL MATERIALS	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
% AV Materials Circulated	23%	23%	2%	23%	24%	-6.0%
% Print Materials Circulated	77%	77%	-1%	77%	76%	1.6%
% Adult Materials Circulated	60%	61%	-2%	59%	59%	-0.9%
%Youth Materials Circulated	40%	39%	3%	41%	41%	0.6%
Average Circulation Per Hour	180.1	184	-2%	194	193	0.4%
MISCELLANEOUS	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Library Facility Traffic	19,770	18,633	6.1%	181,267	177,233	2.3%
Average Daily Traffic	682	665	2.4%	719	706	1.9%
New Card Registrations	200	267	-25.1%	2,017	2,189	-7.9%
Self-check % of Checkout	49%	49%	-0.3%	50%	48%	4.2%
Volunteer Hours Worked	99	106	-6.6%	970	962	0.8%
Teacher Packs	4	3	33.3%	23	28	-17.9%

MONTHLY REPORT
Oshkosh Public Library

September 2025

ELECTRONIC RESOURCES	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
OPL Website Sessions	19,422	16,808	16%	169,556	158,250	7.1%
SUBSCRIPTION DATABASE SESSIONS						
Gale Courses	32	0	0%	215	0	0.0%
Mango Languages	53	91	-42%	524	698	-24.9%
Reference Solutions	0	62	-100%	215	707	-69.6%
Value Line	131	115	14%	1,103	1,055	4.5%
SUB-TOTAL	216	268	-19%	2,266	2,460	-7.9%
LOCAL DATABASE SESSIONS						
1957 Address Change	36	39	-8%	354	279	26.9%
City Directories	3	71	-96%	20	620	-96.8%
Digital Collections	92	58	59%	754	542	39.1%
Local History Books	9	17	-47%	106	211	-49.8%
Oshkosh Facts, Firsts, and FAQ	10	2	400%	58	23	152.2%
Oshkosh Newspaper Index	0	0	0%	0	0	0.0%
Oshkosh Vital Records Index	74	204	-64%	682	1,525	-55.3%
Riverside Cemetery Index	15	6	150%	125	89	40.4%
UWDC - Atlases & Histories	16	0	0%	71	1	7000.0%
SUB-TOTAL	255	397	-36%	2,170	3,290	-34.0%
TOTAL ELECTRONIC RESOURCE SESSIONS	19,893	17,473	14%	173,992	164,000	6.1%

PUBLIC COMPUTER USE	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Wireless Use	7250	7140	2%	63,258	60291	4.9%
Public Computer Use						
Adult	1,656	1,683	-2%	15411	14539	6.0%
Youth	276	213	30%	1921	1580	21.6%
TOTAL USE	1,932	1,896	2%	17332	16119	7.5%

QUESTIONS ANSWERED	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Adult Department						
Reference	792	1,012	-22%	7,759	6,920	12.1%
Youth Department						
Reference	59	74	-20%	249	1,693	-85.3%
TOTAL QUESTIONS ANSWERED	851	1,086	-22%	8,008	8,613	-7.0%
PROGRAMS	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Programs Given						
Adult	9	20	-55%	115	111	3.6%
Teen	2	3	-33%	56	38	47.4%
Youth	24	19	26%	277	261	6.1%
Roving Reader	8	9	-11%	79	138	-42.8%
TOTAL	47	59	-20%	591	569	3.9%

Program Attendance	Sept 2025	Sept 2024	% Change	YTD 2025	YTD 2024	% Change
Adult	303	148	105%	1,479	1,276	16%
Teen	14	20	-30%	566	368	54%
Youth	706	450	57%	7,286	7,680	-5%
TOTAL	1113	752	48%	10,417	9,517	9%

MEMORANDUM

TO: Darryl Eschete, Director
FROM: Tracie Schlaak
DATE: October 22, 2025
SUBJECT: Personnel Changes since last board meeting

Marie Luna – New LAll in Circulation department hired on 9/29/25

Library Director's Report

September – October 2025

Since the regular Board meeting of September 25, 2025, library staff and I have been at work on the following:

- **Jobpod/Glass Partitions**— Midwest Installers, working with KI Wall, completed the installation of the glass wall partitions on September 27 and returned shortly thereafter to check and adjust door opening for width. Using funds available from the grant, we are as of this writing installing amenities in the space (tables/chairs, data and electricity, white board, pamphlet rack, etc.) and are planning a grand opening event for later in the fall or winter.

The spaces created on the first floor will be a dedicated Young Adult area and a makerspace, presuming Board support as explained elsewhere in this packet.

- **Friends of the Library**— Attorney Chad Wade (of Renning, Lewis and Lacey) reports that obtaining an EIN for the reconstituted Friends group has been complicated by the previous existence of a non-profit with the name "Friends of the Oshkosh Public Library." Correspondence with the IRS has been further complicated by the Federal government shutdown. As this effort continues, I will inform the Board.
- **Spellbound Judge & Kiwanis Event**—On October 2, I, along with City Manager Rebecca Grill and SEPO Director Mushe Subulwa acted as judges at the annual Winnebago Area Literacy Council spelling bee. The next evening I gave a few words of thanks to the annual fundraising bingo held by the Oshkosh Noon Kiwanis Club thanking them for their ongoing support of the 1000 Books program.
- **Alberta Kimball Painting**—In October of 2023, the painting of Alberta Kimball in the Waters/Dome portion of the library was vandalized. Since then, with the help of the Paine Art Museum, Head of Adult Services Joe Bongers coordinated the sending of the work to Minnesota for repair. That repair is complete and the painting is due to be returned. Please see the attached report for the repair protocol. **The shipping/insurance of the work has been quoted at between \$800 and \$1000 and I intend to pay for this from the OPL Memorial Fund (current balance \$2534).**
- **Main Entry Door Upgrade**—The upgrades to the library's main doors (as per an endowment ask of just over \$6500 in August) are complete. The doors are much easier and quicker to lock down, have a more modern appearance and no longer require staff to extend arms or hands through the doorway to lock.
- **City Budget Hearing**—On October 14, I met with the Mayor/Council at the budget hearing regarding the library's operational budget request for 2026. No concerns arose regarding the library's budget request as submitted.
- **County Extension Committee Meeting**—On October 15, I, along with Winnefox Director Clairellyn Sommersmith and the directors of other Winnebago County public

libraries met with the Extension Committee of the Board of Commissioners. County executive Gordon Hintz was in attendance. The exchange was collegial, with committee members expressing appreciation for the efforts of the Oshkosh Public Library and other county libraries. They expressed no concerns regarding the reimbursement figures shared with them by the Winnefox system.

I refer the Board to highlights and other memos for further information.

Respectfully Submitted,

Darryl Eschete

Midwest Art Conservation Center

2400 Third Avenue South Minneapolis, MN 55404

Owner: Oshkosh Public Museum
Address: 1331 Algoma Blvd
Oshkosh, WI 54901

Contact: Joe Bongers
Phone: 920-428-2542
Project No.: 25.1302.1
Artist: Benjamin Donald McCready
Title: Portrait of Alberta Kimball
Medium: gouache on panel (est.)
Dimensions:
Marks:
Project Report

REPORT ON TREATMENT

The painting was examined and a Report on Condition and Proposal Treatment were prepared. The painting was photodocumented in high resolution digital format before and after treatment.

The painting was unframed.

In areas with a thicker application of the white substance on the surface, the vandalism was removed mechanically using a small spatula and occasionally a scalpel to flake off the powdery substance. Areas that received a finer mist of the white material were reduced using a clean, dry cosmetic sponge. Although a majority of the white material was removed or reduced, the liquid components from the applied material appeared to have penetrated and saturated the porous paint surface leaving a dark shadow outlining the vandalism.

The painting was varnished with 2 thin spray coats of 15% Regalrez 1094 in petroleum benzene in order to even out the saturation of the paint surface, allow for more successful retouching of the discolored areas, and protect the paint surface. The client was consulted prior to varnishing.

While the varnish layer was productive in reducing the appearance of the dark shadows left by the vandalism, areas of discoloration caused by the vandalism remained apparent at certain viewing angles. These areas of discoloration were retouched using stable, non discoloring, synthetic mediums Gamblin Conservation Colors (pigments in Laropal A81) and Raviflex BL5S (vinylacetate homopolymer resin) to locally seal and saturate added retouching. It is important to note that with damage of this kind, repairs of the highest museum quality may sometimes be visible under certain lighting condition and viewing angles.

A final coat of varnish was applied in 1 thin spray coat of 15% Regalrez 1094 in petroleum

benzine.

The frame rabbet was lined with felt. A protective blueboard backing board was added to the reverse. The painting was properly reframed in its frame using mending plates. The original hanging hardware was left in place. However, it is recommended that the artwork is hung by two points (i.e. D-rings) rather than a single point (i.e. wire).

The painting was photodocumented in high resolution digital format after treatment and wrapped for return. The Treatment Report was prepared.

Conservator: Rita Berg
Date Completed: 9/30/2025
Client: Oshkosh Public Museum
Project No.: 25.1302.1