

**Investment Policy**  
Outagamie Waupaca Library System

**Policy**

The Outagamie Waupaca Library System Board of Trustees delegates the authority to invest library system funds in accordance with Section 66.603, *Wisconsin Statutes*, and in accordance with such restrictions as the Board may adopt. The investment of funds shall be conducted in adherence with the following objectives:

- The preservation of principle shall be the paramount investment objective.
- Liquidity of funds shall be maintained sufficient for the library system to meet all disbursement requirements when due.
- Return on investment shall be maximized only to the extent that the first two objectives are met. The Board recognizes that meeting these objectives is likely to result in interest earnings less than that obtainable with a more aggressive investment policy.

**Guidelines**

1. Investment of funds not immediately needed by the library system (i.e., surplus funds) shall be conducted by the Business Coordinator or the Director.
2. Surplus funds may be invested only in instrumentalities allowed under s. 66.603, *Wisconsin Statutes*.
3. All investments of surplus funds shall be insured consistent with the requirements of s. 66.603, *Wisconsin Statutes*.
4. The diversification of the portfolio shall be determined by the Business Coordinator, and approved by the Director, to optimize cash flow based on current and future needs.
5. The Business Coordinator shall report monthly to the Director on investments and cash flow projections. Investment earnings shall be reflected in the monthly financial reports.
6. An annual report of investment results shall be presented to the Board during the review of the audited financial statements.

Adopted June 16, 2005