

WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
 March 18, 2017
 WVLS Office – MCPL lower level
 Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is May 20, 2017.

President Tom Bobrofsky called the meeting to order at 9:31 AM.

Roll call was taken by Wendt and a quorum was declared.

Present

Tom Bobrofsky, President
 Douglas Lay, Vice-President
 Sonja Ackerman, member
 Jim Backus, member
 Tyson Cain, member
 Christy Janczewski, member (phone)
 Peg Jopek, member
 Louise Olszewski, member (phone)
 Michael Otten, Treasurer
 Pat Pechura, member
 Katie Rosenberg, member
 Marilyn Sauer, member (phone)
 Elaine Younger, member

Others Present

Marla Sepnafski, WVLS Director
 Kris Adams Wendt, WVLS staff
 Josh Klingbeil, WVLS staff
 Anne Hamland, WVLS Staff
 Augo Hildebrand, WVLS staff

Excused

Eileen Grunseth, member
 Paul Knuth, member

CONSENT AGENDA ITEMS: (Exhibit 1)

Lay/Pechura motion to both accept the agenda as presented and approve the January 21 Board meeting minutes with the clarification that both Rosenberg and Sauer were excused (having also been mistakenly listed as present). All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS: (Exhibits 2-7)

An error was noticed during the preparation of the WVLS annual report in the December 2016 schedule of receipts and reimbursements in that an equipment reimbursement was credited to Thorp rather than Merrill. **Lay/Pechura motion to accept and approve the financial reports and current bills with a revision to the December 2016 schedule of receipts and reimbursements. All aye. Motion carried.**

REPORTS:

Resource Library: (Exhibit 8) In addition to the report shared in the Board packet, MCPL Director Ralph Illick asked **Sepnafski** to share these announcements: An invitation is extended to attend the ribbon cutting for the new second floor Wausau Room on April 5. Illick has moved from vice-chair to chair of SRLAAW after the resignation of former Waukesha Public Library Director Grant Lynch who has taken a new position in Ohio. MCPL is investigating the installation of solar panels.

WLTF: **Lay** and **Backus** reported that the WLTF Board is meeting next week. WLTF is interested in facilitating fundraising for a Wisconsin library advocacy film as an offshoot of

the “Free for All” project documenting public library history and value being done by Serendipity Films LLC. The filmmakers will be presenting at the WAPL conference.

COLAND: Lay directed attention to the information in the board packet from the March 10 COLAND meeting.

WVLS Director’s Report: (Exhibit 9) **Sepnafski** shared several announcements as additions to highlights from her report included in the board packet posted online: Southwest Library System Director **Krista Ross** is moving to Minnesota to become the Executive Director of SELCO (Southeastern Libraries Cooperating). Minocqua Public Library Director Mary Taylor and Rhinelander District Library staff member Ashley Polinski are among representatives of 29 libraries selected by DPI to receive scholarships for the online course “Coding Together, Learning Together.” **Sepnafski** distributed additional handouts and reports: 2017 WVLS Organizational Chart, 2017 WVLS Fact Sheet, 2017 Glossary of Acronyms, 2016 WVLS Statistics booklet aggregating annual report information for member libraries, WVLS/member libraries year in review infographic, and 2017-2018 Wisconsin Legislative & Congressional Directory (WisTax). She provided further elaboration on the delivery and communications glitch surrounding DPI acknowledgment regarding receipt of the WVLS 2017 annual report.

Olszewski complimented the infographics as being especially helpful during Library Legislative Day conversations. She also updated the Board on the Withee Public Library Director search and asked for more information about documenting WiFi use. **Klingbeil** explained the formula for counting WiFi sessions. **Bobrofsky** drew the Board’s attention to the section in the printed Director’s report regarding a note of thanks received from Rhinelander District Library Adult Services Supervisor Sarah **Steinbacher** as this year’s first time attendee Library Legislative Day Scholarship recipient. Backus noted the impending retirement of Tomahawk Public Library Director with regret, pronouncing her as “one of the most dynamic librarians he’s ever met” and noting the loss of her leadership to both Tomahawk and WVLS.

V-Cat Council: (Exhibits 10a and 10b) There were no additions to the written report.

V-Cat Steering Committee: (Exhibits 11a and 11b) **Bobrofsky** drew the Board’s attention to the exhibits provided. The draft V-Cat budget reviewed at the March 1 Steering Committee meeting will be presented at the next V-Cat Council meeting for suggestions. If approved, the budget will come to the full WVLS Board for approval in May.

Library Legislative Day and State Budget Status: (Exhibits 12a and 12b) Library Legislative Day was sponsored by the Wisconsin Library Association at the Capitol in Madison on February 21st. Representing the Wisconsin Valley Library Service were librarians Mary **Dunn** (Tomahawk Public Library), Ralph **Illick** (Marathon County Public Library), Virginia **Roberts** and Sarah **Steinbacher** (Rhinelander District Library); WVLS trustees Eileen **Grunseth** (Taylor County), Louise **Olszewski** (Clark County), and Mike **Otten** (Marathon County); WVLS staff members Anne **Hamland**, Chris **Heitman** and Kris Adams **Wendt**. **Olszewski** and **Hamland** commented that the smaller groups in individual meetings with legislators enabled more informal and relaxed conversation.

Wendt noted that Mary **Dunn** attended her last Library Legislative Day and will be missed for her attentive relationship building in the 35th Assembly District and 12th Senate District and advocacy leadership in WVLS. As part of the morning briefing, Dunn presented a short encouragement for her colleagues to facilitate legislative listening sessions in their libraries. WLA is well positioned to achieve their goals for the 2017-2019 budget and will

be calling on library supporters to lend their advocacy at appropriate points in the process between now and June. On the Federal budget front, the recently released White House budget proposes eliminating the Institute of Museum & Library Services (IMLS) which distributes LSTA grants to states and underwrites many key library programs and support staff positions at DPI. Messaging to Wisconsin's members of Congress needs to accurately reflect potential impact of loss of this funding on programs at the local and regional level. More information will be forthcoming from WLA's legislative committee addressing the best way to personalize and communicate talking points and library stories to advantage.

E-Rate Project: (Exhibit 13) **Klingbeil** elaborated on the material provided in the board packets, addressing evolving policies on the filtering requirement and DPI monitoring of changes, progress and funding of the Federal E-Rate program.

2016 WVLS ANNUAL REPORT – retroactive approval: (Exhibits 14a and 14b) **Sepnafski** explained how the WVLS Annual Report aggregates 2016 financial reports, holdings and circulation statistics from Sierra, staff reports and other information submitted to the DPI Division for Libraries and Technology (DLT). **Bobrofsky** already reviewed and signed the report so it could be submitted by the February deadline, but edits can still be accommodated. No additions or corrections were offered. **Bobrofsky** commended the WVLS staff for their service in 2016. **Rosenberg/Jopek motion to accept the 2016 WVLS Annual Report as submitted. All aye. Motion carried.**

WINNEFOX LIBRARY SYSTEM/WVLS INTERSYSTEM AGREEMENT – draft: (Exhibits 15a and 15b) **Sepnafski** reviewed the draft agreement for reciprocal borrowing between WVLS and Winnefox Library System which updates and supersedes the one signed in 1996. **Otten/Ackerman motion to approve The Agreement for Reciprocal Borrowing between the Wisconsin Valley Library Service and the Winnefox Library System as presented. All aye. Motion carried.**

DISPOSITION OF 2016 UNENCUMBERED BALANCE/2017 BUDGET REVISIONS: (Exhibit 16) **Sepnafski** led discussion of the disposition of \$150,739.10 representing the unencumbered 2016 budget balance. Recommended was adjusting the Resource Development Fund (add \$31,623) and Reserve Fund (add \$59,000) to 2013 levels, as well as reassignment of \$7,980 to salaries (2% COLA; reclassification of one employee/FICA and retirement), \$9,300 to one time staff bonuses, \$8,000 to ALA Conference scholarships (four at \$2,000 each) offered to member library staff, and \$20,000 to establish an Overdrive Advantage account and selected high demand items. **Backus/Olszewski motion to accept the recommendations for disposition of the 2016 unencumbered balance and 2017 budget revisions as presented. All aye. Motion carried. Ackerman/Rosenberg motion to transfer the remaining \$14,836.10 in 2016 unencumbered balance to a special projects account until needed. All aye. Motion carried.**

2018 TECHNOLOGY PLANNING GUIDE – draft: (Exhibit 17) **Klingbeil** led discussion of the draft 2018 Technology Planning Guide which will be previewed by member libraries, discussed at the April LAC meeting, and revised for a second appearance before the Board at its May meeting. The goal is to provide member libraries with as much information as possible 18 months in advance to assist with local budget planning.

WAPL AND ALA CONFERENCES: (Exhibit 18) **Sepnafski** highlighted Public Library System Redesign project programs at the April 26-28 WAPL Spring Conference in Stevens Point. Rhinelander District Library Director Virginia Roberts is serving as this year's program coordinator. WVLS will be organizing bus transport to Chicago during the ALA Annual Conference, June 22-27, 2017, with more details to be announced later.

SELECTION OF NOVEMBER 2017 MEETING DATE: The final 2017 meeting is November 18.

CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES: WVLS staff in attendance thanked Board members for their recognition and support. **Rosenberg** announced a Marathon Co. Board forum for elected officials at 6:30 PM on April 27. **Bobrofsky** provided an update on the DPI library standards revision focus team he is a part of. **Wendt** reminded everyone about the spring election on April 4.

WESSLER SCHOLARSHIP APPLICATIONS / COLLABORATION & INNOVATION GRANT APPLICATIONS: There was no report regarding Wessler Scholarship applications. **Hamland** reported on WVLS Innovation and Collaboration grant applications and projects.

REQUEST FOR FUTURE AGENDA ITEMS: 2016 audit report, 2018 Technology Planning Guide

ADJOURNMENT:

Otten/Pechura motion to adjourn. All aye. Motion carried. The meeting was adjourned at 11:50 AM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder