

WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
 August 20, 2016
 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 September 17, 2016.

President Tom Bobrofsky called the meeting to order at 9:30 AM.

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

Present

- Tom Bobrofsky, President
- Douglas Lay, Vice-President
- Michael Otten, Treasurer
- Sonja Ackerman, member (phone)
- Jim Backus, member
- Tyson Cain, member
- Eileen Grunseth, member
- Peg Jopek, member
- Louise Olszewski, member
- Pat Pechura, member
- Katie Rosenberg, member
- Alice Sturzl, member

Others Present

- Marla Sepnafski, WVLS Director
- Inese Christman, WVLS Assistant Director
- Josh Klingbeil, WVLS staff
- Kris Adams Wendt, WVLS staff
- Augo Hildebrand, WVLS staff

Excused

- Paul Knuth, member
- Marilyn Sauer, member
- Elaine Younger, member

CONSENT AGENDA ITEMS: (Exhibit 1)

No changes were made to the agenda order.

Lay/Olszewski motion to accept the agenda as posted. All aye. Motion carried.

Lay/Sturzl motion to approve the May 21, 2016 Board meeting minutes and July 18, 2016

Executive Committee minutes All aye. Motion carried.

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

Lay/Otten motion to accept and approve the financial reports and current bills as presented. All aye. Motion carried.

REPORTS:

Resource Library: (Exhibit 8) Members were directed to the MCPL Board minutes and director’s report included among their meeting documents. **Rosenberg** expressed disappointment that the Children’s Museum of Marathon Co. is no longer exploring a relocation to the third floor of the Wausau branch.

WLTF: **Lay** reported WLTF is looking ahead to October 26-28 fall WLA Conference offerings in Milwaukee. The WLTF Board meets in September. He highlighted Trustee Training Week, August 22-26.

WVLS DIRECTOR’S REPORT: (Exhibit 9)

Full report may be found here <http://www.wvls.org/meeting/board-trustees-august-20-2016>

The following items were specifically mentioned during the meeting:

A note of thanks was received from Colby Public Library Director **Vicky Calmes** for providing her library with a 2016 Summer Library Program Performer. The grant helped

subsidize a SLP kick-off performance by Randy Peterson who led the 75 people attendees through a “Rocking, Reading Pep Rally!”

The Steering Committee of the **Wisconsin Public Library System Redesign Project** sent a letter to the WVLS Board of Trustees (Exhibit 9-a) that outlines key information about the PLSR process: It is a community-based process. There are no preconceived outcomes. The process will consider services first and then design system administration to support these new models of service. The process relies on trust and transparency.

In May the **Nicolet Federated Library System (NFLS)** Board of Trustees notified WVLS of their interest to engage in merger discussions with neighboring systems. WVLS received confirmation of their interest in July and responded with mutual interest in more dialogue about this opportunity.

In June **Anne Hamland**, former Director of the Frances L. Simek Memorial Library (Medford), was hired to be the new Communications Coordinator for WVLS. **Erica Clarkson** was hired as the new director of the Medford Public Library in July.

For the fall 2016 semester, Neillsville Public Library Director **Cara Hart** will be completing a practicum with WVLS through the School of Library and Information Studies, University of Wisconsin – Madison. She is creating V-Cat discovery layer guides and other V-Cat report templates.

On July 13 the U.S. Senate approved the nomination of **Dr. Carla Hayden** to serve as the nation’s 14th Librarian of Congress. Hayden, American Library Association past president and director of the Enoch Pratt Free Library (Baltimore, Maryland), is the first female and the first African American to lead the Library of Congress. She also is the first professional librarian to be confirmed in more than 60 years.

Former Assistant State Superintendent, Division for Libraries and Technology, **Rick Grobschmidt**, passed away on July 23. Rick successfully ran for the Wisconsin State Assembly in 1984 in a highly contested special election and went on to serve in the Wisconsin State Senate. He was respected for his rare ability to work closely with members of both parties of the legislature. One of his many accomplishments was co-authoring the law that established an Office of School Services at Wisconsin Historical Society. Following his passion for education issues, he then went on to work for DPI in 2003, where he focused on early childhood, technology and libraries until his retirement in 2010. He was 68.

Over the summer months WVLS staff redesigned and moved workspaces to improve operations efficiency and to accommodate the need for increased spaces in courier and makerspace projects. Much of the excess inventory has been sold or recycled, but there is still much to do! The reorganization should be complete by late fall.

Klingbeil reported WVLS has received a quote for installation of hearing loop technology in the WVLS meeting area. The quote includes accompanying audio recording and playback enhancements to the meeting area, as well as video display technologies. This will help WVLS to engage more effectively and efficiently for all meeting participants.

Wendt reported WVLS is one of 9 library systems integrating into the “**1000 Books Before Kindergarten**” app partnership initiated by Bridges Library System (BLS). The other seven are Arrowhead Library System, Indianhead Federated Library System (IFLS), Lakeshores Library System, Milwaukee County Federated Library System, Nicolet Federated Library System, South Central Library System and Winnefox Library System. The project encompasses 242 library locations, which is 52% participation statewide (based on 466 Wisconsin libraries and branches). Once the soft launch date is known, a

customizable announcement and instruction handout will be distributed to all libraries. WVLS will provide BLS with a one-time payment of \$850, and \$100 annually for maintenance. In turn, WVLS and our member libraries will be displayed on the main menu of the app and have the ability to generate usage reports.

Klingbeil explained that WVLS and IFLS are in the process of establishing a more formal agreement to strengthen their technology resources sharing partnership. The working title of the sharing project is **LEAN Wisconsin (LEAN WI)**, which is formed from Libraries and Education Advanced Network. It is anticipated that the partnership will be formalized and strengthened with a memo of understanding (MOU) that will also enhance future LSTA grant applications

Christman reported a soft roll-out of the **EBSCO's Discovery product (EDS)** began in August 2016. In preparation for this event, in-person training opportunities were held August 3 and 4 with a trainer from EBSCO. A recording of the EBSCO training was placed on the WVLS website for those unable to attend a training session. On August 17, Christman will share tips on how to utilize the full capabilities of this new interface as part of the WVLS workshop "Badgerlink & EBSCO Discovery: Research & So Much More!"

As the chair of the WLA Technical Services Section, **Christman** shared information about WLA Conference TSS programs: October 27, 1:45-2:30 pm – "Creating, Collecting and Collaborating! Our Digitization Journey;" October 27, 2:45-3:30 pm – "Privacy PLEASE! Let's Keep Patron Information Private!," and October 28, 8:30-9:15 am – Technical Services: The Existential Angst of the Next Generation of Librarians."

Klingbeil reported WVLS has been implementing the Creative Technologies (Makerspace) portions of the 2016 Technology Grant in partnership with IFLS. Ann Mroczenski (WVLS) and Leah Langby (IFLS) are leading the project, creating a selection of "makerspace kits" for check out to member libraries across both systems. Meanwhile, \$4,500 originally allocated to be used for the acquisition of perpetual MinecraftEdu licenses has been stymied by an abrupt cessation of license availability following acquisition of MinecraftEdu by Microsoft; those funds will be reassigned to other projects.

Wendt reported WVLS and Northern Waters Library Service (NWLS) received official confirmation in mid-July of the \$3,000 LSTA mini-grant award to provide continuing education opportunities on the topic of personal cyber-security. The project title is "Managing your Digital Footprint Without Falling Prey to Cyber-Sneakers: Online Privacy, Social Media & Sharing for Tweens, Teens (and their Parents)." (Exhibit 9-b) In-person workshops are scheduled for September 20 in Ashland and Wausau. Emphasis will be placed on information young users of social media need in order to be informed, safe and responsible digital citizens. Speakers will provide advice and guidance on identifying appropriate audiences, working with community partners to guide public and K-12 library staff in developing proactive local programming. Each system will distribute \$1,500 in micro-grants to libraries who submit implementation plans for their communities after attending the training.

Sepnafski drew attention to Exhibit 9-c ("Board Member Exit Interviews"), Exhibit 9-d (L.E. Phillips Memorial Library in Eau Claire "Library rolls out new BookBike Service") and Exhibit 9-e detailing a series of steps between the Kenosha County Library System and Lakeshores Library System to joining their equivalents of V-Cat to create more efficiency. **Hildebrand** has been working with WALTCO to iron out issues associated with changes to their routing schedule starting the week of August 15, which affected more libraries than WALTCO anticipated in its initial notice to WVLS. A series of frank conversations ensued about WVLS dissatisfaction with the disruption and have been met with assurance that customer service satisfaction and a schedule very close to the previous route will be restored in the coming week.

Wendt provided a legislative update and refresher on the state budget process. Representatives from WLA's Library Development & Legislation Committee (LD&L) have been meeting with a team from the DPI Division for Libraries & Technology (DLT) to discuss requests for the next two year state budget cycle which runs from July 1, 2017 to June 30, 2019. State agency budget submissions are due by September 15, 2016. Priorities include seeking a targeted increase in public library system funding focused on assisting community libraries in support of workforce development and lifelong learning services, the four statewide resource contracts (Cooperative Children's Book Center, Wisconsin Talking Book and Braille Library, and specialized inter-library loan services through the University of Wisconsin and Milwaukee Public Library), BadgerLink, and Newsline for the Blind. More details will be forthcoming. LD&L formed a cross county payments work group to look at issues related to recent Shawano and Waushara County resolutions seeking to eliminate or significantly change Act 420. LD&L will reach out to legislators who have expressed concerns. Suggestions for adoption of statewide uniform data collection and best practices will be presented at the SRLAAW meeting on August 22. Governor Walker made an appearance at the Beloit Public Library on August for an official presentation of his "Libraries Transform!" poster. His remarks highlighted literacy and promoted the power of libraries to transform lives and communities and were followed by a supportive press release. WVLS will coordinate "Libraries Transform!" legislator posters in its seven county area.

V-CAT COUNCIL: (Exhibit 10) Board members were directed to the June 9 V-Cat Council agenda and minutes in their packet.

CAMP TECH-A-TALKA: (Exhibit 11) **Klingbeil** provided background on this annual networking gathering of library system technology professionals which took place on August 15 and was attended by Christman, Anne Hamland, Chris Heitman and Ann Mroczenski from the WVLS Technology Team. Christman presented on the new Historical and Local Digital Collections Committee established by the Wisconsin Public Library Consortium (WPLC).

LIBRARY ADVISORY COMMITTEE: (Exhibit 13)

The second LAC meeting of the year was held August 16. Its members reviewed and recommended WVLS Board approval of the 2017 WPLC Buying Pool costs, the 2017 WVLS System Plan and 2017 WVLS budget as presented. Members who have finished their two year terms are Carla Huston (Thomsen Memorial Library, Stetsonville) who served as this year's president, Felicia Albrecht (Evans Community Library, Laona), Erica Brewster (Demmer Memorial Library, Three Lakes), Kristy Bovre (Unified School District of Antigo), and Kelly Knudsen (Wausau School District). Also vacant is the seat formerly held by Anne Hamland before she joined the WVLS staff. Recommendations for 2017 LAC members will be brought to the Board in November.

2017 LSTA GRANT PROPOSALS: (Exhibit 12)

Klingbeil presented proposals for 2017 non-competitive library system and technology grant and outcome measurement support projects that proposes leveraging the bulk of LSTA block grant funding for capital acquisition, configuration and implementation at member libraries' facilities. Opportunities for partnership projects in the 2017 LSTA competitive content creation and digitization of library historical material categories will be pursued by WVLS and Indianhead Federated Library System. Having the LEAN WI development and partnership underway is advantageous to the upcoming LSTA grant cycle. **Wendt** reported on TB Scott Free Library (Merrill) interest in pursuing grant funding for book discussion groups at Lincoln Hills/Copper Lake School where trial programs have proven successful and there's additional interest in expanding collaboration. Possibilities include either constructing TB Scott's program as a pilot project to serve as a template for other communities to follow with future projects involving county detention facilities, or bringing in more member libraries

to share grant resources more widely at this time. A project of this type would straddle the literacy and accessibility categories. Additional survey of need in the literacy category in 2017 will inform 2018.

Sturzl/Rosenberg motion to approve pursuit of LSTA grant funding as outlined in the staff reports. All aye. Motion carried.

The meeting was temporarily suspended for a ten minute break. Backus left the meeting at 11:15 AM.

2017 MCPL/WVLS RESOURCE LIBRARY AGREEMENT- draft: (Exhibit 13)

Bobrofsky presented the 2017 agreement, noting that it enables lease and payment on a quarterly basis while retaining the 90-day notice if either party wishes to sever the landlord/tenant relationship but is otherwise basically the same. The agreement is on the MCPL Board's September agenda.

Pechura/Grunseth motion to accept the Resource Library Agreement as presented. All aye. Motion carried.

WVLS CONTINUING EDUCATION AND TRAINING SURVEY RESULTS: (Exhibit 14)

Sepnafski summarized results from the continuing education survey distributed in mid-July to WVLS libraries. The four most popular workshop categories were emerging trends, youth programming, adult programming, and collaboration (with other libraries, schools, agencies, businesses, community partners etc.). The survey will be repeated annually.

2017 SYSTEM PLAN – draft: (Exhibit 15)

Sepnafski introduced the 2017 WVLS System plan which continues all services at current levels as well as reflecting recent changes and the implementation of new services in the areas of continuing education, consultation, collection development, courier delivery, advancement and awareness (public information), digitization and technology. Staff members took turns highlighting major service changes and answering questions.

Pechura/Jopek motion to approve the 2017 WVLS System Plan. All aye. Motion carried.

2017 SYSTEM BUDGET – draft: (Exhibit 16)

Sepnafski guided board discussion of the detailed 2017 WVLS budget draft, including the V-Cat budget and IT budget. A vote on final approval of the budget will take place at the September meeting.

Ackerman left the meeting at 11:50 AM.

2017 WPLC BUYING POOL: (Exhibit 17)

WVLS shared the 2017 WPLC Buying Pool costs with member public libraries in early August.

Klingbeil reported that WPLC Board approved a \$150,000 (statewide) increase in the buying pool for 2017. With board approval, WVLS will absorb its member libraries' share of that increase (approximately \$7,580) in the first year. Magazine content will no longer be available through Overdrive. Alternatives will be explored by both WPLC and WVLS.

Sturzl/Pechura motion to approve the 2017 WPLC cost distribution as presented. All aye. Motion carried.

Rosenberg left the meeting at 12:00 PM.

CONCERNS, COMMENTS, AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:

Jopek expressed appreciation to WVLS staff for their assistance with technical and logistics issues which enabled her to be fully prepared for the board meeting. **Sturzl** issued an invitation to attend the Evans Community Library centennial open house in Laona from 4 to 6 PM on August 31. **Otten** noted the interesting topics presented on the rolling banner of the WVLS website

and asked whether it might be slowed down for easier reading. **Christman** replied that has been noted as transition to WordPress is underway. **Wendt** distributed copies of the first chapter of Neil Gaiman's book *The View from the Cheap Seats*, "Why Our Future Depends on Libraries, Reading and Daydreaming." **Bobrofsky** gave a progress report on the revision of the state library standards for which he is a committee member. He also reminded board members to visit the WLA website for more information about registration for and programs at the annual fall conference in Milwaukee. **Hildebrand** urged members to let her know by the end of the end of August if they wish to be included in group travel plans.

WVLS BOARD OF TRUSTEES EMAIL PROJECT:

In consideration of the already lengthy meeting, **Klingbeil** offered board members the option of arranging individual training and consultation.

WESSLER SCHOLARSHIP: There was no report.

REQUEST FOR FUTURE AGENDA ITEMS: Final approval of 2017 WVLS System Budget, WLA Fall Conference.

NEXT BOARD OF TRUSTEES MEETING DATES: Saturday, September 17, 2016 9:30 AM, and Saturday, November 12, 2016, 9:30 AM

ADJOURNMENT: Pechura/Olszewski motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:30 PM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder