



WVLS - V-Cat Steering Committee - Minutes

Tuesday, February 10, 2015 (9:30 a.m. – 12:00 p.m.)
WVLS Office – Wausau WI

1. **President Alice Sturzl** called the meeting to order at 9:30 a.m.
2. Roll call was taken by **Christman** and it was determined a quorum was present.

Present

Alice Sturzl, Chair
Paul Knuth
Kay Heiting (Go to Meeting)
Leah Giordano
Stacy Stevens
Cynthia Taylor
Anne LaRoche

Others Present

Marla Sepnanski, WVLS Director
Inese Christman

Member Absent

Mike Otten

3. **Adoption of agenda.** Sturzl asked for approval of the agenda. **Taylor/Knuth motion to accept the agenda. All Aye. Motion carried.**

4. **Approval of minutes from July 24, 2014.** Sturzl asked for approval of the minutes as amended. **Taylor/LaRoche motion to accept the minutes as amended. All Aye. Motion carried.**

5. **Review DRAFT 2016 V-Cat Budget**

Christman presented the DRAFT 2016 V-Cat budget, highlighting budget priorities and indicating that this budget includes a 7.736 % increase from 2015. A lively discussion followed with the main concern being the funding of a discovery layer product and creating seed money for improving the ILS. **Stevens/Knuth motion to increase the budget by 13.75% via an additional \$10,000 for Special Projects. All Aye. Motion carried.**

Taylor inquired about the status of V-Cat Reserve funds in light of the current situation with library systems and the upcoming Wisconsin state budget discussions. **Taylor/Knuth motion to propose that V-Cat Reserve Funds be maintained with no less than \$320,000 and no more than \$375,000 and annually 50% of any unspent V-Cat Budget funds which includes any unspent money in the line item for V-Cat Long Term Replacement be transferred to the reserve funds. The remaining 50% of these unspent funds be transferred to V-Cat Special Projects.**

6. **Review DRAFT 2015 – 2016 V-Cat Strategic Plan**

Sturzl reviewed the DRAFT 2015-2016 V-Cat Strategic Plan. Several minor changes were made. **(See attached document for draft version that will be discussed at the next meeting.)**

Sturzl suggested that a mid-2016 review be completed by the Steering Committee to prepare the 2017 – 2018 V-Cat Strategic Plan.

7. **Set next meeting date.**

Sturzl set the next meeting date for **Thursday, March 12, 2015 from 9:30 a.m. to 12:00 noon.**

Sturzl asked for agenda items for the next meeting. Topics recommended include:

- Further Review of the 2015-2016 V-Cat Strategic Plan.

- Prepare for the April V-Cat meeting and the May WVLS Board of Trustees meeting.
- Set next meeting date

Sturzl thanked and complimented all of the committee members.

8. Adjournment.

LaRoche/Taylor motion to adjourn. Motion approved. Meeting was adjourned at 11:55 a.m.

Minutes submitted by Inese Christman February 26, 2015