



System and Resource
Library Administrators
Association of Wisconsin

MINUTES

System and Resource Library Administrators Association of Wisconsin August 10, 2007 meeting

1. Call to order

Chair Walter Burkhalter called the meeting to order at 10:05 am.

In attendance were: David Weinhold (ESLS); Robert Hafeman (MCLS); Jeff Gilderson-Duwe (Oshkosh PL); Jessica MacPhail (Racine PL); Bernie Bellin (LLS); Jim Trojanowski (NWLS; proxy for Superior PL); John Thompson (IFLS); Ruth Ann Montgomery (ALS); Rick Krumwiede (OWLS, proxy for NFLS); Marla Sepnanski (WVLS); Heather Eldred (WVLS); Terry Dawson (Appleton PL); Paula Kiely (MPL); Krista Ross (SWLS); Phyllis Davis (SCLS, proxy for Madison PL); Al Zimmerman (DLTCL); Mike Cross (DLTCL); Bob Bocher (DLTCL); Michael Golrick (L.E. Phillips Memorial PL); Mark Arend (WLS); Walter Burkhalter (MWFLS); Phyllis Christensen (Marathon County PL) Mary Bethke (Marathon County PL); Tom Hennen (WCFLS, proxy for Waukesha PL).

2. Quorum determination

Chair Burkhalter reported that there was a quorum, and reported on the proxies held and noted above. A note taker was recruited.

3. Introductions

Those present introduced themselves.

4. Changes/additions to the agenda

Chair Burkhalter noted two items would be added to the end of the agenda. The first was at the request of Jeff Gilderson-Duwe as "access to state contracts" and Heather Eldred asked to have next year's August meeting site as an agenda item.

5. Approval of the minutes from the May 2, 2007 meeting, and discussion of the October 2006 minutes

The minutes were distributed in advance. A question was asked about item 9 and whether it required a second. It was determined that because it came from a committee it did not need a second. On a motion by Trojanowski seconded by Bellin the minutes were approved unanimously.

There was discussion about the minutes of the October minutes. Tom Hennen may have taken them, but they are gone. On a motion by MacPhail, seconded by Trojanowski it was unanimously voted to "remand the minutes of the October meeting to history."

6. Treasurer's report

The Treasurer's Report was distributed in advance with a question about the lack of a request for reimbursement for a SRLAAW member to attend ALA's national legislative lobbying day. It was reported that no one attended on behalf of SRLAAW. On a motion by Trojanowski, seconded by Thompson, the Treasurer's Report was approved unanimously.

7. Act 420: possible revisions such as minimum number of circulations, uniform collection of data, and certification of accuracy of statistics

The discussion began with noting that some of the County Clerks have questions about the fact that there is no minimum amount for a bill and some County Clerks are questioning the small bills. There was also concern expressed about the uniform collection of data especially for libraries without automation systems. The question of how the data can be verified or audited. Jeff Gilderson-Duwe noted that it is done by sampling in some places. He also noted that we should expect that because of changes people are asking questions. Non-resident borrowing is required to be reported as part of the state reports, and those numbers are certified by the Library Director and the Library Board President. Al Zimmerman noted that there have been more amendments to annual reports this year than in any past year. Because of this he may develop a more formal process for making amendments. Mike Cross noted that it was probably an oversight to not include a minimum threshold. Tom Hennen asked if systems act as the manager and do County bills. If this is done in the future, then small payments would not be an issue. The problem is that some libraries insist on asking for reimbursement of 100% of the unit cost even though law is 70%. It was noted that libraries won't bill for small amounts. Phyllis Davis noted that we will never find a one size fits all solution. She also suggested that we should go through the whole cycle once before we try to tweak the process. Mark Arend suggested that the minimum should be based on a percentage. Bernie Bellin said that any threshold should be based on circulation not dollars. Circulation counts will not get the attention that dollars do. Burkhalter asked if there were any specific recommendations. The question was asked if it were possible to use the Administrative Rules to make adjustments. Mike Cross agreed to if the Division has the authority to make this kind of change by regulation. He noted that the Administrative Rules can be reviewed or "killed" by the legislature, but they cannot amend them. There was consensus for Mike Cross to see what is possible. David Weinhold moved that SRLAAW ask the Division if they can make Administrative Rules regarding Act 420 and then SRLAAW can decide what changes may be requested. The motion was seconded by Tom Hennen. A brief discussion ensued. The vote was unanimous.

Rick Krumweide noted that OWLS got counties to honor existing agreements rather than implementing 420. He asked if the division is collecting data on payments. Al Zimmerman said yes, they always have asked about sources of income. It is clear that the Division will need some more continuing education about the data forms. When asked he could now report on how money is crossing county lines, he noted that he has a large spreadsheet which can be sorted by system/by library. Mark Arend noted that it is a local decision on whom to bill and not bill and that libraries are "all over the place." Jim Trojanowski asked if any other areas had a sudden interest in joint libraries. He

noted several examples from his region. He believes that some will work, and some will not. However, while he is not opposed to joint libraries, some are being considered just because people think they are more cost effective. Bernie Bellin noted that his region has contracts to deal with inter county borrowing. Previously they had billed at 50% of the state average cost per transaction. They are moving to 70% and have an agreed upon plan. Mark Arend noted that there was a Himmel and Wilson study on a county system in Marquette County, and that the new winds are blowing dust off a 15 year old report.

8. Future of Library Systems

Chair Walter Burkhalter placed this item on the agenda because he thought that as people to start to retire from leadership positions, there is a need to talk about the future of library systems. There is an opportunity as more seasoned leaders leave that systems can lead in ways to provide service. Is this the time to merge library systems? Are some library systems too small? Bernie Bellin noted that the Legislative Audit Bureau (LAB) questions may be headed in this way. Discussion ensued about LAB visits and what does "best practice" means.

It was asked if there are there statutory rules about triggers for size (minimums and maximums). Mike Cross noted that there cannot be a system split to increase the number of systems, it is easier to do mergers, and it is not permitted to create a new one county system.

One of the questions is will we be able to find new system directors? We should discuss the concept of the future of library systems so that the new vision will not be forced on us, but what we have chosen. Phyllis Davis questioned Walter's premise, and note that she is encouraged by the talent coming up in the profession. It was noted that any changes affects staff not just the directors. Will mergers be driven by economies of scale? Bob Hafeman noted that Illinois, in 1980's, determined to reduce the number of systems over 10 years, most waited until the end. There used to be 18, now down to 12. Bernie Bellin asked if we can really include the staff whose jobs are at stake. This is the group which needs to talk about it. If we can't figure it out who can. Michael Golrick shared some of his experience in Connecticut, where the mergers were driven top down, and eventually resulted in a single agency. He thought that his library lost services and "ownership" of decisions with that transition. Paula Kiely asked if we know who had asked for the LAB study, and if there is a legislative committee to which we should be paying attention. Mike Cross noted that there is an advisory committee which has reps from counties, and the cities. The Division does not know who pushed this one. Rick Krumweide noted that there was no political will to change in the past, and he does not believe that it is there now. However, he did note that there are fewer education regions because that was what the governor wished. We need to make sure that if a decision comes from the top down we want to be sure we are given a goal and not a list of boundary changes. It was noted that past LAB studies were innocuous. It is clear that the staff don't know understand the role of systems.

David Weinhold shifted to a discussion of COLAND strategic planning asking how much it would include. Mike Cross reported that at the moment the ideas not well formed, and that this is the perfect time to make suggestions as to what should be included. A general idea might include a review of statewide resource sharing and perhaps the

broader issue of statewide library development. It was suggested that the offer be made to the chair of COLAND Kathy Pletcher and to the subcommittee whose chair is John Nichols. Phyllis Davis noted that the level of staff sent by the LAB may indicate the importance of program (inexperienced, means not important). Walter Burkhalter noted that the counties have huge control, but maybe we should help guide the discussion.

Rick Krumwiede suggested that rather than talk about numbers of systems, perhaps we should say that we think that in the future systems should look like this, e.g. optimal number is between x and y and optimal size is between z and a, etc. and that SRLAAW should create a document to be used if plans are developed. JimTrojanowski suggested that this should be folded into COLAND's work.

Tom Hennen moved and David Weinhold seconded that Chair Walter Burkhalter send a letter to COLAND asking for a place at the table in discussion of COLAND strategic plan; and a letter to LAB asking to meet with senior management to discuss the survey and report. Bernie Bellin asked if the letter LAB wasn't insulting. Michael Golrick said it was but the assignment of such inexperienced lower level staff was insulting to us, especially given their failure to provide the opportunity for comment which they promised. David Weinhold noted that LAB reports go to legislators and could frame the question and therefore so we should be active in helping them with their report. Division: asked for data. Discussion on actual meeting, suggest we review draft report. Told that a system director would review survey before sending it, and they clearly did not. Data asked for is available from state, and list of stats which are more appropriate. It was agreed to leave it up to the chair. Is this going to increase the attention to the issue?

Jim Trojanowski moved and Bernie Bellin seconded that the question be divided. It was unanimously approved. On the letter to COLAND the vote was unanimous to send a letter to COLAND asking for a place at the table in discussion of COLAND strategic plan

David Weinhold moved to amend the LAB request by removing the request for a meeting and that the letter express concerns of members about the type of questions asked and the lack of input expected prior to the survey being done, the lack of input from the Division and note that the data requested in the survey is already collected by the Division and already available. Discussion ensued, and David agreed remove the phrase about "lack of input." The staff from the Division asked that any reference to the Division be removed from any letter.

Rick Krumweide suggested that the letter express our concerns and offer further assistance. David withdrew all of his motions and amendments, and Rick Krumweide moved and Mark Arend seconded that Chair Walter Burkhalter send a letter to the LAB expressing our concerns and offering further assistance. The motion was approved unanimously. A brief discussion ensued about the LAB as a committee of legislature and its membership. It was also noted that there is a separate advisory group for the study being conducted.

9. Local Issues

Bernie Bellin who asked for this agenda item noted that many had been covered, and he would defer discussion.

10. Status of County Shared Library Services Levy Proposal

David Weinhold reported on a proposal which is being floated in his area about taxing member libraries. An important question is how to assess for library-to-library lending within an automation system. e.g net lending libraries may already be the largest tax base and therefore paying themselves. One of those who helped draft the current proposal says that this plan has no new taxes. But most libraries are looking for more funding. How will this funding benefit county-wide services? It is based on asking County to pay for county service, but county planning committee said that is prohibited; databases for all county residents. Jim Trojanowski asked if this proposal meant that communities with libraries could exempt themselves from part of levy, but not all. David's answer was in the affirmative.

The meeting was declared in recess for lunch at 12:00 p.m.

The meeting resumed at 12:23 p.m.

11. Cross Border Reimbursements between Libraries

Chair Burkhalter asked for this item because of a survey from the Beaver Dam Library Director which was sent to System Directors. The question she was attempting to ask was about intra-system payments where the system pays for cross-border transactions within the system. Several indicated that there are some that need explanations. The question was also asked "How many use state dollars?"

Milwaukee will soon use state dollars and reimburse net lenders. Phyllis Davis reported that SCLS uses a set amount of money. They use the statistics from their shared automation system and net lenders are reimbursed. This meets the needs of libraries to show some financial return. The total budget for this is \$13,000. Ruth Montgomery reported that Arrowhead reimburses 70 cents for each item loaned, but libraries also pay each other; there was a formula which recently changed slightly (about 1/2 the state average for each item loaned). They pay from state dollars about \$70,000 – all of which goes to Hedberg. It includes reimbursement for walk-ins. The other resource library payment is only \$2,000. Jim Trojanowski reported that NWLS pays \$70,000 "in county money" based on a formula of which \$16,000 is for cross county borrowing the rest is ILL. Criteria for getting the payment include meeting minimum standards. It used to be a flat amount, but some directors complained that they had no input into the formula. Last year he asked directors and they requested that the funds be used for a collection development grant. It will become a flat amount \$2,500/library. David Weinhold reported that Eastern Shores budgets \$12,500 and provides funds in a manner similar to SCLS with funds going to net lenders. Recently, Mead Library gave up and asked them to purchase two system wide data bases. Tom Hennen reported that Waukesha County Federated Library System until 1999, used \$250,000 in state aid to reimburse walk-in transactions only. Now, payments are not from state aid, and not ILL. They use county dollars to boost net lenders and take from net borrowers. They can do this because they are a single county system. Rick Krumwiede reported that OWLS has a pot of money for net lenders excluding Appleton it is currently \$3,500 and next year will increase to \$4,000. No cash is distributed, it is used as a credit on automation system bills.

12. Legislative Update

a. 2007 – 2009 Biennial Budget status report

Mike Cross from the Division noted that the budget conference committee has approved library system aid amounts as reported from the joint finance and both the Senate and Assembly bills.

Two public library issues have not yet been resolved: the Assembly budget removes Maintenance of Effort from statutes and eliminates the exemption from levy limits on county levies (actually all reimbursement under 43-12). The Senate version of the budget has the exemption, the Assembly version does not – the Assembly bill redoes all county levy limits. The Governor's budget had only cross-county payments exempt from levy limits.

As of the meeting, it was not expected that there would be an agreement before Labor Day. The WLA lobbyist predicts a budget by September 10. Cross noted that there are currently no levy limits in law for next year [2008].

WLA is recommending that people contact local legislators to contact budget committee members to resolve the budget issues. The counties association supports the Joint Finance Committee language on county levy limits.

b. Amendment to s.43.30 concerning confidentiality of library records as they pertain to video surveillance tapes (SB 214, AB 433)

Cross reported that there will be a hearing on Wednesday on SB 214 which allows law enforcement officers to request records, and library will provide in cases where there is an event at the library. The Division has a more comprehensive bill to be introduced which would allow libraries to give records to law enforcement and collection agencies for recovery of materials; to be able to release records to protect anyone in imminent danger and to create a special standard for library video surveillance recordings which could be disclosed for illegal activity in or around the library or for violation of library regulations. This would be broader view than any of the current bills and leaves the decision in the library's hands. The language has been drafted, and needs sponsors.

There was discussion of the situation in Milwaukee and their work to revise the current Senate bill.

13. DLTCL Reports

a. Division Technology Update

Bob Bocher reported that the current version of the budget allows DOA to use E-rate funds to increase bandwidth on Badgernet. The Division has met with the state's CIO to develop a process to quickly increase bandwidth once the budget is passed. Bob asked folks to work with System IT folks to allow for budgeting of funds for new bandwidth. There was a brief article in *Channel Weekly* on the ALA study which was funded by the Gates Foundation. Bob hopes to put in a request to Gates Foundation for funding of bandwidth increases. There are a couple of grants hanging, and he will directly contact those systems. There is Gates money left from rural sustainability efforts. He has asked for permission and is hopeful that Gates will allow some training using the Webjunction online courses. He is asking that the systems to publicize the courses, and do the

registration using the single code for the state [track who requested and which course]. Total amount of funds available is \$15,000. There is a limited time, the funds must be used by December 15. These also must be for libraries serving populations of 25,000 or less. System staff can use because they provide the support and are critical to the sustainability model. Bob will check on certificate for re-certification requirements. He has also proposed using \$15,000 in ramping up e-rate participation. PCs may be replaced in 2009 under Gates grants.

b. COLAND update (Strategic Plan/Statewide Conference)

Mike Cross noted that several items were already covered. Jessica MacPhail asked a question based on the discussion at the WLA Library Development and Legislation Committee. Should we start thinking about a 40 year-plan and the really big picture? Is there a better way to fund public libraries? Bernie Bellin asked if anyone had heard about "Wisconsin Way". It appears to be a coalition including Wisconsin Education Association Coalition, the realtors, and the counties alliance. They are looking at the way that services are funded. He heard that they are planning to hold hearings around the state this fall.

c. Other reports

Michael Golrick asked about SB 1 [To permit the transfer of funds from a Municipal Library to a Foundation]. Cross reported that it has passed the Senate and is now in the House. It has not yet been reported out of committee. It may be amended to be retroactive.

Division Report: There are Gates grants for Spanish language outreach workshops. There will be training around the state later this year and early next year.

Al Zimmerman reported that public library statistical data used to be collected by the NCES, the states, and NCLIS. This collection is being moved to IMLS, and there is some stumbling through this year because of a gap in funding. He spoke briefly about the State annual report. He is still planning to meet with a group and revise system report. He noted that they are still having problems with the forms for the system plans. The form is on the web as a word document. He noted that a key component is amount of state aid which is still unknown, but the Division will not have anything until budget is passed. The electronic form will be posted on August 17. The public library 2006 stats have been completed, and will be posted soon.

He said that for budgeting purposes systems can use a 4% increase as an assumption. They expect the amounts to be final by October 15.

Jessica MacPhail asked if SRLAAW wished to create a subgroup to work with COLAND. Chair Burkhalter asked for volunteers the following volunteered: Jim Trojanowski, Bob Hafeman, Jeff Guilderson-Duwe, John Thompson, Krista Ross, Jessica MacPhail and Walter Burkhalter.

ALA Legislative Day will be held next year May 13. Jessica MacPhail is in her 3rd year as WLA Federal Legislative Advocate, next year she takes on an understudy to serve as the next Federal Legislative Advocate [a four year commitment]. Jim Trojanowski and Mark Arend expressed some interest in representing SRLAAW. South Central always

sends Board members to the ALA event and they can be very effective advocates. It was noted that Wisconsin Legislative Day is tentatively scheduled for January 22.

14. Access to state level contracts

Jeff Guilderson-Duwe: Discussion after last meeting about OCLC ILL use, spoke to COLAND at May meeting to ask for COLAND to change rule about use of WiLS etc. Committee created to include systems, Reference and Loan, to look for ways to allow access to the state level contracts. Met in July and will meet again in late August. Now talking about how to do it not whether to do it.

15. August meeting 2008

Tom Hennen made a motion, seconded by Thompson, to recognize and honor the two retirees. It was greeted with applause to signify unanimous consent. It was noted that Mary Bethke had completed 34 years of service to libraries and that Heather Eldred had completed 35 years. Heather agreed to host a social event ahead of the August SRLAAW meeting as long as the group wants to come back. Hennen moved and Hafeman seconded that SRLAAW continue to hold the August meeting in Wausau and accept the kind invitation of the Eldreds for a social event.

16. Set date and location for next meeting

The next meeting will take place just before the WLA Conference and will be held on October 16 Chair Burkhalter will work out the details of place and time.

17. Adjourn

Chair Burkhalter declared the meeting adjourned at 1:45 p.m.

Respectfully submitted,

Michael Golrick
L. E. Phillips Memorial Public Library (Eau Claire)