

System and Resource Library Administrators Association of Wisconsin  
Q1 2020 Meeting Minutes

Date: Monday, February 10, 2020

1. Call to Order – Machones called the meeting to order at 1:00 pm
2. Attendance: Sherry Machones (NWLS), Jennifer Chamberlain (Monarch), Shannon Grant (La Crosse PL), Kristen Anderson (WRLS), Martha Van Pelt (SCLS), Jessica MacPhail (Racine PL), Steven Platteter (ALS), Clairellyn Sommersmith (Winnefox), Linda Noyce (Kenosha Cty. Library), Rob Nunez (KCLS), John Thompson (IFLS), Paula Kiely (Milwaukee PL), Steve Hesel (MCFLS), Bradley Shipps (OWLS), Kristin Stoeger (MPL), Rebecca Schadrie (MCLS), Connie Meyer (Bridges), Tracy Vreeke (NFLS), and Sarah Sugden (Brown County Library)

Virtual Attendees: Bruce Gay (Waukesha PL), Collen Rortvedt (Appleton PL), David Kranz (SWLS), Pameal Westby (LEPML), Sue Heskin (SPL), Garrett Erickson (Mead), and Marla Sepnafski (WVLS)

Affiliated Organizations/Guests: Bruce Smith (WiLS), Mark Jochem (SCLS), Vicki Teal Lovely (SCLS), Marth Berninger (DPI), Ben Miller (DPI), Emily Pfothenauer (Recollection Wisconsin), Joshua Klingbeil (WVLS/LEAN WI), Clairellyn Sommersmith (Winnefox), and Joan Johnson (Milwaukee PL)

3. Proxy announcements if applicable – Rob Nunez for Barb Brattin, Linda Noyce for Kenosha Public Library, Jeff Gilderson-Duwe for Ralph Illick
4. Introductions
5. Agenda: Approval (Machones) Moved by Platteter, 2<sup>nd</sup> by Shipps, Motion Passed
6. Minutes: Q4 2019 Approval (Machones) Moved by Shipps, 2<sup>nd</sup> by Van Pelt, Motion Passed
7. Nominations for SRLAAW officers (Machones) – Slate of officers nominated as follows: Machones for president, Schadrie as vice president, and Anderson as treasurer.
8. Vote for Officers (Machones) - Vreeke moved the slate, MacPhail 2<sup>nd</sup>. There was no discussion/motion passed w/all in favor.
9. ALA National Library Legislative Day (Machones) – Registration is open. Machones is the federal coordinator for Wisconsin. The focus will most likely be on IMLS funding. Motion to reimburse LLD attendee at the rate of actual costs moved by Van Pelt, 2<sup>nd</sup> by Vreeke. Motion Passed.
10. Treasurer's Report (Anderson) – Budget presented with the addition of interest since last report. Motion to approve report made by Chamberlain, 2<sup>nd</sup> by Platteter, Motion Passed
  1. 2020 Fees – same fee structure as 2019, \$100 dues will be invoiced to each library system and each resource library. Moved by Schadrie, 2<sup>nd</sup> by Van Pelt, Motion Passed. Motion to set aside unspent balance for future projects moved by Van Pelt, 2<sup>nd</sup> by Vreeke. Motion Passed
11. LD&L Report (Meyer) – January meeting covered plans for Library Legislative Day in Madison. Discussion was had regarding how to approach the next state budget process now that a new base has been established and the rainy-day fund is higher than expected.
12. Payment to WLA for Advocacy Services (Van Pelt) Even though system state aid increased in 2019, the amount paid for advocacy services did not increase proportionately. This disparity can be addressed during the next budget cycle/contract renewal with Steve Conway. Steve established his own practice – Conway Consulting.

13. Libraries Activating Workforce Development Skills (LAWDS) Project (Berninger, Jochem) – Module #1 presentations have been scheduled in 8 out of 11 regions. The Workforce Development Board representatives are providing the training as part of Module #1. The Milwaukee County Federated Library System has a recording of a Module #1 session – it was presented to be specific to the Milwaukee area. The DWD is in the process of reorganization with Job Centers closing. DWD may deploy representatives to connect directly with the public libraries to help provide services to patrons.
14. Update from System Technology Collaboration Governance Committee (Gilderson-Duwe) – a lengthy discussion regarding the DRAFT “System and Resource Libraries Association of Wisconsin (SRLAAW) Ad Hoc Committee on Governance of System Technology Collaboration Governance Proposal”. Questions related to project management costs and voting mechanism in relation to current WPLC governance structure were discussed at length. Motion for SRLAAW to accept the governance structure as outlined in the Executive Summary of the DRAFT proposal, Moved by Vreeke, 2<sup>nd</sup> by MacPhail, Motion Passed
15. Update on Statewide System Technology Collaboration (DanJacobson) – TEACH will be upgrading head end bandwidth to 5 gigs. Working to get the core infrastructure up and running at the data centers; identical hardware was purchased for the two locations.
16. Guidelines or Best Practices for Technology Lifecycle Planning (Heser) – members will share any available life cycles already established at other systems/libraries with Steve Heser at MCFLS.
17. Modifications in Reporting for Annual Reports (Stoeger) – Library request for the DPI team to provide timetables to libraries for changes made to the upcoming annual report in advance of the release of the reporting module during the statutory submission window.
18. Auto Renewals- ILS Settings (Schadrie) – This topic will be addressed in the future, when the Director of PLD position has been filled.
19. Affiliated Organization Reports:
  1. Recollection Wisconsin – SCLS has shared documentation for using the scanning kits and completing digitization projects.
  2. DPI – 1) a conversation is taking place from the COSLA point of view regarding ebooks, 2) Badgerlink has formed an advisory committee, 3) Wisconsin is taking the lead in our focus on providing Inclusive Services, 4) 10 RIPL attendees will be funded by the DPI, 5) Cindy Fesemyer will provide census information under the Community Engagement on the PLD website, and 6) the Director position will combine oversight of both library teams; the position description is in the process of being outlined/drafted.
  3. WiLS – WiLS Annual Report was sent out. Organization is currently reviewing its business model in regard to cooperative purchasing membership fees. The annual meeting will take place on February 28<sup>th</sup>, which will also be Stef Morrill’s last day as the WiLS Director. 110 applications were received to fill the Director position. A Data Analyst position has been filled.
  4. WPLC – Project manager is working with OverDrive to address accessibility issues.
  5. WLA – Update sent via email by Plumer Lovelace
  6. COLAND – Meeting locations have been set for the 2020 meetings. There are currently three openings open to public members. The January meeting was held virtually, with the focus on PLSR, as COLAND is now the organization tasked with the oversight of that project.
20. Member Roundtable – 1) Marty reported on a SCLS Building Needs Assessment Group formed to investigate the move of the SCLS headquarter offices into a shared space/building with the statewide delivery operations. This move will be considered a public works project. 2) Nicolet’s marketing staff member is working remotely and is seeking examples of contracts for employees that work entirely from a remote location. Additionally, issues with working remotely will need to be addressed in the personnel policy. 3) OWLS is transitioning from Sierra to TLC Carl\*X. The new ILS will go live in August. TLC is a privately held company and limits new clients to three per year. 4) SCLS migrated to Bibliovation, a new

product with a new discovery layer. 5) Steve Hesel reported on the implementation of a new app from Communico that interfaces with County Cat – the app integrates with online resources such as OverDrive, RBDigital, etc. 6) Bridges has completed an RFP for CAFÉ, their online catalog. They will also be moving forward with a contract for an associated app. 7) The City of Racine was hijacked by ransomware; the public library was not affected. 8) Lakeshores, MCFLS, and Bridges provided training on cybersecurity. They are currently in a contract with KnowBe4, which is expensive.

21. Next Meeting Announcement: WAPL April 29, 3:30 pm (After WPLC, same room), Best Western Premier Waterfront Hotel & Conference Center, Oshkosh

22. Adjournment by consensus