

FINAL

System and Resource Library Administrators Association of Wisconsin Q3 2020 Meeting Minutes

Date: Friday, August 21, 2020

1. Call to Order – Machones called the meeting to order at 1:00 pm
2. Attendance: Kristen Anderson (WRLS), Barb Brattin (Kenosha), Garrett Erickson (Mead PL), Jeff Gilderson-Duwe (WLS/ Oshkosh PL), Steve Hesel (MCFLS), Susan Heskin (SPL), Ralph Illick (MCPL), Jessie Lee-Jones (Platteville PL), Karol Kennedy (Bridges), David Kranz (SWLS), Sherry Machones (NWLS), Steve Ohs (LSLS), Steven Platteter (ALS), Clairellyn Sommersmith (Winnefox), Bradley Shipps (OWLS), Collen Rortved (Appleton PL), Rebecca Schadrie (MCLS), Marla Sepnafski (WVLS), Kristin Stoeger (MPL), Sarah Sugden (Brown County PL), Martha Van Pelt (SCLS), John Thompson (IFLS), Pamela Westby (LEPMPL), Kimberly Young (Monarch).

Affiliated Organizations/Guests: Martha Berninger (DPI), Jennifer Chamberlain (WiLS), Melody Clark (WiLS), Mark Jochem (SCLS), Plumer Lovelace (WLA), Ben Miller (DPI), Emily Pfothenauer (WiLS), Bruce Smith (DPI).
3. Proxy announcements if applicable – Karol Kennedy (Bridges) for Bruce Gay (Waukesha PL) and Bradley Shipps (OWLS) for Tracy Vreeke (NFLS).
4. Introductions
5. Agenda: Approval (Machones) Moved by Anderson, 2nd by Kennedy, Motion Passed
6. Minutes: Q2 2020 Approval (Machones) Moved by Thompson, 2nd by Gilderson-Duwe, Motion Passed
7. Treasurer's Report (Anderson) – Anderson noted that the date at the bottom of the Treasurer's report should read "Funds as of August 14, 2020" were \$6,600.54. Motion to approve report made by Platteter, 2nd by Van Pelt, Motion Passed
8. LD&L Report – Machones asked if there were any questions about the report submitted by Gay (who was not present). LD&L committee members are working with DPI to create next budget. Steve Conway continues to lobby legislators on behalf of Wisconsin Libraries.
 - a. A question was asked about Steve Conway's interpretation of the legislator's mood as the LD&L committee crafts a budget for the next cycle. Ohs responded that Conway was cautiously optimistic that there would be no serious pushback to system funding, especially since the monies are pulled from the Universal Service Fund.
 - b. Hesel asked if there was any sense of how the state's general fund budget will look and whether a re-work might be needed. Ohs stated that he really did not have the information to speculate.
9. Libraries Activating Workforce Development Skills (LAWDS) Project (Berninger, Jochem) –
 - a. Jochem – Since the last SRLAAW meeting, two training sessions have been provided by DWD. The first session dealt with unemployment insurance and the second session focused on the Job Center of Wisconsin, including a resume creation tool. Both trainings were well attended. Jochem mentioned that DPI has created a webpage featuring information about the project which can be found at: <https://dpi.wi.gov/pld/lawds>. He stated that there were a total of four planned training topics.
 - b. Berninger – Clarified that one of the training sessions had already taken place and had focused on workforce development boards on their roles and responsibilities. She expected the final training to take place in October.

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10. SRLAAW Membership Requirement for Email List (Machones) –Some retirees would like to stay informed by continuing to be members of the SRLAAW list, so the group felt a policy was needed. Subsequently, the SRLAAW Executive Committee developed the policy presented.
 - a. Van Pelt – Read the language as only one person could represent an organization and inquired about adding language that would include designees. Discussion followed as to whether the language covers other executive staff.
 - b. The following policy statement was modified and agreed to by consensus: “Listserv access will be granted to individuals that hold a current executive administrative positions in a library system or resource library.” Moved as amended by Gilderson-Duwe, 2nd by Westby, Motion Passed
11. Impact of Covid-19 on Libraries.
 - a. Hesper inquired about whether anyone was cleaning the inside or outside of delivery bins. Shipps and Kennedy stated that their system staff were cleaning the outside of the bins. Kranz stated that they had not made a definite decision, but were leaning toward cleaning the outside of the bin where people touch. Shipps stated the inside is already quarantined for four days so they don't do anything to inside area of bin.
 - b. Sommersmith asked for clarification of the goal of quarantining materials. She stated that the science she is reading is disputing whether the virus can easily be transmitted by touching surfaces and that by extending quarantines, we are losing relevancy with our customer base. Smith stated that DPI staff are evaluating the third round of results from the Realm Test, as well as an article in the Lancet by Emanuel Goldman and from other sources that the initial tests on surface transmission probability were exaggerated. He stated that they had come across an article that stated that CDC tracers could not attribute a single case to surface transmission. DPI staff want to be conservative in giving direction to library staff since safety is paramount. However, they are aware that the emerging science is contrary to their earlier published guidelines. Several directors also stated that they are skeptical of the probability of surface transmission after doing some research. However, many library staff still remain skittish. A suggestion was made that DPI come up with guides or talking points in regards to older HVAC systems as well. DPI will be issuing an update to guidelines for handling materials at some point in the near future.
 - c. Budget impacts – Ohs stated that Racine PL was asked to formulate 2021 budgets with 10%, 15% and 20% decreases. He stated that some municipalities may use Covid as a cover to cut library budgets. Van Pelt stated that Madison PL was asked to present a 10% cut in their 2021 budget, so they are closing the Monroe Street Branch which was very small and cramped. Hesper stated the Milwaukee system library budgets will be very similar to last year. Brattin stated that Kenosha budget will likely be flat in 2021, but 2022 may be more difficult. Anderson agreed that 2022 may be the more difficult year. Westby reported that Eau Claire PL is in the process of building a new library and are not filling open positions due to reduced service. She expects a flat budget in 2021. The new library will be designed with Covid in mind, such as more personal spacing and a drive thru window.
 - d. HVAC – Ohs reiterated the need for tools to help library staff assess the risk of Covid spreading throughout a building based on age and type of HVAC system. Rortvedt and Machones concurred. Miler and Smith stated that DPI will continue to search for and assess any current studies or literature available.

12. Affiliated Organization Reports:

- a. Recollection Wisconsin – Pfotenhauer submitted a written report. Two items not in the written report: The governing body of PLA's Digital Public Library of America has adopted an ideas statement consisting of four parts: Diversity, Equity, Access and Social Justice. These pillars will be used in evaluating work moving forward. Also, they noted an increase in usage of 50% between quarter one and quarter two of this year.
- b. DPI – Kurt Kiefer sent out a written report. No questions.
- c. WiLS – Chamberlain submitted a written report. Chamberlain was delighted to have an increase in proposals for the Ideas to Action Project. No questions.
- d. WPLC – The WPLC report was submitted by Anderson. Van Pelt asked if additional stats could be added that compared this year's monthly stats to last year's monthly stats. I.E. March 2019 to March 2020. Clark responded that she thought that the data had been pulled already and perhaps shared in other places. She did not think it would be a problem to add those statistics next time the report is run.
- e. WLA – Director Lovelace submitted a written report. He added two items to his written report. The government information SIG will be holding a virtual information day on Friday, November 13th. Also, the leadership development institute was scheduled to meet December 8-10th. However, Madison PL has cancelled all of their meeting space usage and events for the remainder of the year, so the institute situation for 2020 is fluid at this point. A decision about whether to hold the event will be made within a few weeks. No questions.
- f. COLAND – Van Pelt reported that a new chair had been elected at the July 10th meeting. Jaime Healy-Plotkin was elected and currently works at the state law library in Madison. The next Coland meeting will be held on September 11th. No questions.

13. Member Roundtable

- a. Van Pelt reported that SCLS needs to update the Drupal backend of their member libraries websites by fall of 2022 or risk losing technical support. Cost is estimated at \$40,000-80,000. She wondered if anyone else was using Drupal. Shipps stated that OWLS is using Drupal, however, she did not know if that was the long term plan. Several directors reported that they recently moved or plan to move from Drupal to Wordpress platform.
- b. Shipps reported that OWLS ILS migration is going well. There was one data migration issue which was later rectified. They are now working on determining workflows and customizing notifications. They have been very happy with their vendor.
- c. Hesper reported that Paula Kiely is retiring and Joan Johnson had been appointed as her successor.

14. Next Meeting Announcement: The next meeting is scheduled for October. A Doodle poll will be sent out soon.

15. Adjournment (Machones). Moved by Platteter. 2nd by Thompson. Motion passed. Meeting adjourned at 2:30 pm.