



TO: Board of Trustees, WISCONSIN VALLEY LIBRARY SERVICE
FROM: Marla Sepnafski, Director

CALL TO MEETING

The bi-monthly meeting of the WVLS Board of Trustees will be held on Saturday, **November 16, 2013** at **9:30 a.m.** in the **Wisconsin Valley Library Service**, 300 N. First Street, Wausau.

AGENDA:

1. Call to order
2. Roll call
3. Consent agenda items:
 - ...adoption of agenda order
 - ...minutes of September 21, 2013 meeting; *(exhibit 1)*
4. Financial reports and current bills *(exhibits 2-6)*
5. Concerns, comments, and reports from area library personnel and trustees
6. Reports:
 - ...Resource Library *(exhibit 7)*
 - ...WLTF/WLA Conference
 - ...COLAND *(exhibit 8 to be handed out at meeting)*
 - ...V-Cat Steering Committee *(exhibit 9 to be handed out at meeting)*
 - ...WVLS Director *(exhibit 10)*
 - ...V-Cat Council *(exhibit 11)*
7. Conference Travel Opportunities/Reimbursements for Trustees *(exhibit 12)*
8. Portrait of WVLS Board Members
9. Project WIN Grant Proposal *(exhibit 13 to be handed out at meeting)*
10. Appointment of 2014 LAC Members
11. Appointment of 2014 V-Cat Steering Committee Members
12. *Appointment of Nominating Committee *(3 trustees who will present a slate of officers and Executive Committee members at the January 18, 2014 meeting)*
13. Temporary appointment of President (Sturzl), Vice-President (Lay), and Treasurer (Otten) to retain duties from January 1, 2014 through the first 2014 board meeting
14. I-Pad Distribution – Comments and Concerns
15. Wessler Scholarship Report
16. Next meeting dates
 - ...WVLS Executive Committee – date not set
 - ...WVLS V-Cat Steering Committee – Friday, December 13, 2013 – WVLS Office – 1:00 – 3:00 p.m.
 - ...WVLS Board of Trustees – Saturday, January 18, 2014 – WVLS Office - 9:30 a.m.
17. Adjournment

***The Nominating Committee will meet following the adjournment of this meeting to determine a slate of officers and Executive Committee members for presentation at the January 2014 board meeting.**

PLEASE NOTE:

- Trustees who are unable to attend are asked to call 715/261-7250 by 3:00 p.m., Friday, November 15th.
- The proceedings of the meeting will be taped.
- Any person planning to attend this meeting who needs some type of special accommodation in order to participate should notify the WVLS office at 715/261-7250.
- This agenda has been sent to the official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor counties.

WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
 September 21, 2013
 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 November 16, 2013.

President Alice Sturzl called the meeting to order at 9:35 AM and announced that WVLS Director Marla Sepnanski was absent due to the passing of her mother, former WVLS employee Fay Maas, on September 20.

Roll call was taken by Wendt and it was determined a quorum was present.

Present

Alice Sturzl, President
 Douglas Lay, Vice-President
 Jim Backus, member
 Tom Bobrofsky, member
 Tyson Cain, member
 Peg Jopek, member
 Paul Knuth, member
 Beth Martin, member
 Louise Olszewski, member
 Pat Pechura, member
 Marilyn Sauer, member
 Kris Uhlig, member

Excused

Audrey Ascher, member
 Michael Otten, Treasurer
 Eileen Grunseth, member

Others Present

Inese Christman, WVLS Assistant Director
 Kris Adams Wendt, WVLS Consultant
 Josh Klingbeil, WVLS IT Director
 Augo Hildebrand, WVLS staff
 Susie Hafemeister, WVLS staff
 Judy Bobrofsky, Director, Loyal Public Library

Consent Agenda Items: Adoption of agenda and approval of minutes (Exhibit 1)

Sturzl asked to adopt the agenda after tabling item 13 (Portrait of WVLS members), as well as for approval of the minutes of the August 17, 2013 meeting. Jopek noted an error under the "concerns, comments and reports" section where her contribution should read: "Jopek mentioned a program on the Ice Age Trail presented by her husband Joe at the Crandon Public Library in July and expressed appreciation for assistance provided by Crandon Public Library Director Michelle Gobert, especially on the evening of the presentation."

Lay/Olszewski motion to accept the consent agenda items as presented and amended. All aye. Motion carried.

Financial Reports and Current Bills: (Exhibits 2-6)

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

Treasurer's Report: (Exhibit 7)

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

Concerns, comments and reports from area library personnel and trustees:

Olszewski shared a clipping about Kentucky Tea party members who have gone to court to challenge the authority of library districts to raise taxes, stemming from confusion about laws in the state governing special taxing districts. She also circulated the library newsletter from Dakota County, MN. **Backus** mentioned that an estimated 6 million of the newly released Apple iPhone 5s are expected to be sold over the weekend. **Christman** wished **Judy Bobrofsky** a happy birthday!

REPORTS**Resource Library Report: (Exhibit 7)**

In the absence of MCPL Director Ralph Illick, members were directed to his written report and moved on.

WLTF Report: (Exhibit 8)

For the benefit of new board members, **Backus** provided an overview of recent changes in WLTF Board members and governance during reorganization efforts. **Sturzl** is continuing as WLTF representative to the WLA Board.

COLAND: (Exhibit 9)

Lay referenced the agenda of the September 20 COLAND meeting in Monona as distributed. Many of the items discussed were draft reports which cannot be distributed until they are in final form and will be shared with WVLS board members when completed. Another meeting was held between DLT staff members and the Governor's appointments secretary, as 12 of the 19 seats are still either vacant or occupied by members whose terms have expired (including **Wendt** who applied for reappointment). More names are being sought for vacancies among the 10 public (non-librarian) member slots and recommendations would be welcome from the WVLS area. Either **Lay** or **Wendt** can provide additional information. It is hoped this matter will be addressed in early October. COLAND's November 8 meeting is scheduled for Minocqua.

WVLS Director's Report: (Exhibit 10)

Christman gave the director's report in the absence of **Sepnanski**. Greenwood Public Library Director **Kim Metzke** is the recipient of the School of Library and Information Science CE Scholarship Competition grant for tuition to basic certification courses. A *Star News* article about the retirement of Jean M. Thomsen Memorial Library (Stetsonville) Director **Pat Reich** was circulated. The Rib Lake Public Library has posted application information for the director's position in response to **David Judell's** pending retirement. **Walter Burkhalter** has just been named director of the Outagamie Waupaca Library System (OWLS) following the retirement of **Rick Krumwiede**; leaving a vacancy on the DPI/DLT Public Library Development Team.

V-Cat committee members and WVLS staff are in the process of developing Sierra training materials to be posted to the V-Cat website. Staff from member libraries will have individual access passwords and accounts because much of the information being shared is proprietary to the vendor and must be protected. WVLS staff members are also doing Sierra and cataloging trainings at member libraries. Consumer.gov "what you need to know" packets have been distributed to member libraries; a sample was circulated to board members. Information about bedbug infestations in libraries, particularly concerning donated books was shared. RecollectionWisconsin.org is the new website name for the Wisconsin Heritage digitation project. The Sunday State Journal article announcing the Madison Public Library's new downtown library's grand opening on September 21 was shared. The WPLC Board is meeting on September 25 and will be considering using the "new vendor" set aside portion of the digital

buying pool to cover acquisition and statewide implementation of Zinio digital (magazine) newsstand.

Christman drew the Board's attention to the WVLS Staff Report for January – August 2013. **Lay/Knuth motion to approve the January – August 2013 WVLS Staff Report as presented. All aye. Motion carried.**

V-Cat Steering Committee: (Exhibit 11)

Christman gave an update on talks among representatives from WVLS, NWLS and ILS regarding potential ILS merger and other collaborative endeavors. All three systems now use the same version of Sierra. **Sturzl** gave an update on V-Cat Steering Committee progress on the by-laws revision process which is taking more time than anticipated. The committee meets next on October 15 and may need an extension into 2014 for completion. She reiterated that all appropriate WVLS entities will have an opportunity to review the draft prior to final approval by the WVLS Board. It was pointed out that email invitations to all WVLS, IFLS and NWLS library staff were sent so as to have one person from each library attend sessions on October 29 or 30 and participate in discussion about the vision for creating one shared integrated library system (ILS) from the three existing systems. The meetings will provide an opportunity to join the conversation and offer feedback for this essential planning process.

Policy on Telecommuting – draft (Exhibit 12)

Christman and **Hildebrand** outlined provisions of the WVLS Telecommuting Policy which was reviewed by WVLS legal counsel. The policy is flexible on a project by project basis and does not allow full time extended telecommuting. **Sturzl** noted that having a telecommuting option is becoming quite common, citing similar consideration extended to the newly hired WLA Executive Director.

Bobrofsky/Knuth motion to approve the WVLS Telecommuting Policy as presented. All aye. Motion carried.

2014 System Plan: (Exhibit 13)

Christman indicated that the 2014 System Plan was returning to the table for final approval without any changes since the last meeting.

Lay/Jopek motion to approve the 2014 WVLS System Plan as presented. All aye. Motion carried.

2014 WVLS System Budget: (Exhibit 14)

Hildebrand circulated the latest information about employee health insurance options and indicated that the budget was constructed to accommodate any changes from single to family status.

Knuth/Olszewski motion to accept the 2014 WVLS system budget as presented. All aye. Motion carried.

WVLS Equipment User Agreement – draft: (Exhibit 15)

Christman and **Klingbeil** led discussion of the document accompanying distribution of the WVLS owned i-Pads to board members for use in accessing informational meeting packets in digital form. In response to a question from **Lay**, **Klingbeil** clarified that, should a member leave the board, purchase of his/her device at replacement cost for continued personal use was not an option due to the potential for misinterpretation of the transfer of public assets to private individuals at any cost.

Bobrofsky/Lay motion to accept the WVLS Equipment User Agreement as presented. All aye. Motion carried.

Conference Travel Opportunities/Reimbursements for Trustees:

Bobrofsky asked for consideration of a more consistent way of budgeting appropriately for anticipated trustee attendance at WLA Fall Conference, WAPL conference and biennial PLA national conference. He suggested that the opportunity to participate be offered to members on a rotating basis in whatever ranked order the board might devise. During the average 3 year term, each member should have the opportunity to go to at least one WLA Fall Conference and one WAPL Conference with WVLS assistance; perhaps more frequently if those on the list ahead of a particular member in any given year declined the opportunity. **Bobrofsky** would like to encourage members who have not attended conferences to do so while fairly allocating available resources for trustee education in any given year. Trustees could attend conferences any time at their own expense if it was not their turn for WVLS assistance. **Sturzl** and **Lay** pointed out that commitments to WLTF leadership could require member presence at conferences in successive years. **Hildebrand** was requested to research past costs and practices among other systems for the board's information. Having been raised at this meeting for discussion only, the topic was held over to the November agenda for potential action.

Legislative Update:

Wendt distributed a press release from Assembly Speaker Robin Vos detailing the creation of a new Bipartisan Task Force on Rural Schools to be chaired by Rep. Rob Swearingen from the 34th Assembly District, and including four other Assembly members from WVLS counties: Representatives Mary Czaja, Mary Williams, Jeff Mursau and Mandy Wright.

Wendt provided additional information about AB288, the bill introduced by Rep. Dave Murphy "relating to library service reimbursements from counties that operate libraries to adjacent county libraries." A hearing was held by the Assembly Urban & Local Affairs Committee on September 17, at which MCPL Director Ralph Illick testified against the bill under instruction from the MCPL Board after its members passed a resolution against AB288 on September 16. The Assembly committee did not move into executive session to vote on the same day. Paul Nelson testified on behalf of WLA, "for information" without taking a position on the bill except to urge it be tabled pending the report of a working group on cross border borrowing which has been appointed by incoming WLA President Krista Ross. The working group (of which **Wendt** is a member) will meet for the first time on October 7 and is expected to make recommendations by November 30, 2013. WLA has taken the position that legislation addressing a disagreement between library entities in one location without regard for potential unintended statewide consequences should not move forward without the benefit of discussion among members of the greater library community charged with making recommendations within a wider frame of reference.

Considerable discussion ensued. (The matter was temporarily set aside to allow enough time for i-Pad distribution and training, then resumed.) Individual letter writing was at first proposed, given that AB288 could affect WVLS counties in different ways. However, consensus was eventually reached that the WVLS Board represents the best interests of the system as a whole and also has an obligation to consider the welfare of libraries throughout the entire state; it would be best to send a unified message supporting the WLA position. The following motion was approved, with **Wendt** directed by **Sturzl** to convey it to the appropriate parties.

BACKUS/CAIN MOTION that whereas the Wisconsin Valley Library Service Board of Trustees recognizes that passage of AB 288 would change statutory language regarding cross border borrowing payments in a way that could potentially have both positive and negative impact on WVLS member counties as well as other areas of the state, the WVLS Board supports efforts underway by the Wisconsin Library Association to achieve consensus among the library community and make recommendations by November 30, 2013 and respectfully requests that the Committee on Urban and Local Affairs table AB 288 until that report is delivered. The

Board further directs WVLS staff to convey this motion via email to the members of the Assembly Committee on Urban and Local Affairs, with copies sent to all legislators serving WVLS counties, as well as the presidents of the Brown County Public Library Board of Trustees and the Outagamie Waupaca Library System Board of Trustees. All aye. Motion carried. All aye. Motion carried.

I-Pad Disbursement; Demonstration on I-Pad Use and How to Access WVLS Board Meeting Information:

Klingbeil conducted a training session to familiarize board members with i-Pad access to board meeting information.

Future meeting dates:

WVLS V-Cat Steering Committee – Tuesday, October 15, 2013, WVLS Office
COLAND meeting in Minocqua – Friday, November 8, 2013 at Minocqua Public Library
WVLS Board of Trustees – Saturday, November 16, 2013, 9:30 AM, WVLS Office
WVLS Executive Committee – date to be determined

Adjournment:

Pechura/Jopek motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:55 PM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder

