

WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
 August 16, 2014
 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 September 20, 2014.

President Tom Bobrofsky called the meeting to order at 9:30 AM. He introduced new member Elaine Younger, who will represent Marathon County, replacing Kris Uhlig. He also recognized Alice Sturzl with a certificate commemorating her term of service as board president.

Roll call was taken by Wendt and a quorum was declared.

Present

Tom Bobrofsky, President
 Douglas Lay, Vice-President
 Michael Otten, Treasurer
 Audrey Ascher, member
 Jim Backus, member
 Tyson Cain, member
 Eileen Grunseth, member
 Peg Jopek, member
 Paul Knuth, member
 Beth Martin, member
 Louise Olszewski, member
 Pat Pechura, member
 Alice Sturzl, member
 Elaine Younger, member

Others Present

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

Excused

Marilyn Sauer, member

CONSENT AGENDA ITEMS: ADOPTION OF AGENDA AND APPROVAL OF MINUTES (Exhibit 1)

Bobrofsky asked to adopt the agenda as well as for approval of the minutes of the April 5, 2014 meeting.

Pechura/Olszewski motion to adopt the consent agenda items as presented. All aye. Motion carried.

Lay/Knuth motion to approve the minutes of the full board meeting of May 17, 2014 and Executive Committee meeting of June 10, 2014 as written. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS: (Exhibits 2-6)

On page 1 of the accounts payable report (Exhibit 2b) change amount for "Lowell Center; WILS Peer Council lodging" from 78 to \$78.00. Also noted that \$2.66 in automobile rental was an addendum to the \$186.74 entry above.

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

PERFORMANCE EVALUATION OF THE WVLS DIRECTOR

Otten/Olszewski motion to convene into closed session for consideration of the performance evaluation of the WVLS Director as authorized by Wisconsin Statutes Section 19.85 (1)(c). All aye on a roll call vote. Motion carried.

The board entered closed session at 9:45 AM and invited Sepnafski back into the meeting at approximately 9:55 AM. Following that interview other staff members and guests rejoined the meeting.

Ascher/Olszewski motion to approve the WVLS Director performance evaluation. All aye. Motion carried.

Bobrofsky announced that **Sepnafski** received the Inaugural Alva Rankin Memorial Award from Leadership Wisconsin at the July Legacy of Leadership Celebration in Plover. Award winners are selected by their peers in the program. The award was created in memory of a program alumnus and is presented to a recent Leadership Wisconsin graduate who best exemplifies program ideals.

REPORTS

RESOURCE LIBRARY: (Exhibit 7)

Members were directed to the MCPL Board minutes and director's report included among the documents posted to the WVLS website. **Ascher** noted that the June MCPL Board minutes incorrectly indicated she was presiding but she was actually absent.

WLTF:

Sturzl reported that the WLTF board has not met since WAPL Conference in May and a GoToMeeting is planned for September 7. She attended a WLA Board meeting on August 15 at which it was announced that Sonja Ackerman has been appointed to represent WEMTA on the WLA Board.

WVLS DIRECTOR: (Exhibit 8)

Sepnafski reported that on August 7 the V-Cat Council, 24-member library ILS consortium of WVLS, voted 14-8-2 on a motion to merge together the ILS consortiums in WVLS and Northern Waters Library System (NWLS). The vote indicated a majority in favor of a merger, but lacked the two-thirds support needed to move the initiative forward. NWLS required a simple majority to support a merger; however the vote fell short at 8-17. This merger investigation was a very new and unfamiliar experience for systems and member libraries. While the vote didn't pass, the year-long experience helped WVLS to grow and to gain insights which might not have otherwise been learned. Having a greater knowledge about the cultures of neighboring systems and member libraries, as well as an increased awareness of the challenges to impact change and how member libraries and boards approach risk, will benefit future planning/collaborative efforts. Time will be set aside at the upcoming WVLS Listening Session and other regularly scheduled meetings to discuss the results, and potential next steps. Sepnafski acknowledged and thanked the WVLS public library directors who participated on committees and helped to develop recommendations and a structure for a merger; the library staffs and boards that raised questions, shared feedback and provided support over the last several months; the WILS (Wisconsin Library Services) staff for their expertise and project facilitation; and most importantly, the WVLS staff and board for encouraging a culture of experimentation and innovation. Discussion ensued.

Chatterbox Charities once again offered WVLS 4 tickets to a pre-season Green Bay Packers football game as a SLP wrap-up bonus. Member libraries that expressed interest in receiving the tickets to the August 28th exhibition game between the Green Bay Packers and Kansas City Chiefs at Lambeau Field were placed into a drawing and Loyal Public Library won the drawing. The tickets will be shared with a 2014 SLP reader and his/her family as soon as WVLS receives the tickets.

The Division for Libraries and Technology (DLT) is using a 2014 LSTA grant to provide a “boot camp” for new public library directors. This project is a first step in a statewide effort to prepare new directors for success. This year’s boot camp closely parallels the initial 2012 workshop and WVLS Consultant Kris Adams Wendt will once again be a featured speaker to talk on the topic of advocacy.

Utilizing WiscNet Datacenter Services (<http://wiscnet.net/wiscnet-datacenter-services/>), WVLS IT Director Joshua Klingbeil is working to migrate much of the WVLS networking and virtualization infrastructure into the Chippewa Valley Technical College (CVTC) Remote Datacenter (RDC) in Eau Claire. This move was catalyzed by a recent failure of some fairly expensive hardware at WVLS headquarters. Upon researching direct replacement options, as well as some other options (like a full migration to cloud services), he determined that a migration to the RDC would be the best current option.

As Klingbeil was investigating the RDC, he learned that the Indianhead Federated Library System (IFLS) was also looking to move into the RDC. They had their own set of needs and were going to be moving equipment regardless of WVLS decisions. IFLS and WVLS had already discussed the sharing of the WVLS virtualization platform, and working to share space in the RDC meant access to more space, at a lower cost. This first step of “moving in together” is one that will make it easier for us to start sharing some capital acquisition and maintenance expenses, and reducing the duplication of capital expenditure and infrastructure management between IT departments at each system. We are also in communications with Northern Waters Library Service (NWLS) in this regard, as there is potential for a mutually beneficial partnership with them as well.

In an effort to develop public-private-partnerships, WVLS has begun piloting a resource sharing effort with WiLS. WVLS has provisioned a virtual server for WiLS to experiment with, and is working on developing a better understanding of its ability to strengthen the library community by empowering public and private partners with access to advanced technology services in a fair and equitable manner.

The Milwaukee County Federated Library System Board selected **Bruce Gay** as the new director of the system. Gay has been the Technical Services and Collections Director at the Milwaukee Public Library since 2003. Former director of the Clinton Public Library (Iowa) **Amy Birtell** has been hired as the new director of the Eastern Shores Library System. WVLS Database Administrator **Kyle Schulz** resigned in May to take a position at a university library in Michigan. WVLS recently interviewed applicants for this position and we hope to make a decision on this position within the next week. **Erica Brewster** has been selected to be the director of the E.U. Demmer Library (Three Lakes). Former director **Janet Dixon** stepped down from that post to take a different position requiring fewer hours. Director searches are in progress in Rhinelander (former director **Ed Hughes** left in May to assume a director position at the First Regional Library in Mississippi), Loyal (**Judy Bobrofsky** announced she will be retiring on September 30th), and Wabeno (**Carol Lee Saffiotti Hughes** recently announced that she plans to retire in September).

V-CAT COUNCIL: (Exhibit 9)

Members were directed to the information in their electronic packets.

V-CAT STEERING COMMITTEE: (Exhibit 10)

Sturzl reported on the meetings in June and July. The committee’s work is done for 2014; members to the 2015 committee will be brought to the November meeting by **Bobrofsky** for approval. **Sturzl** requested permission to take up **Agenda Item 12 (V-Cat Participation**

Agreement - Exhibit 15). With its approval, V-Cat membership will be open to all libraries of any type, in addition to public library members. **Knuth** complimented **Sturzl** on her leadership during the long and rigorous process. **Bobrofsky** thanked the committee for its work. **Ascher/Pechura motion to accept the V-Cat Participation Agreement as presented. All aye. Motion carried.**

COLAND: (Exhibit11)

Lay reported on the COLAND meeting in Mauston on July 11. At the request of Superintendent of Public Instruction **Tony Evers** following his meeting with COLAND on May 16, a work group composed of seven COLAND has been established to study current system structure and possible redesign. The group is chaired by **Kathy Pletcher** and will collaborate with DPI and various stakeholder groups. **Lay** is a member.

The System and Resource Library Administrators' Association of Wisconsin (SRLAAW) had compiled a substantial amount of information for a report issued in 2013 but was unable to come to consensus on a forward vision. The SRLAAW recommendations that resulted were subsequently discussed at the WLA legislative committee table last year. One recommendation that moved forward was adopting a suggestion regarding system organization and efficiency originally proposed by members of the legislature's Joint Finance Committee. DPI is generating solid information from their leadership on LEAN studies that can be applicable to considerations of system redesign. However, while there is no lack of studies, no consensus on practical recommendations has resulted. Within the library community COLAND emerged as the library entity most likely to succeed with developing such a recommendation for the Superintendent, particularly since its members are appointed by the Governor and it is statutorily charged with making recommendations "to the State Superintendent, Governor, and the Legislature....to ensure that all state citizens have access to library and information service."

DPI needs firm, actionable recommendations that are in line with legislative realities. Superintendent **Evers** strongly encouraged urgent action by the library community in their own best interests, indicating he would need recommendations by January, latest, particularly if any legislative changes were warranted. The COLAND systems work group will meet one more time before reporting preliminary recommendations to the entire COLAND membership at its September 12 meeting in Keshena.

Legislative Committee: Wendt complimented **Lay's** report. She distributed a post-primary list of key legislative races in assembly and senate districts within WVLS member counties and asked board members to be proactive in encouraging library directors, local trustees and library supporters to reach out to incumbents and candidates during the fall campaign season. It's important to be proactive in establishing relationships with legislators and acquaint them with the vital work that libraries do, rather than being merely reactive as the deliberations for the next state budget unfold.

WVLS COLLECTION DEVELOPMENT COMMITTEE (CDC) RECOMMENDATIONS (Exhibit 13)

Sturzl reported that the Collection Development Committee met on June 19 and referenced the meeting minutes as distributed. The committee was disbanded at this meeting. All WVLS deposit collections have been redistributed to member libraries and the system is no longer purchasing newspapers for the resource library collection. V-Cat now includes all WVLS member libraries except one. The need for the CDC to coordinate purchases in particular subject areas by V-Cat member libraries as the consortium grew is past. The WVLS system plan, which addresses collection development throughout and is reviewed by LAC and the

WVLS Board essentially duplicates the CDC Plan. Certificates of appreciation will be delivered to CDC members.

Olszewski/Pechura motion to accept the recommendation to disband the WVLS Collection Development Committee. All aye. Motion carried.

After a 10 minute break, board members engaged in a round robin of introductions for the benefit of new member Younger.

NWLS/WVLS ILS MERGER:

Discussion having occurred on this topic during the Director's Report, **Sepnafski** distributed copies of the Project WIN merger report that was written to assist local library directors and trustees prior to the August 7 vote.

2015 LSTA TECHNOLOGY BLOCK GRANT: (Exhibit 14)

Klingbeil presented an overview of the 2015 LSTA Technology (non-competitive) Block Grant proposal by project track: \$11,200 mobile creative/maker space kits, \$8,400 facilitation and enhancement of digital content projects, \$8,400 continuation of the network security and bandwidth capacity upgrade project.

Knuth/Sturzl motion to approve the 2015 Technology Block Grant proposal and fund expenditures as outlined. All aye. Motion carried.

V-CAT PARTICIPATION AGREEMENT: (Exhibit 15) was previously discussed and acted upon as part of the V-Cat Steering Committee report.

2015 TECHNOLOGY SUPPORT: (Exhibit 16)

Klingbeil presented an overview of the 2015 Technology Planning Guide Budget Narrative with 2016 Preview for assisting libraries in the planning of 2015 budgets, as previously distributed.

Grunseth/Pechura motion to approve the 2015 Technology Planning Guide as presented. All aye. Motion carried.

2015 SYSTEM PLAN – Draft: (Exhibit 17)

Sepnafski presented the 2015 WVLS System Plan, noting the additions which appeared in bold print throughout the document. It was noted that this is the first draft, which will also be shared with the Library Advisory Committee at its August 21 meeting. Any changes suggested at LAC will be brought back to the WVLS Board for final approval in September.

Ascher/Sturzl motion to approve the draft 2015 WVLS System Plan as presented pending input from the Library Advisory Committee. All aye. Motion carried.

2015 SYSTEM BUDGET – Draft: (Exhibit 18)

Sepnafski facilitated first review and discussion of the 2015 WVLS System Budget, noting that state aids have again remained flat and there are no major changes. The draft budget supports all of the goals and activities outlined in the draft 2015 System Plan, includes a 15% increase in health insurance, fully supports a third courier stop for all V-Cat member libraries and service sites, and moves the database administrator position from 32 hours/week to full-time. Members were given a month to consider the budget before the final reading. Like the System Plan, the draft budget document will also be shared with the Library Advisory Committee, with suggestions and concerns brought back to the WVLS Board for final discussion and approval in September.

Backus/Knuth motion to approve the draft 2015 WVLS System Budget as presented pending input from the Library Advisory Committee. All aye. Motion carried.

ASSOCIATION FOR RURAL & SMALL LIBRARIES ANNUAL CONFERENCE – Scholarship opportunity: (Exhibit 19)

This topic was originally raised at the May meeting and research was requested to determine average cost to attend. Following discussion, consensus was reached on the necessity of deferring this decision, given that the conference in question is September 3-6 and inadequate time remained to implement a scholarship selection process.

Sturzl/Knuth motion to table establishing a scholarship for attendance at the Association for Rural & Small Libraries Annual Conference until 2015 and start the process earlier in the year. All aye. Motion carried.

CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:

Jopek complimented Antigo Public Library youth librarian, Jackie Rammer, for the excellent Summer Library Program she implemented in their community and attendant positive publicity for the library. **Backus** shared a technological moment regarding the use of digital photography by the NFL using iPads. He requested 10 minutes on the September agenda to talk about LEAN processes (where it came from and what it involves) based on his experience in the manufacturing world.

VIDEO CONFERENCE DEMONSTRATION:

Klingbeil and Heitman demonstrated the potential for video conferencing using the digital whiteboard. Multi-point video technology can be applied to remote attendance by multiple board members at future meetings.

WESSLER SCHOLARSHIP APPLICATIONS:

No applications were received.

NEXT MEETING DATES:

WVLS Library Advisory Committee – August 21, 9:30 AM, WVLS Office
Future WVLS Board of Trustees dates: September 20, November 15.

Future agenda items: Sepnafski indicated a draft disaster plan will be shared at the next meeting.

Adjournment:

Pechura/Grunseth motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:35 PM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder