WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
November 14, 2015
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 January 16, 2016.

President Tom Bobrofsky called the meeting to order at 9:32 AM.

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

Present	**Others Present**
Tom Bobrofsky, President	Marla Sepnafski, WVLS Director
Douglas Lay, Vice-President	Inese Christman, Assistant Director
Michael Otten, Treasurer	Kris Adams Wendt, WVLS staff
Jim Backus, member	Augo Hildebrand, WVLS staff
Tyson Cain, member	Susie Hafemeister, WVLS staff
Eileen Grunseth, member	Julie Beloungy, Director, Thorp Public Library
Peg Jopek, member	Judy Bobrofsky
Paul Knuth, member	
Beth Martin, member	
Pat Pechura, member	
Katie Rosenberg, member	
Marilyn Sauer, member	
Alice Sturzl, member	
Elaine Younger, member	

Excused
Louise Olszewski, member

Bobrofsky congratulated **Sturzl** as the 2015 Wisconsin Library Association Trustee of the Year and thanked her for all her hard work and contributions to Wisconsin Valley Library Service, member libraries in Forest County and the Edith Evans Community Library (Laona) in particular. She received a round of applause from her friends and colleagues around the table, many of whom were sporting commemorative red t-shirts honoring her 30 years of service.

CONSENT AGENDA ITEMS: (Exhibit 1)
No changes were made to the agenda order.
Lay/Pechura motion to accept the agenda as posted. All aye. Motion carried.
Lay/Pechura motion to approve September 19, 2015 meeting minutes as presented. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS: (Exhibits 2-7)
Lay/Otten motion to accept and approve the financial reports and current bills as presented. All aye. Motion carried.

REPORTS:

RESOURCE LIBRARY: (Exhibit 8) Members were directed to the MCPL Board minutes and director's report included among their meeting documents. **Rosenberg** gave an update on the planning and visioning process underway that include a potential partnership with the Marathon Co. Children's Museum.

WLTF/WLA Conference: Backus reported the most recent WLTF board meeting at WLA Fall Conference was well attended. Improvements have been made to the WLTF Facebook page, with attention directed toward updating the WLTF page on the WLA website, enhanced committee structure, trustee education, and support for local friends of the library groups. **Backus, Bobrofsky, Lay, Olszewski, Otten** and **Sturzl** attended WLA Fall Conference November 3-6. **Bobrofsky** read a letter from **Olszewski** thanking WVLS for underwriting her attendance expenses. The other members of the delegation echoed their appreciation to WVLS while taking turns reporting on the sessions attended and new things learned.

COLAND: Lay distributed information from the most recent COLAND meeting on November 13 in Verona and updated the board on Library System Redesign Steering Committee progress, including the hiring of Stef Morrill (WiLS) as project director. **Martin** asked about the report on school libraries and the Common School Fund (CSF). The Board of Commissioners of Public Lands has not yet hired a new executive director. Vigilant library groups are focused on sustaining the CSF, which is the only source of revenue for most Wisconsin school libraries, while eschewing partisan politics.

WVLS DIRECTOR REPORT: (Exhibit 9) **Sepnafski** reported that **Jo Ann Gustavson** submitted her resignation to the Neillsville Public Library Board of Trustees in mid-October to take a position at Top Promotions, Inc. in Middleton, WI. Her last day at the library was Friday, November 13. **Denise Anton Wright**, consultant for the Wisconsin Division for Libraries and Technology's Public Library Development Team, has announced she will be retiring in December 2015. In August the **WPLC (Wisconsin Public Library Consortium) Board** approved the use of funds in resource development and reserve accounts to purchase a selection of OverDrive periodical titles as a pilot for Wisconsin's Digital Library. WiLS project managers worked with selectors from the WPLC Selection Committee to select 87 titles as a starter collection.

WVLS Projects: Technology platform upgrades include re-configuring and upgrading servers at the Data Center in conjunction with the IFLS ILS virtualization project. In addition to server upgrades, a new data storage appliance will provide soon replace the current one which is near end-of-life, providing 5 times the capacity and allowing both WVLS and IFLS to support future growth in digitization project content storage needs at a good value. The **ILEAD USA** Wisconsin teams made their final presentations on October 29 at the last in-person session held at Heidel House (Green Lake, WI). The WVLS Team "Enrich the Future, Tap Into the Past" spoke about the development of a digitization toolkit and how it will be made available to colleagues in the WVLS area. The recording of that presentation is available at: https://drive.google.com/folderview?id=0B8an05KIR5GoVXg1SGtGRkVyY1E&usp=sharing. Members of the WVLS team in addition to **Christman** were: Todd Mountjoy, Richard J. Brown Library, Nicolet Area Technical College (Rhinelander); Don Litzer, T.B. Scott Library (Merrill); Emily Pfotenhauer, WiLS (Madison); Sue Engel, Horace Mann Middle School IMC (Wausau); and Team Mentor Jean Anderson, South Central Library System (Madison). More information about the 2015 ILEAD USA-Wisconsin program is at http://pld.dpi.wi.gov/pld-ileadusawi **Klingbeil** spoke on "Innovation and Privacy" during the session. Plans are underway to roll out the digitization toolkit in early December, and to provide a ResCarta workshop for WVLS libraries in the first quarter of 2016. **Broadband Enhancement Discussions** are being facilitated by WVLS working in (and with) several member counties who are in various stages of development. Lincoln County is the first county to receive a WVLS Broadband Enhancement Grant, with a commissioned assessment project now underway. Clark County has a project in the visioning stage championed by well-positioned and motivated stakeholders attempting to encourage multiple community interconnectivity through institutionally-owned

fiber assets in combination with leased circuits from traditional telecommunications carriers. Taylor County discussions are still in the early stages of development with the group holding regular meetings to discuss visionary goals which could feasibly see action within 12-18 months. A small group of stakeholders has formed in Forest County. Oneida County has a cohesive group in Minocqua discussing Broadband enhancement for that region, and stakeholders from other communities have expressed interest in forming other municipal-oriented discussion groups.

Continuing Education and Training: The first **Minecraft** class was a well-attended success. WVLS plans to continue making the Introductory Course available at regular intervals until at least mid-2016 to all librarians and systems staff (as well as DPI staff) in the state. Under a grant submitted to the **Youth and Special Services System Continuing Education Project Proposal**, WVLS and the Nicolet Federated Library System (NFLS) held two trainings on October 13 and 14 in Shawano and Wausau. Titled "Poverty Awareness through Library Engagement" the two opportunities for learning featured Poverty Awareness for Community Engagement (PACE) training provided by UW-Extension agents assisted by E. U. Demmer Memorial Library Director **Erica Brewster** (a former UW-Extension Agent familiar with PACE) and Nicolet College Library Director **Todd Mountjoy** (familiar with Bridges out of Poverty training) who provided the bridge between PACE concepts and library operations and programs at both locations. Ten libraries were represented by 14 people at the WVLS training. Applications to share $800 available for micro-mini grants between $75 and $150 were submitted by librarians from Crandon, Rhinelander, Marathon Co., Owen, Rib Lake, and Tomahawk in two categories: (1) Develop a collection of community support resources for persons experiencing the effects of long term low income or personal economic crisis to be displayed at and/or distributed from the library. (2) Provide access to children's books/literacy materials through partnership with one or more community support outreach programs to low income families. The **annual WVLS Youth Services Workshop** will be held on Tuesday, December 15, in the Wausau Room at Marathon Co. Public Library. Program components include: Adaline Miller, Marie Boleman and Julia Tenor (Oshkosh Public Library) showcasing their homegrown High Hopes Early Literacy Storytime and High Flyers program developed to educate, encourage and empower parents to grow their everyday interactions with their children into early literacy building activities. **Erica Grunseth** (Abbotsford Public Library) presenting on LEGO Mindstorms and game literacy for librarians. **Denise Chojnacki** (Rhinelander District Library) joining with Angela Meyers (Waukesha Co Federated/Bridges Library System) and Kerry Pinkner (Waukesha Public Library) to share information about new applications designed to move young learners forward in the digital age. Denise represented WVLs at the Growing Wisconsin Reraders New Media Training in April 2015. Angela and Kerry are two members of the ILEAD USA – WI "Early Literacy Innovators" team.

Legislative Update: Wendt reported that twin bills **AB369/SB265** relating to membership of certain federated public library system boards were passed by both houses of the legislature and signed into law by Governor Walker on Wednesday, November 11. The bills were introduced to replace 15 with 11 as the 'at least' (minimum) number of members on a public library system board. WVLS area Senators Tom Tiffany and Jerry Petrowski, as well as Rep. Rob Swearingen were among 26 bipartisan co-sponsors. The Waukesha County Federated (soon to be Bridges) Library system did most of the field work on this legislative effort which has given the library community a significant opportunity to promote the value of public library systems. The bills sailed unanimously through the Senate Committee on Labor and Government Reform on a 5-0 vote and the Assembly Urban and Local Affairs Committee on a 9-0 vote. Floor action in both houses was accomplished by a voice vote. The bill does not affect the composition of the WVLS Board and was designed to assist smaller systems

The **Return of Library Materials** (s. 43.30) issue to enable the limited release of patron data to collection agencies and law enforcement to assist in retrieval of library materials will soon have a draft bill number and begin circulation among both houses of the legislature for co-sponsors. Co-authors Senator Sheila Harsdorf (R-River Falls) and Rep. Nancy VanderMeer (R-Tomah) agreed to advance the bill with a $50 minimum "trigger" amount for libraries using law enforcement and no minimum for libraries using collection agencies. Allowable patron data to be disclosed is limited to the borrower's name, contact information, amount owed and the number and types of overdue materials (NOT the titles of the materials). **Wendt** will send an alert when it's time to approach WVLS legislators as co-sponsors.

V-CAT Council: (Exhibit 10) **Christman** reported the **Ecommerce implementation** is proceeding on schedule with the goal to go live for libraries and patrons in December. Innovative Interfaces, Inc. finalized the set-up in Sierra in September and product testing followed in October. Staff is consulting with the Indianhead and Northern Waters systems to learn how to streamline the Sierra/Paypal library billing processes. The **V-Cat Bib Committee** finalized plans for the V-Cat Discovery product demonstrations on September 23, 2015. Comprehensive Discovery product evaluation forms were developed (exhibit 10-a) and shared with member libraries and trustees in September. On September 23, 2015, the V-Cat Council participated in **Discovery Product Demo Day** and selected products from EBSCO and Bibliocommons for the Bibliographic/Interface Committee to further review. The V-Cat Council will select a product in December 2015.

ARSL Conference: (Exhibit 11) Librarians from four WVLS member libraries attended the Association of Rural and Small Libraries Conference in Little Rock, AK on October 1-4. They are Kay Heiting (Granton Community Library), Laura Wood (Marathon Co. Public Library Rothschild Branch Coordinator), Deb Gauerke (Marathon Co. Public Library Edgar Branch Coordinator) and Thorp Public Library Director **Julie Beloungy**, who was present to thank the Board and report in person while the others sent written reports and thank you letters. All the reports were included in the Board packet. Heiting won a drawing to be able to attend the 2016 conference in Fargo, ND where the WVLS ILEAD team has applied to present a session.

EMPLOYEE HANDBOOK POLICY REVISIONS: Hildebrand led discussion of four draft revisions to the WVLS Employee Handbook which included overtime (Exhibit 12) and pay periods (Exhibit 13) from Section 3, and group insurance (Exhibit 14) and travel reimbursement (Exhibit 15) from Section 4. **Pechura/Grunseth motion to approve all four revisions to the WVLS Employee Handbook as presented. All aye. Motion carried.**

WLA INSTITUTIONAL DUES FOR SYSTEMS – One Tenth of One Percent Campaign: Sepnafski explained that the Wisconsin Library Association is soliciting system partnerships to help support government relations efforts in 2016. The WLA government relations advisor explains and promotes the value received for a modest investment of state tax dollars in library services during the biennial budget process. He facilitates beneficial legislative changes such as those mentioned by **Wendt** during the legislative report, as well as relationship building activities between members of the library community and key decision makers in state government. An enhanced presence at the capitol was key to the maintenance of public library system aids and other state funded library programs in the 2015-2017 budget process. Investment in government relations by WLA on behalf of library concerns was increased threefold in 2015 and is well satisfied with the results but there is some reluctance on the part of the WLA officers to commit to the same level in 2016 from association reserve funds without outside commitment and assistance. Following a presentation to SRLAAW by WLA's Library Development and Legislation Committee co-chairs on November 3, a committee including Sepnafski and Ralph Illick from MCPL was formed to look into the Minnesota Library Association model for collaboration, assess system involvement

for 2017 and determine the best way to move forward. Sepnafski requested $852 representing "one tenth of one percent" of system aids received under the state formula. Discussion ensued.
Backus/Knuth motion to approve an investment of $1,000 in WLA government relations in 2016 with funds from the 2015 insurance, dues, and audit account. All aye. Motion carried.

Martin left the meeting at this point in the agenda.

APPOINTMENT OF 2016 LAC MEMBERS: (Exhibit 16) **Wendt** presented the 2016 LAC roster for approval, noting that Kelly Knudsen will be completing the second year of her two year term as a school librarian representing Lincoln/Hawthorn Hills Elementary Schools (Wausau School District) instead of Lincoln Hills/Copper Lake School (DOC). There is consequently no representation for special libraries.

APPOINTMENT OF 2016 V-CAT STEERING COMMITTEE MEMBERS: (Exhibit 17) Bobrofsky presented the 2016 V-Cat Steering Committee roster. Board members are Sturzl (Chair), Bobrofsky, Otten, and Knuth. Librarians are Cynthia Taylor (Antigo Public Library), Leah Giordano (Marathon Co. Public Library), Stacy Stevens (TB Scott Free Library, Merrill), Kim Metzke (Greenwood Public Library), Mary Taylor (Minocqua Public Library) and Anne LaRoche (Francis L. Simek Memorial Library, Medford). **Pechura** expressed an interest in having more rotation among board members.
Grunseth/Knuth motion to accept the V-Cat Steering Committee roster as presented. All aye. Motion carried.

APPOINTMENT OF NOMINATING COMMITTEE: Bobrofsky appointed the following Nominating Committee to present a slate of officer candidates and the Executive Committee at the January 16 meeting: **Sturzl, Pechura** and **Sauer**.

TEMPORARY APPOINTMENT OF OFFICERS TO RETAIN DUTIES FROM JANUARY 1, 2016 THORUGH THE FIRST 2016 BOARD MEETING:
Pechura/Jopek motion to temporarily appoint President Bobrofsky, Vice-President Lay and Treasurer Otten to retain their duties from January 1, 2016 through the first board meeting on January 16, 2016. All aye. Motion carried.

WESSLER SCHOLARSHIP: There was no report.

CONCERNS, COMMENTS, AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES: **Jopek** expressed appreciation for WVLS Support Technician Chris Heitman for assistance with her iPad. **Backus** shared the book title ***Ha!*** *The Science of When We Laugh and Why* by Scott Weems. Sturzl announced that the 100th anniversary of the Edith Evans Community Library in Laona would be celebrated on March 31, 2016. **Rosenberg** is running for Marathon Co. Board. **Otten** spoke of the enjoyable conversation during his trip to WLA Conference with **Backus**.

NEXT MEETING DATES: WVLS Board of Trustees – Saturday, January 16, 2016, 9:30 AM, WVLS Office.

ADJOURNMENT: Pechura/Sturzl motion to adjourn. All aye. Motion carried. The meeting was adjourned at 11:20 AM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder