

WISCONSIN VALLEY LIBRARY SERVICE**Board of Trustees Meeting**

September 17, 2016

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 12, 2016.

President Tom Bobrofsky called the meeting to order at 9:35 AM.

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

Present

Tom Bobrofsky, President
Douglas Lay, Vice-President
Michael Otten, Treasurer
Jim Backus, member
Tyson Cain, member
Eileen Grunseth, member
Paul Knuth, member
Louise Olszewski, member
Pat Pechura, member
Katie Rosenberg, member
Marilyn Sauer, member
Alice Sturzl, member
Elaine Younger, member

Others Present

Marla Sepnafski, WVLS Director
Inese Christman, WVLS Assistant Director
Josh Klingbeil, WVLS staff
Kris Adams Wendt, WVLS staff
Augo Hildebrand, WVLS staff
Anne Hamland, WVLS Staff
Judy Bobrofsky

Excused

Sonja Ackerman, member
Peg Jopek, member

CONSENT AGENDA ITEMS: (Exhibit 1)

No changes were made to the agenda order.

Lay/Olszewski motion to accept the agenda as posted. All aye. Motion carried.

Lay/Sturzl motion to approve the August 20, 2016 Board meeting minutes as written. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS: (Exhibits 2-7)

Pechura asked about the purchase of hairspray; it is part of the 3D printer makerspace kit. **Backus** verified with **Klingbeil** that the inbound revenue streams reflected central purchase and services for member libraries, as well as contributions to joint projects on a pass through basis. **Otten** asked for clarification on the 3-0000 (Federal Grant) and 7-0000 (Pass Through) accounts which reflect pass through moneys from the state and member libraries.

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

TREASURER'S REPORT: (Exhibit 8)

Doug/Knuth motion to approve the Treasurer's Report as presented. All aye. Motion carried.

REPORTS:

Resource Library: (Exhibit 9) Members were directed to the MCPL Board minutes and director's report included among their meeting documents. **Olszewski** inquired whether

moving the Friends book sale area to the basement will affect WVLS areas. **Rosenberg** had not heard of any reason to be concerned.

WLTF: **Lay** reported WLTF is focused on WLA Fall Conference programs and distributed a list of programs of interest to trustees. **Wendt** drew particular attention to the October 27 program, "Libraries and Legislators: Transforming Together!" co-sponsored by LD&L and announced Lt. Gov. **Kleefisch** will be giving a brief welcome on Thursday before the keynote session. It was announced that two remaining counties in the Mid-Wisconsin Federated Library System (Washington and Dodge) will be merging with Eastern Shores Library System effective January 2017. The WLTF Board is meeting in a week.

COLAND: **Lay** reported on the most recent meeting held September 9 in Cedarburg. Much of the agenda was devoted to a Public Library System Revision (PLSR) update, revisions to inter-library loan guidelines and a report on the RL&LL workforce development project.

WVLS DIRECTOR'S REPORT: (Exhibit 10) **Sepnafski** directed members to the full report at <http://www.wvls.org/meeting/board-trustees-september-17-2016> and added several items. A note of thanks was received from Granton Community Library Director **Kay Heiting** in appreciation for WVLS covering the WPLC increase for 2017. WVLS Communications Coordinator **Anne Hamland** shared an update on the maker space kits and upcoming training events, highlighting the "maker space idea sheets" and flyer detailing four maker space kit fairs scheduled for IFLS in September and WVLS in October, as distributed at the meeting. **Hamland** has partnered with WVLS colleague **Ann Mroczenski** to create a series of YouTube demonstration videos. **Klingbeil** updated the board on the proposals for 2017 LSTA technology grant projects. In response to a question from **Younger**, he elaborated on the ways in which state funding to encourage installation of door counters in at least 90% of public libraries will enable consistency of data gathering for annual reports, as well as appropriate use and analysis of the data to enhance service planning. People receive value from libraries in many ways besides checking something out. **Wendt** reported on the second Youth Services Information Exchange (YSIE) session held in Rhinelander on September 16 and attended by ten enthusiastic librarians from WVLS and Northern Waters Library Service (NWLS) who focused on programs for children under the age of 10. The next one will be in Minocqua in January; Rib Lake has also shown an interest in hosting. The "Managing your Digital Footprint Without Falling Prey to Cyber-Sneakers: Online Privacy, Social Media & Sharing for Tweens, Teens (and their Parents)" training is Tuesday, September 20, in Ashland and Wausau. WVLS and NWLS are partnering in this LSTA mini-grant to provide continuing education opportunities on the topic of personal cyber-security for young users of social media. Each system will distribute \$1,500 in micro-grants to libraries who submit implementation plans for their communities after attending the training. **Wendt** drew the board's attention to a *School Library Journal* article about the Wisconsin Common School Fund. **Sepnafski** shared the Beloit Mindset Class of 2020, information about the Colby Public Library new building project and fundraising kickoff event on October 15 and Antigo Public Library remodeling project, an update on the Manitowoc Public Library false library circulation investigation, a press release about Minocqua Public Library's selection as "library of the month" by the DPI BadgerLink team, and the Marathon County long range plan which includes Marathon Co. Public Library.

WVLS Library Advisory Committee (LAC): (Exhibit 11) **Wendt** drew the board's attention to the minutes of the August 16 LAC meeting. A list of new appointments to fill LAC vacancies for 2017-2018 will be presented for approval by the Board at the November meeting.

V-Cat Council: (Exhibit 12) **Christman** drew the board's attention to the agenda and minutes of the September 1 meeting. There were no questions.

WVLS INNOVATION AND COLLABORATION GRANT APPLICATION – draft: (Exhibit 13) Hamland explained that WVLS is offering a competitive grant to a member library to develop and implement a service for their community that is both innovative and collaborative. Available funds for a grant project ranges from \$1,000 to \$10,000. Programs which could be considered might include (but are not limited to) the following: makerspaces, STEM/STEAM, new library classes, work with farmers on a plot of land designated for patron workshops on vegetables or flowers, work with local artists or schools to provide opportunities for patrons to learn how to paint, sculpt or play an instrument, develop unique literacy collections, new clubs, 'how to' events. Collaborations with another library, service agency, local business, school, club association or nonprofit are acceptable.

Otten/Knuth motion to approve the WVLS Innovation and Collaboration Grant guidelines and application. All aye. Motion carried.

WVLS MENTORSHIP PROGRAM – draft: (Exhibit 14)

Hamland gave an overview of the WVLS Mentoring Program guidelines and goals as distributed. The support is designed to match new directors as well as new staff members with experienced colleagues. The optional program has been implemented informally; the changes as presented provide more structure as well as opening it up to staff other than directors.

V-CAT STRATEGIC PLAN 2017-2018 – draft: (Exhibit 15)

Christman drew board members' attention to the 2017-18 V-Cat Strategic Plan which includes statements of the V-Cat Council vision, broad strategies to accomplish the consortium vision, and a projects list.

Knuth/Cain motion to approve the V-Cat Strategic Plan for 2017-18 as presented. All aye. Motion carried.

2017 HEALTH INSURANCE: (Exhibit 16)

Hildebrand presented information about employee health plan vendors, premiums and employer contributions for 2017. Changes at the state level have resulted in employees paying more and employers paying less.

Grunseth/Pechura motion to accept the WVLS 2017 employee health insurance plan as presented. All aye. Motion carried.

2017 SYSTEM BUDGET – draft: (Exhibit 17)

Sepnafski reported there have been two changes to the draft budget since initial review at the August meeting. Approximately \$3,000 has been moved from the health insurance account to the reserve account. \$850 has been added to the insurance, dues and audit account for the WVLS contribution to the SRLAAW and WLA government relations partnership. Bottom line totals are the same as presented last month.

Backus/Cain motion to approve the 2017 WVLS budget with the changes noted. All aye. Motion carried.

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

Bobrofsky reported that Clark County has raised its Act 150 payments from 70% of cost per circulation to 73% across the board. **Sturzl** reported on the Edith Evans Community Library centennial event and announced she would not seek reappointment to another term on either the Forest County Library Board or the WVLS Board. Expressions of general dismay and deep appreciation for years of contributions to the well-being of library services ensued. **Wendt** displayed a sample poster from the WLA Libraries Transform legislator recognition project. A complete set of posters for WVLS area legislators will eventually grace the office hallway. Wendt is in the process of making sure that presentation copies of finished posters are distributed to legislators by local libraries and the two senators who need poster photos taken are contacted by their home libraries.

BADGERLINK/EDS OVERVIEW: (Exhibit 18)

Christman provided a demonstration of BadgerLink, resources and search techniques. BadgerLink is Wisconsin's Online Library which provides state residents with licensed content not available through regular search engines and how its content is now available directly through the V-Cat discovery layer.

WLA CONFERENCE PLANS: (Exhibit 19)

Bobrofsky and **Hildebrand** reminded board members of registration deadlines and transportation plans for attendance at WLA Fall Conference in Milwaukee, October 25-28.

SCHOLARSHIP/GRANT APPLICATIONS: No applications were received.

REQUEST FOR FUTURE AGENDA ITEMS: V-Cat Steering Committee and Library Advisory Committee appointments, Tech Survey results, Nominating Committee for 2017 WVLS Board officers.

NEXT MEETING DATES: The next two meetings of the WVLS Board of Trustees will be on November 12, 2016 and January 21, 2017.

ADJOURNMENT: **Jopek/Olszewski** motion to adjourn. **All aye. Motion carried. The meeting was adjourned at 11:35 AM.**

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder