



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, **February 17, 2024** at **9:30 a.m.** in the WVLS Office, 300 N. First Street, Wausau.

AGENDA:

1. Call to order
2. Roll call
3. Consent agenda items:
 - ...adoption of agenda order
 - ...minutes of November 18, 2023 meeting (*exhibit 1*)
4. Financial reports and current bills (*exhibits 2-7*)
5. 2023 WVLS Treasurer's Report (*exhibit 8*)
6. Report of WVLS Nominating Committee
7. Election of 2024 Officers and Executive Committee Members
8. WVLS Conflict of Interest and Disclosure Form (*exhibit 9*)
9. Selection of dates for 2024 Meetings of the Board, Executive Committee and V-Cat Steering Committee (*exhibits 10 and 10a*)
10. Memorandum of Understanding on Parameters and Costs of Sharing LEAN WI Technology Support Consultant Position (*exhibit 11*)
11. Disposition of 2023 Unencumbered Balance / 2024 Budget Revisions (*exhibit 12*)
12. V-Cat Revised Appropriations Plan 2024 (*exhibit 13*)
13. 2023 WVLS Annual Report, including 2023 WVLS Staff Report (*exhibit 14*)
14. Reports:
 - ... Resource Library (*exhibit 15*)
 - ... WVLS Director (*exhibit 16*)
 - ... NWLS/WVLS Joint ILS Consortium Exploration (*exhibit 17*)
 - ... COLAND (*exhibit 18*)
 - ... V-Cat Council (*exhibit 19*)
 - ... 2023 WLA Conference WVLS Scholarship Reports (*exhibit 20*)
15. Concerns, comments and announcements from area library personnel and trustees
16. Updated WVLS Information – 2024 Fact Sheet (*exhibit 21*); 2024 WVLS Organizational Chart (*exhibit 21a*); 2024 WVLS acronyms and Glossary (*exhibit 21b*)
17. Request for future agenda items
18. Calendar
 - ...COLAND meeting– Friday, March 8, 2024
 - ...WVLS Board of Trustees meeting – Saturday, March 16, 2024
 - ...2024 WAPL (Wisconsin Association of Public Libraries) Conference – Wednesday, May 1 – Friday, May 3, 2024
19. Adjournment

PLEASE NOTE:

- Trustees who are unable to attend are asked to call 715/261-7250 by 3:00 p.m., Friday, February 16th.
- 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 official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor counties.
- To attend meeting virtually, connect from your computer, tablet or smartphone at <https://us02web.zoom.us/j/86171109550?pwd=aEtPN2hHYm1uY1BMRkNpMStTYTU4Zz09>
- To participate by phone: Call: +1 312 626 6799 Meeting ID: 861 7110 9550 Passcode: 84076277

WISCONSIN VALLEY LIBRARY SERVICE
Board of Trustees Meeting
 November 18, 2023
 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 February 17, 2024.

President Tom **Bobrofsky** called the meeting to order at 9:30 AM. Roll call was taken by **Wendt** and a quorum was declared present.

Present

Tom Bobrofsky, President
 Pat Pechura, Vice-President
 Mike Otten, Treasurer
 Sonja Ackerman, member
 Jim Backus, member*
 Jessica Bernett, member*
 Eileen Grunseth, member
 Louise Olszewski, member
 Kay Palmer, member
 Diane Peterson, member*
 Petra Pietrzak, member*
 Kari Sweeney, member

Others Present

Marla Sepnafski, WVLS Director
 Kristie Hauer, WVLS staff*
 Susie Hafemeister, WVLS staff
 Josh Klingbeil, WVLS staff*
 Kris Adams Wendt, WVLS staff*
 Katie Zimmerman, WVLS staff
 Judy Bobrofsky, guest

*denotes remote attendance

Excused

Carol Bartlein, member*
 Judy Peterson, member

Vacant

Marathon County representative

NOTE: All exhibits may be accessed at <https://wvls.org/bot-agenda-exhibits/>.

CONSENT AGENDA APPROVAL

Olszewski/Ackerman motion to approve the agenda as presented. All aye. Motion carried.

APPROVAL OF MINUTES (Exhibit 1)

Ackerman/Grunseth motion to approve minutes from the September 16, 2023 WVLS Board meeting. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS (Exhibits 2-7)

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

MEMORANDUM OF UNDERSTANDING: WILS CONSULTING SERVICES FOR NWLS AND WVLS ILS MERGER EXPLORATION PROCESS (Exhibit 8):

Zimmerman explained the purpose of this proposal is to define the parameters and costs of the consulting and facilitation services WILS will provide to Northern Waters Library Service (NWLS) and WVLS.

Otten/Olszewski motion to approve the Memorandum of Understanding outlining consulting services for the NWLS and WVLS ILS merger exploration process. All aye. Motion carried.

MEMORANDUM OF UNDERSTANDING AND PARTICIPATION AGREEMENT; EXPECTATIONS AND COSTS FOR PARTICIPATION IN WILS DATA CLASSROOM (Exhibit 9):

Sepnafski explained the purpose of this participation agreement MOU is to define expectations and costs for WVLS staff member **Erica Brewster** as a participant in the WILS Data Classroom.

Pechura/Grunseth motion to approve the Memorandum of Understanding and participation agreement for WVLS staff enrollment in WILS Data Classroom. All aye. Motion carried.

MEMORANDUM OF UNDERSTANDING: WILS AND WVLS SERVICES FOR WPLC DATA DASHBOARD DEVELOPMENT WORKGROUP PROJECT MANAGEMENT (Exhibit 10):

Sepnafski and Klingbeil provided background about the statewide Wisconsin Public Library Consortium (WPLC) Data Dashboard Development Workgroup project facilitated by WILS for which WVLS will serve as the fiscal agent.

Sweeney/Ackerman motion to approve the Memorandum of Understanding regarding WILS and WVLS services for WPLC Data Dashboard Development Workgroup project management. All aye. Motion carried.

RECOGNITION OF RETIRING WVLS BOARD MEMBERS: Bobrofsky presented certificates of appreciation to **Pat Pechura**, who served as a WVLS Board member from May 2011 to December 2023, and **Eileen Grunseth**, who served as a WVLS Board member from January 2012 to December 2023. Expressions of hearty thanks and regrets at their impending departure ensued.

2024 WVLS LIBRARY ADVISORY COMMITTEE MEMBER APPOINTMENTS (Exhibit 11):
Ackerman/Grunseth motion to approve the 2024 WVLS Library Advisory Committee member appointments as presented. All aye. Motion carried.

2024 WVLS V-CAT STEERING COMMITTEE MEMBER APPOINTMENTS (Exhibit 12):
Palmer/Olszewski motion to approve the 2024 WVLS V-Cat Steering Committee member appointments as presented. All aye. Motion carried.

2024 WVLS BOARD OF TRUSTEES NOMINATING COMMITTEE MEMBER APPOINTMENTS:
Bobrofsky appointed **Sweeney** as chair of the Nominating Committee, along with **Grunseth** and **Olszewski**. Their recommendations for the offices of President, Vice-President and Treasurer will be presented for a vote at the February 17 meeting.

TEMPORARY APPOINTMENT OF PRESIDENT (Bobrofsky), VICE-PRESIDENT (Pechura), and TREASURER (Otten) TO RETAIN DUTIES FROM JANUARY 1, 2024 THROUGH THE FIRST 2024 BOARD MEETING:

Grunseth/Sweeney motion to approve the temporary appointment of President Bobrofsky, Vice-President Pechura and Treasurer Otten to retain their duties from January 1, 2024 through the first 2024 Board meeting on February 17, noting that after Pechura's term ends on December 31, 2023 the Vice-President slot will be vacant until February 17. All aye. Motion carried.

REPORTS:

Resource Library (Exhibit 13): The Marathon County Public Library Resource Library Report includes the agenda and Director's Report for the October 16, 2023 MCPL Board of Trustees meeting, as well as the agenda and minutes from September 2023. **Sweeney** reported that the Wisconsin Council of Teachers of English (WCTE) has honored MCPL with the **Lee Buress Intellectual Freedom Award** for demonstrating a commitment to intellectual freedom and free speech. The award was presented on October 13 in Wausau. A brief discussion of Marathon County approval of MCPL's 2024 budget request prompted **Bobrofsky** to announce that the Clark County Board had approved a raise to 85% reimbursement under Act 150 for services provided by Clark County libraries to residents of county municipalities that do not otherwise directly support a public library.

WVLS Director's Report (Exhibits 14): **Sepnafski** and other WVLS staff members in attendance took turns reviewing items in the Director's Report while taking comments and questions. **Wendt** announced that **2024 Library Legislative Day** would be held on February 6, 2024 at the Best Western Park Hotel in Madison.

NWLS/WVLS Joint ILS Consortium Exploration (Exhibit 15): **Zimmerman** elaborated on Exhibit 15 during her contribution to the Director's Report. With the use of 2023-2024 LSTA grant funds WVLS and NWLS will again contract with WLS to coordinate meetings, facilitate the project processes and prepare a final report.

COLAND (Exhibit 16): **Otten** shared highlights from the November 10 COLAND meeting in Elkhorn, that included presentations on the Prairie Lakes Library System Merger and National School Library Trends in Intellectual Freedom.

V-CAT Council (Exhibit 19): **Zimmerman** drew Board members' attention to the agenda and minutes from the November 2, 2023 V-Cat Council meeting during the Director's Report.

2023 WLA Conference and Staff Report (Exhibit 18): The board's attention was drawn to staff reports highlighting presentations from the 2023 WLA Annual Conference held October 24 – October 27 in Middleton. WVLS staff members **Jamie Matczak** and **Brenda Walenton** served as Conference Committee Chair and Exhibits Coordinator respectively.

CONCERNS, COMMENTS AND ANNOUNCEMENTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES: **Pechura** and **Grunseth** shared parting remarks. A lively discussion of artificial intelligence spilled over from the WLA Conference reports.

REQUEST FOR FUTURE AGENDA ITEMS: Items were not solicited.

Calendar

WLA Library Legislative Day – Tuesday, February 6, 2024

WVLS Board of Trustees meeting: Saturday, February 17, 2024

ADJOURNMENT: **Grunseth/Pechura motion to adjourn. All aye. Motion carried.** The meeting was adjourned at 12:04 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder