

**Wisconsin Public Library Consortium**  
**Board Meeting**  
**May 1, 2024, at 1:00 pm**  
**In Person: Woodland/Trillium Room of the Holiday Inn**  
**Stevens Point Convention Center or via zoom**

PRESENT: Mellanie Mercier (Bridges), Katelyn Noack (IFLS), Rob Nunez (Kenosha) Steve Hesel (MCFLS), Riti Grover (Monarch), Tracy Vreeke (Nicolet), Gina Rae (NWLS), Bradley Shipp (OWLS), Steven Platteter (PLLS), Jean Anderson (SCLS), Angela Noel (SWLS), Clairellyn Sommersmith (Winnefox), Rachel Metzler (WVLS)

ABSENT: Rebecca Scherer (MCLS), Kristen Anderson (WRLS)

GUESTS: Ben Miller (DPI), BethTomev (DPI), Shannon Schultz (SCLS)

PROJECT MANAGERS: Jennifer Chamberlain (WiLS), Melody Clark (WiLS), Sara Gold (WiLS)

**1. Call to Order**

Vice Chair B. Shipp called the meeting to order at 1:01 pm.

**2. Welcome, Proxy Announcements, and Roll Call**

B. Shipp welcomed the group, asked for proxy announcements, and did a roll call.

**3. Consent Agenda**

- a. Review agenda
- b. Approval of minutes from [February 19, 2024](#)
- c. Acceptance of Digital Library Steering Committee minutes from [February 15](#) and [April 11, 2024](#)
- d. Acceptance of Technology Steering Committee Meeting notes from [February 13, 2024](#)
- e. [YTD Budget](#)

C. Sommersmith moved approval of the consent agenda. R. Grover seconded. Motion passed unanimously.

**4. Discussion and Action Items**

- a. **Discussion and Potential Action: Debrief from annual meeting topics.**

The group debriefed from the annual meeting held virtually the previous week. Several board members felt the virtual annual meeting was good as it offered the opportunity for more folks to attend, but was not conducive to being interactive. It was noted that last year's annual meeting was hybrid but was not conducive to much interaction for those online. It was suggested and agreed that the group should keep

the membership meeting virtual in a webinar type format with a virtual listening session following a few weeks after but before the April/May in-person Board meeting.

**b. Discussion: 2025 Draft Budget**

The 2025 budget was drafted last year by the budget committee and updated with current figures. The committee reviewed the budget. It was noted that the group will not take action on the budget at this meeting.

A question was asked about the allocation of \$100K for magazines as the cost has actually come in lower each year. M. Clark shared that OverDrive is nearly certain that the publishers will raise their prices next year and were told to budget for \$100k for 2025.

It was noted that a line item for Digital Library marketing was added to the budget as was discussed at a previous Board meeting. It was also noted that instead of adding an additional \$3k for this line items, the R&D and Reserve amounts were reduced from the normal \$15k to \$12k to accommodate for this new line. C. Sommersmith asked if the WPLC needs a line item for marketing when the collection is overburdened. Other members like the idea of the marketing committee especially for smaller libraries and the group agreed to keep it.

T. Vreeke asked if there should be a cap on the R&D and Reserve line items and once that cap is met, the remaining funds allocated to those line items could be transferred to digital content. The Board decided to move the discussion of caps on R&D and Reserves to their June meeting.

It was noted that because of changes to the way magazines now circulate with the option for patrons to subscribe to titles where the title then is automatically checked out to the patron, options for the magazine formula were discussed. M. Clark shared data on magazine circulation stats and noted the increases from when OverDrive implemented the subscribe feature for magazines. The increase in circulation is significant, with every system showing at around a 200% increase or more. Because of this, two magazine budgets were prepared, one using 25% population and 75% magazine usage and another using the buying pool formula of 25% usage and 75% circulation of the whole collection. The Board reviewed the two and determined that they would like to use the buying pool formula for magazines.

It was asked if instead of taking the \$3k out of the R&D and Reserve amounts for Digital Library Marketing, could an additional \$3k just be added to the budget, leaving the amounts for R&D and Reserves at \$15k. Some Board members were concerned about that increase. Two budgets will be prepared, one with the \$3k increase and one taking

the \$3k out of the R&D and Reserve lines so each system can see their total costs with both scenarios. The board will select and approve the 2025 budget at the next meeting.

c. **Discussion and Action: Magazine Carry Over Budget**

Funds budgeted for Magazines for 2023 and 2024 were higher than the actual cost for each year resulting in a \$40,000 in unspent funds. The Board discussed if the funds should be applied to the cost of magazines for next year FY2025, or if the funds should be used for digital content this year.

S.Heser moved to move the \$40K in unspent magazine funds to digital content. R. Grover seconded the motion. Motion passed unanimously.

d. **Discussion and Action: Strategic Planning Proposal from WiLS**

It was shared at the last meeting that a workgroup has been created consisting of the current chair, current vice chair, and past chair. The group determined that they would pursue a consultant to help with the process. WiLS, as current project managers who have strategic planning expertise on staff, have been asked to prepare a proposal for the Board to review. The Board reviewed the proposal and process.

R. Grover moved to approve the proposal. T. Vreeke seconded the motion. Motion passed unanimously.

A question was asked if an example of a final strategic plan is available. There was a suggestion to have WiLS at the table for the strategic planning process and J. Chamberlain explained that Melissa Mclimans of WiLS will take the lead as the WiLS liaison and bring WiLS WPLC project managers in as needed. In addition, the project managers will be invited as part of the focus group process. OWLS shared their [joint Strategic Plan](#) they did with NFLS that WiLS facilitated.

e. **Discussion and Action: Delivery Next Steps**

The Board approved moving governance of state-wide delivery to the WPLC at the last meeting. It was shared that project managers met with Corey Baumann of SCLS and Joy Pohlman of DPI to discuss implementation of a delivery workgroup. Potential members were identified and a meeting will be scheduled soon. M.Clark mentioned that some of the project management hours allocated to the tech committees will be moved to the delivery workgroup.

f. **Discussion and Action: Collection Development Policy**

At the last meeting, the Board made modifications to the Digital Library Committee's suggested changes to the Collection Development Policy, adding on information about Advantage titles going to systems for reconsideration. The Selection Committee reviewed and recommended that reconsideration decisions stay with the WPLC and do

not fall to the responsibility of any systems. The Selection Committee has concerns about reconsiderations coming back to the Advantage accounts including:

- Lack of Systems' Collection Development Policies
- Lack of System's reconsideration process, including who will be handling the process
- Lack of collection expertise at the system level; they want to ensure the systems are prepared and have an identified selection advisory group

The Digital Library Steering Committee also reviewed and agreed with the Selection Committee's suggested changes.

The Board reviewed the suggestion from the Selection and DL Steering Committees and agreed to their request. In addition, the Board suggested the change of the following sentence from *"Reconsideration forms will be received by the WPLC Project Managers and shared with a Selection Advisory Committee made up of active Consortium and Advantage selectors."* to *"Reconsideration of any Wisconsin's Digital library title received by the WPLC Project Managers will be shared with a Selection Advisory Committee made up of active Consortium and Advantage selectors."*

K. Noack moved to approve the WPLC Collection Development Policy changes as suggested by the Selection and Digital Library Steering Committee and with the additional wording change from the Board. R. Nunez Seconded. Motion passed unanimously.

**g. Discussion: Wisconsin's Digital Library Access**

Wisconsin's Digital Library is available to all Wisconsin residents with a public library card. There have been questions on how each system/library determines residency as well as how out-of-state cards are treated; do they have access to OverDrive?

The Board discussed how each system defines residency and how they handle out-of-state cards. KCLS does allow digital access to out-of-state patrons when they purchase a card. SWLS noted they have paid out-of-state cards but do not allow access to digital content. MCFLS has fee cards but they don't allow access to digital content.

R. Metzler shared that WVLS has recently updated their patron card registration form and consulted a lawyer on the process. The lawyer noted there is no clear legal definition of residency for libraries. It is reasonable and defensible to use either the address where a patron would register to vote, or the address where the patron dwells.

R. Metzler shared the [WVLS card application document](#).

NFLS shared they provide free cards to out-of-state patrons that allow access to digital content. J. Anderson noted that SCLS authenticates for OverDrive based on home library and patrons need to be from their home county.

The group agreed that the language on the [WPLC About page](#) should be changed from “Wisconsin resident” to “valid Wisconsin library card holder.”

## 5. Information Sharing from Partners

*Questions to consider:*

- What are potential opportunities for collaboration?
- What’s new happening at your system?
- What issues are you facing?

S. Hesel shared that MCFLS is moving to ASPEN discovery layer in June and asked what other systems are doing about the poor quality of MARC records supplied by OverDrive . R. Metzler noted that they have ASPEN and use an API and have talked with OverDrive about the quality of the records, and that OverDrive states that the records come straight from the publisher. Project managers will take this to OverDrive and advocate for better records.

R. Grover noted they soft launched Vega as their new discovery layer and shared they are having issues with using the API for OverDrive magazines.

R. Nunez shared that KCLS ran an analysis on its OverDrive holds to see how much it would take to get them from a 10 -1 ratio down to a 5-1 ratio. It would take about \$95k. R. Nunez also shared that Director Barb Brattin has announced her retirement in July and he will be on paternity leave this summer!!

## 6. Adjourn

*Next meeting: June 10, 2024, at 2:00 pm*

Meeting ended at: 3:04 pm