

**Wisconsin Public Library Consortium
Technology Collaboration Steering Committee Agenda
May 14, 2024, 3:00 pm
via zoom***

1. Call to order
2. Welcome new steering member, Bryan Durkee OWLS
3. Review Agenda – changes or additions
4. Approval of minutes – [February 13, 2024](#)
5. Reports: Workgroup and Community of Practice Updates
 - Backup Workgroup – [March 4, 2024 meeting notes](#)
 - Digital Archives Backup Workgroup – [March 11, 2024 meeting notes](#)
 - Data Dashboard Pilot Prep update – J. Chamberlain
 - Tech Community of Practice update – W. Dietzler
6. Discussion Items
 - a. Updating the [2021 WI System Technology & ILS Survey](#)

Background: The disbanded Technology Operations Committee took over managing the Wisconsin System Technology & ILS Survey several years ago, and it is time to run this survey again.

During the meeting: Project managers would like the WPLC Technology Steering Committee to oversee this survey and determine frequency, as well as provide input for any changes or additions.
 - b. Technology Backup Maintenance Extension

Background: The Technology Backup and Digital Archives Backup project currently have a maintenance contract with Dell through May of 2025. The workgroups are currently exploring next generation solutions. However, it may take longer than a year to find, implement and migrate the data. The Technology Backup workgroup is recommending that the WPLC be prepared to extend the current maintenance contract with Dell until May of 2026. This actually won't need to take place closer to May of 2025, but it is recommended the discussion on how to fund the extension take place now.

During the meeting: The Committee will discuss potential costs and how to share them among the members.
 - c. Technology Digital Archive Backup Participation Agreement Review and approval

Background: In addition to the backup project MOUs, this participation agreement outlines the details on how systems will engage in the digital archive project, what the roles and responsibilities are for the system, and a communication plan for any changes

to participation. Participating systems must sign this agreement prior to receiving training on onboarding content.

During the meeting: The Committee will [review the agreement](#) and approve for use.

d. Technology Digital Archive Backup - Succession Policy draft review

Background: At their last meeting, the Digital Archive Backup Workgroup discussed what the process for dissolution of the backup project should look like. A process is currently being drafted and the group agreed the WPLC Technology Steering Committee should be aware of this policy.

During the meeting: The Committee will discuss [a draft succession policy](#).

7. Committee information sharing and questions

8. Next Meeting Date and Adjournment: August 13, 2024 at 3:00 pm

***Connection Information**

Join Zoom Meeting

<https://us02web.zoom.us/j/88911374187?pwd=V1JlektXMnlVTTFiUHhrcWY5OXVXdz09>

Meeting ID: 889 1137 4187

Passcode: 544079

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