

Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Agenda

November 19, 2015, 1:00 p.m.

Teleconference meeting held via GoToMeeting – See instructions at end of agenda

1. Call to order
2. Review Agenda – changes or additions
3. Approval of minutes – [September 24, 2015](#)
4. Action Items
 - a. Nomination Workgroup (MacPhail) –The nomination workgroup is recommending Dale Cropper, Brown Co. PL (NFLS), to be the 2017 WPLC Steering Committee Chair. The Steering Committee chair will ask if there are additional nominations from the floor. The Steering Committee will take action on the Nomination Workgroup’s to approve a final nominee that will be elected committee chair at the first committee meeting in 2017.
 - b. Collection Development Policy (Gold) – The Collection Development and Policy Workgroup updated the [WPLC Collection Development Policy](#) to reflect the changes made to development guidelines and buying pool allocations with the Steering Committee’s approval of the 2016 digital content buying pool. The committee is asked to take action to approve the updated policy.
 - c. Collection Development and Policy Workgroup (Coffin) – [A component of the committee calendar](#), which will be discussed later in the agenda, is gathering and assessing information and data to guide a recommendation process regarding the development of the digital library. This assessment is done to guide the buying pool approval process the following year, in this case 2017. It was approved by the Steering Committee to follow the process proposed by the Collection Development and Policy Workgroup, which has the workgroup forming in December to begin its work in January. The committee is asked to take action on the following items:
 - i. Provide direction to the Collection Development and Policy Work Group about which formats or collection areas, current or new, the workgroup should more closely examine use and need and/or scan the current market landscape.
 - ii. Approve workgroup members. This workgroup formed last year and was populated by the project manager with three representatives from each the Board, Steering Committee and Selection Committee. Last year the workgroup set initial data benchmarks with the information it gathered and assessed. As this workgroup develops its collection assessment process, the project manager recommends that the workgroup for 2016 consist of [those members from 2015](#) that would agree to continue. If there are any openings, the project manager would fill to maintain the same number of representatives from each group.

5. Reports: Committees, Work Groups and Project Manager Updates
 - a. Decisions made in between 9/26/15 and 11/19/15 meetings: none
 - b. WPLC Board Report (Bend) – The board is meeting on Wed. Nov. 18. A verbal report will be provided at this meeting.
 - c. Selection Committee (Gold) – see [October committee minutes](#)
 - d. OverDrive Update (Coffin/Gold) – new website and Periodicals [See workgroup and project Update report.](#)
 - e. Statistics workgroup (Coffin) See workgroup and project Update report
 - f. Newspaper project (Coffin) See workgroup and project Update report
 - g. Statistics Work Group – (Coffin) See workgroup and project Update report. Any participants from committee are also asked to share.

6. Ongoing Discussion Items
 - a. OverDrive Development Wishlist (Coffin): Sent with agenda. The committee will discuss the updated list to determine if there is anything that is missing or should be edited or removed. After the meeting a survey will be sent to the committee to identify the priority of this wishlist.

7. New Discussion Items
 - a. Review 2017 committee meeting calendar (MacPhail) – Sent with agenda
 - i. 1st half of year focuses on 2017 collection and buying pool development. 2nd half focuses on thinking about assessment of what we are doing with collection and identifying what we should be looking at with either current or new formats and collection areas for 2018.
 - ii. The biggest changes are:
 - Combined in-person meeting with the board at WAPL that is also the WPLC annual member meeting. Review and discuss info and data, services and content and recommendation Steering will have made regarding the 2017 buying pool for the recommendations you will have received from the Collection Development and Policy workgroup.
 - Having first meeting in Feb., instead of Jan because there will be more info to be shared by the workgroup at that time.
 - More meetings in first half of year, no need for summer meeting. We'll compile what we learn at ALA and elsewhere (Digipalooza) to start conversation in Sept about what we'll do next with the library.

8. Committee information sharing and questions

9. Next Meeting Date: February 25, 2016 1:00 p.m. via GoToMeeting

GoTo Meeting Instructions

November 19, 2015 at 1:00 PM Central Standard Time. <https://global.gotomeeting.com/join/663717037>

Use your microphone and speakers (VoIP) - a headset is recommended. Or, call in using your telephone.

Dial [+1 \(408\) 650-3123](tel:+14086503123)

Access Code: 663-717-037 - Audio PIN: Shown after joining the meeting