

Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Notes

February 17, 2022, 1:00 PM

*Teleconference meeting held via Zoom – See instructions at end of agenda

ATTENDEES: Abby Armour (Mukwonago/BLS), Shawn Carlson (Waukesha/BLS), Michael DeVries (Beloit/ALS), Dominic Frandrup (Antigo/WVLS), Alex Harvancik (Horicon/MLS), Sue Heskin (Superior/NWLS), Clare Kindt (Brown County/NLS), Jennifer Loeffel (Franklin/MCFLS), Kayla Mathson (Independence/WRLS), Rachel Metzler (WVLS), Eric Norton (McMillan/SCLS), Karli Pederson (MPL/MCFLS), Lisa Pike (Manitowoc/MCLS), Holly Selwitschka (Kimberly/OWLS), Martha Spangler (Altoona/IFLS), Sara Swanson (Union Grove/LLS), Molly Warren (Madison/SCLS), Shannon Urban (Kenosha/KCLS), Karina Zidon (Platteville/SWLS)

ABSENT: Heidi Cox (McFarland/SCLS), Nicole Hardina-Wilhelm (Neenah/WFLS), Deb Sadowski (Coloma/WLS)

GUESTS: None

Project Managers: Melody Clark (WiLS), Sara Gold (WiLS)

1. Call to order

The meeting was called to order at 1:06 pm.

2. Review Agenda – changes or additions

There were no changes to the agenda.

3. Approval of minutes – [November 11, 2021](#)

Motion: Approval of Minutes from November 11, 2021

Made by: M. Devries

Second: D. Frandrup

Discussion: A. Armour was listed as Johnson Creek in the minutes and she is at Mukwonago.

Results: Motion Passes with noted correction.

4. Reports: Committees, Workgroups and Project Manager Updates

a. Decisions made between 11/11/2021 and current meetings

S. Heskin noted there were no decisions made in between meetings.

b. WPLC Board Report

R. Metzler reported that the Board hasn't met since the last meeting of this committee. The Board will meet next week for the first time this year.

c. Selection Committee

S. Gold reported the Selection Committee met Thursday, February 10th and welcomed two new members, Sheri Dunham from Neenah PL representing Winnefox and Mark Krause from Racine PL representing LLS. Project Manager, L. Damon-Moore provided a walkthrough of the draft version of a Diverse Collection Toolkit, which was created to help selectors maintain a diverse collection of materials. The Committee also reviewed the collection budget and collection area assignments. There were reallocations from RTL to Lucky Day and the Juv and YA budgets. The Committee also discussed the process for title challenges to the WPLC and a revised meeting schedule. The committee will add two additional meetings per year for 45 to 60 minutes instead of two hours 4x a year. This decision was made to accommodate the work

the selectors do, which benefits from more frequent check-ins. The Committee thanked Maureen Welch for her years of service and wished her well in her retirement.

5. New Discussion Items

a. Collection Development Committee DRAFT Recommendation

The Collection Development Committee has a first [draft of the 2022 recommendations](#) available for the Committee's review. The group reviewed the document and provided feedback.

Regarding Section I. Explore and research new content and formats to add to Wisconsin's Digital Library, A. Armour expressed concern about the number of products to review and asked if the committee should prioritize which products should be reviewed/researched first. There was also a suggestion to work with DPI to make sure the WPLC is not duplicating work that they are doing.

Regarding Section II. Assess and continue enhancing juvenile and young adult collections, it was asked if youth could be surveyed to better understand their wants and habits. It was agreed that that would be difficult to directly survey youth patrons so it was suggested to get youth librarians involved in surveying what youth readers are looking for, or survey the youth librarians.

These suggestions will be taken back to the Collection Development Committee for their review and incorporation. The DL Steering Committee will review a revised version at their next meeting.

b. Book Challenges and the Reconsideration Form

There have been recent challenges to titles in the collection. This topic was raised at a recent system directors meeting and discussed by the WPLC Board at their last meeting. The group reviewed the current [reconsideration form](#) and procedure and noted any recommendations for changes would go to the Digital Library Steering Committee. The only change they recommended was adding a timeline to the process.

In addition, the Selection Committee also prepared a document [detailing the process for reconsideration](#). The group provided feedback on both the form and the process.

The Committee agrees that in order to submit a reconsideration form, a person must be a Wisconsin resident. In addition, the form should be updated to incorporate language that states patrons must reside in Wisconsin. It was asked if patrons should be registered library card users. It was agreed that they should be residents, but not necessarily have a card as they could be submitting a request on a title their child checked out, etc. The group agreed that the form should ask for the library card number but it would not require it for submission. The Committee feels it is important to know if the person submitting the form has read, listened to or viewed the title in its entirety and it could be important to know this when reconsidering the title. It was suggested that this shouldn't be a requirement for reconsideration if they didn't finish the whole title as someone might not be able to finish the title for various reasons but still wants to submit the reconsideration request. It was determined that the

reconsideration form should ask this as a yes or no option but if the patron answers “no” the committee will still consider the request.

A clarifying question was asked about the Board’s request of a “timeline” and if the process document was the outcome of that request. It was confirmed that it was and the group agreed that having an actual timeline/turnaround time on the form wasn’t needed.

Motion: Approval of the revised Process for Review of Reconsideration Titles.

Made by: E. Norton

Second: M. Warren

Results: Motion Passes

Project managers will update the form to include the following:

- Add a note that in order to submit a reconsideration, a person must be a Wisconsin resident.
- Add note that if there is more than one title being submitted for review, each title needs to be submitted separately.
- Add a yes or no box with “I have read, listened to, or viewed this title in its entirety.”
- Add barcode section, but not make it a requirement.

c. Steering Committee Orientation Packet

[The orientation packet](#) is updated at the beginning of every year to include updated information for the Committee. The packet was reviewed and the communication channels provided was highlighted as well as the budget overview page.

6. Committee information sharing and questions

Discussion: None

7. Adjournment

Next Meeting Date: April 14, 2022 at 1:00 PM

Meeting ended at: 2:29 pm