

**Wisconsin Public Library Consortium**  
**Board Meeting Agenda**  
**February 21, 2020 at 1:30 PM**  
**by zoom\***

{Alternate in-person location: 980 WI-16, West Salem, WI 54669}

**1. Call to order/Welcome & Introductions**

**2. Consent Agenda**

- a. Review agenda
- b. Approval of minutes from [October 22, 2019](#)
- c. Acceptance of Steering Committee minutes from [November 14, 2019](#)
- d. Decisions made between October 22, 2019 and current meeting: None

**3. Updates from Previous Meetings/Projects**

- a. Historical and Local Digital Collections Committee
- b. Collection Development Committee
- c. [YTD Budget](#)

**4. New Business**

**a. Apportionment of the 2019 Budget Carryover and Unbudgeted Expenses**

*Background:* Each year, we take the funds not spent by the Consortium in the previous year and allocate them to the appropriate budget for the current year. This year, we have the following funds to allocate:

- \$5.00 for Member shares {recommendation: carry over to reserve}
- \$11,150.00 for Donations {recommendation: move to digital content}
- \$37,452.00 for Digital Newspaper uploads {recommendation: carry over to the same line}
- \$12,000.00 for LSTA funding {recommendation: move to R&D}
- \$1.00 for Recorded books {recommendation: carry over to reserve}
- \$985.05 for Website {recommendation: carry over to the same line}
- \$1,497.81 for Digital content {recommendation: carry over to the same line}
- \$4,925.00 for Digital newspaper hosting {recommendation: carry over to the same line}
- \$642.28 for Newspaper upload {recommendation: carry over to the same line}
- \$17,000 for R&D {recommendation: carry over to the same line}
- \$34,551.23 for Reserve {recommendation: carry over to the same line}
- \$9.00 from Buying pool {recommendation: remove from digital content}
- \$438.50 in Other income (Roundtable expense) [remove from reserve]

*Additional Documents:* [2019 End of Year Budget](#)

*Questions for discussion:*

- Are there any questions or concerns about the proposed allocation and changes?

**b. Formation of Budget Committee**

*Background:* The Board needs to form the annual Budget Committee. Last year, the Budget Committee consisted of:

- The Board Chair
- The Board Liaison to the Steering Committee

- A representative from any Board Subcommittee (currently the Historical and Local Digital Collections Committee)
- A volunteer from the Board

At this meeting, we should confirm the members and ask for volunteers from the Board.

*Additional documents:* None

*Questions for discussion:*

- Does the Board wish to keep the makeup of the Budget Committee the same as last year?
- Who would like to serve on the Committee as the Board volunteer?

**c. Planning for the 2020 Annual Meeting**

*Background:* Our next meeting will be the WPLC Annual Meeting, held in conjunction with the Steering Committee. WAPL will be held April 29-May 1, 2020 at Best Western Premier Waterfront Hotel & Conference Center in Oshkosh. The group agreed at the last meeting the meeting will be held on Wednesday, April 29th and discussed having a WPLC informational session during WAPL, similar to the format of 2019.

*Additional documents:* None

*Questions for discussion:*

- What are discussion topics for the annual meeting and informational session?
- Are there specific concerns we need to address?

**d. Potential R&D projects**

*Background:* At the last meeting of the Board, partners shared some potential R&D project ideas for 2020. There was a lot of interest in both the augmented reality historical society project and advocacy efforts. As a next step, project managers were tasked with gathering further information around these topics.

*Additional documents:* [WPLC Potential R&D Project Research 02-2020](#)

*Questions for discussion:*

- Is there any interest in pursuing either of these projects?
- What are other potential outcomes?
- What are next steps?

**e. Discussion: Round Table Survey Results**

*Background:* A survey was sent out to the Board, Steering Committee and Collection Development Committee. The intent of the survey was to gauge the support of the various statements created by the groups.

*Additional documents:* [WPLC Roundtable Survey Summary](#)

*Questions for discussion:*

- Of the identified issues, what are the topics that the WPLC should focus on for this upcoming year?
- f. **Discussion: SRLAAW recommendation related to technology projects governance**  
*Background:* SRLAAW made a recommendation to WPLC related to technology projects governance. We will discuss the recommendation and next steps.
- g. **Discussion: Support Course**  
*Background:* The WPLC provides and updates support course documentation. However, WiLS provides the course twice a year for \$45 per person. WiLS will no longer be providing this service.
- Questions for discussion:*
- Does the membership want to run the course?
- h. **Annual Review of Consortium Documents**  
*Background:* As this is our first meeting of the year, we would like to review the Board orientation packet.
- Additional documents:* [WPLC Board Orientation Packet 2020](#)

## 5. Information Sharing from Partners

## 6. Meeting Evaluation

How did the meeting go? Was everyone participating? How might we improve for our next meeting?

## 7. Adjourn

*Next meeting: Annual Meeting and Board Meeting on April 29, 2020.*

### \*Join Zoom Meeting

Join Zoom Meeting <https://zoom.us/j/730803329>

Meeting ID: 730 803 329

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