



WPLC Board Meeting

April 30, 2025, at 1:00 pm

In Person at the BF Carter/Anna M Room of the Marriott Waterfront Hotel
And Convention Center, Oshkosh, WI or via zoom*

PRESENT: Mellanie Mercier (Bridges), Katelyn Dubiel (IFLS), Rebecca Scherer (MCLS), Steve Hesel (MCFLS), Riti Grover (Monarch), Katherine Elchert (NWLS), Bradley Shipps (OWLS) and Proxy for Tracy Vreeke (Nicolet), Steve Ohs (PLLS), Shannon Schultz (SCLS), Angela Noel (SWLS), Kristen Anderson (WRLS), Clairellyn Sommersmith (Winnefox), Marla Sepnaski (WVLS)

ABSENT: Rob Nunez (Kenosha)

GUESTS: Karol Kennedy (Bridges), Ben Miller (DPI)

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

1. Call to Order

R. Scherer called the meeting to order at 1:00 pm

2. Welcome, Proxy Announcements, and Roll Call

R. Scherer welcomed the group, asked for proxy announcements, and did a roll call.

B. Miller mentioned Peter Hamon, former SCLS director and one of the original thought leaders behind the WPLC passed away earlier this week. He was a mentor to many in the WI library community. [Link to Peter's obituary and memory board.](#)

3. Consent Agenda

a. Review agenda

b. Approval of minutes from [February 17, 2025](#)

c. Acceptance of Digital Library Steering Committee minutes from [February 13, 2025](#) and [April 10, 2025](#)

d. Acceptance of Technology Steering Committee Meeting notes from [March 18, 2025](#)

e. [YTD Budget](#)

C. Sommersmith moved approval of the consent agenda with the addition of the Call to Action Campaign as agenda item 4.e. S. Hesel seconded. Motion passed unanimously.

4. Committee and Project Updates

a. Digital Library Steering Committee Update

The DL Steering Committee met in February and April. At their February meeting they approved the Collection Development Committee's recommendations. These initiatives will run from 2026

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through 2027. They include an increase for the buying pool by 5% for both 2026 and 2027, developing an updated collection plan that will include selection responsibilities for the shared collection and system Advantage accounts (this could also potentially include a restructuring of the Selection committee), and developing ways to additionally support system Advantage selecting.

Their meeting in April was devoted to a presentation and question and answer session with the OverDrive Account Management Team. They discussed ways to increase patron satisfaction by focusing on Advantage purchasing and curating collections, as well as an overview of Advantage Lucky Day benefits and how tos. They also reviewed the benefits of changing current checkout and hold limits as well as circulation limits.

b. Technology Steering Committee Update - [Draft Data Dashboard Pilot Project Report: Findings & Feedback](#)

K. Anderson noted that the Technology Steering Committee met and shared a draft of the Data Dashboard Pilot Project Report. The pilot has been extended to June 30, 2025, thanks to DPI support. The report covers the evaluation conducted after the conclusion of the pilot. Feedback was largely positive with 100% of respondents noting it was to some degree helpful and with 58% indicating it was extremely helpful. The Committee was initially concerned about the response rate but the data analysts assured the Committee that a 10-15% is very reasonable. Funding a tool going forward is another consideration before the committee. 100% of respondents indicated value in ongoing access and expressed a need for more specifics on costs before committing to an answer on how to fund the Data Dashboard in the future. The ballpark figure for annual costs for the Dashboard are \$10k. The Tech Steering Committee is also considering whether or not to do more promotion/training between now and June 30th.

c. Delivery Workgroup Update

Since March, the Delivery Workgroup has held time in each meeting for the systems that were impacted by Waltco's service changes to share updates with the full group on their progress. All systems had new processes, routes, and couriers readied before Waltco ended service at the end of February. Overall the change has been going well: There have been just a few hiccups that are being addressed as they come up; and an adjustment period, especially for sites that now have fewer pickups/drop-offs. Systems that have a new courier (Purple Mountain) are happy with the service so far.

The Spring Statewide Delivery Volume Counts collection period has been running through April, and will be closing today. This is information that is used to help calculate each system's portion of the statewide delivery budget; and systems have until the end of May to enter their libraries' data in the collection spreadsheet.

In April, Corey Baumann at SCLS shared the delivery volume statistics that SCLS's drivers collect monthly. SCLS has been doing this for a few years, and it's been helpful to be able to see such detailed information over a period of time. The workgroup has an interest in doing this on a

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statewide level, and suggested that a starting point would be to use SCLS's process and spreadsheets at a smaller system to start with—then more systems could adopt the process based on that pilot.

Looking ahead:

- SCLS is hopeful to have the statewide delivery budget ready before the workgroup meets again; at that time the group may decide to update the formulas used to distribute the cost across each system, and will then submit the 2026 delivery operations budget for the Board's approval.
- The workgroup also now has two in-person/virtual hybrid meetings scheduled:
 - The August 1st meeting will be held at the MCFLS offices in Milwaukee with a tour of their delivery operations to follow.
 - The October 3rd meeting will be hosted by Winnefox, and plans are still being finalized but the idea is to visit a couple of locations to see how delivery works at each.
- The workgroup has also identified a couple of topics that they would like to dedicate a meeting to later this year, and potentially invite library/system delivery staff to join: Damaged Items Best Practices and Safety and Safety Training.

The workgroup typically meets on the first Friday of every month at 9am, however will not be meeting on Friday, May 2nd because of WAPL. The group will meet again on Friday, June 6th.

d. Historical and Local Digital Collections Committee

The Historical and Local Digital Collections Committee is between projects at the moment. The committee decided to suspend the community of practice pilot due to low uptake from system staff. Kristen Whitson from Recollection Wisconsin attended the March committee meeting with a proposal to collaborate on project design and planning related to historic newspapers, potentially integrating them into the Recollection Wisconsin platform. That conversation is still in the early stages, but with the expertise of the committee members and the already strong relationship between the committee and RW, it seems likely that that will progress and will provide the committee with a concrete activity/project that aligns with their charge.

Next steps include stakeholder conversations (ongoing) and meetings to identify the scope of the exploration. The next official committee meeting is in November 2025.

e. Call to Action Campaign in Libby

The Board made a few wording changes and discussed the launch date and how long the campaign will run. The Board will revisit the wording at their next meeting for any revisions/updates. The campaign will launch May 1, 2025 and run until the Board decides to close it. Note: the campaign character limit is set at 200 characters. The font and Join Us button are not modifiable at this time. A question was asked if engagement with the Speak Up for WI Libraries website could be tracked and S. Heser will look into this.

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5. Discussion and Action Items

a. Discussion: Debrief from annual meeting and feedback session.

The group debriefed from the annual meeting and listening/feedback sessions. It was noted that there weren't many participants and right now the biggest concern is with IMLS funding cuts and that impact on the WPLC.

The Board was asked if they would like to do the same format next year with a virtual annual membership meeting followed by a listening/feedback session. R. Grover is in favor of continuing the feedback session. There was a discussion about how to engage attendees better in future years. Asking specific questions the Board wants feedback on might be a great way to get a more robust conversation. The Board also discussed the focus of future feedback sessions. It was suggested that it might be helpful to designate people from systems to attend any future feedback sessions. R. Scherer mentioned this might be a great topic for the soon-to-be formed board communications committee. The day and time for future sessions will be reviewed to avoid monthly system meetings.

b. Discussion: 2026 and 2027 Draft Budgets and Definitions

The 2026 and 2027 budgets have been drafted by the budget committee. Project managers gave an overview of the 2026 budget. It was noted that there were not that many proposed changes from the previous budget. The 5% increase to the buying pool, as recommended by the Collection Development Committee and Digital Library Steering Committee is included.

The board was asked if they had any concerns, questions or feedback for the Budget Committee. The Board discussed the additional \$20K that has been historically allocated for magazines which always come in at \$80K. C. Sommersmith asked if the budget needs to be raised by an additional percent to cover the amount from magazines that is rolled over into the collection budget. The board ultimately decided to not pursue an increase over the 5% increase recommended by the WPLC Collection Development Committee. About ½ of systems in attendance pay for their members' portion of digital magazine costs and the other ½ have member libraries fund the cost.

Additional documentation: [2026 Draft Budget](#) and [2027 Draft Budget](#)

c. Discussion and Potential Action: Budget Definitions

The Board determined in June of 2024 that the Budget Committee will revisit applying definitions and the purpose of the R&D and Reserves lines when they begin discussing the 2026-27 budget.

The group reviewed and discussed the following R&D and Reserve draft definitions from the Budget Committee.

- RESERVES: The WPLC Reserves are a dedicated fund set aside for future use as determined by the WPLC board.

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- R&D: The WPLC R&D fund supports defined research and development projects in line with the mission and goals of the WPLC and its members.

S. Ohs moved to approve the definitions for Reserves and R&D as suggested by the Budget Committee. R. Grover seconded. Motion passed.

d. Discussion and Action: Collection Development Policy

The [Collection Development Policy](#) has been reviewed and updated by the Selection, Collection Development, and Digital Library Steering Committee for the Board's review and approval.

The Board reviewed the changes as outlined by M. Clark.

S. Ohs approved the Collection Development Policy Changes. A.Noel seconded. Discussion: S. Heser is pleased with the Reconsideration Process. Motion passed.

6. Strategic Planning Process Activities and Discussions

[Plan Activation and Assessment Worksheet](#)

a. Formation of a Communications Committee

The Board discussed appointing a communications committee or workgroup to plan and execute WPLC communications. The Board also discussed if this same group will act as the website review workgroup or if the communications committee should create and appoint members to that group. The Board discussed the makeup of the Communications Committee as well as if there should be a Website Committee as a distinct committee or a subcommittee of the Communications Committee. Members of the Communications Committee should include one WPLC board member, one from each steering committee (2), one statewide marketing cohort member, one library director and Beth Tomev from DPI (as a non-voting member)

The Board will bring recommended names representing each of the categories above for the Communication Committee at their June meeting. The Website Workgroup potentially will include Jean Anderson (SCLS), Amy Eisenschink (MCLS), Kristen Laufenberg (OWLS) and either Kristen Anderson or Steve Heser as a Board representative.

b. Establishing WPLC Values

One of the strategic planning activities that the Board prioritized for Year 1 is to work on a set of WPLC Values, to help with project scope. Project managers will guide this work this spring. In a follow-up email to today's meeting, you'll see a link to a Values Starting Question form that will ask you to think about stakeholder expectations and what you think WPLC should stand for. You'll have two weeks to complete that form, and then project managers will create a response summary and some draft value statements. The Board will receive those in advance of your June meeting, and then time will be dedicated to discussing the draft statements in that meeting. We'll aim to have those statements finalized over the summer, and then approved or adopted by the Board in October.

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The group was asked if they had any questions or concerns about this approach? The Board had no questions.

c. Advocacy Work

The Board discussed the potential outcomes and needs around the concept of a dedicated WPLC director and/or staff members to assist in meeting goals for better advocacy for funding and better terms with publishers.

Questions for consideration:

- *Is there value in pursuing this right now?*
- *Does the board want to establish a workgroup for this?*

Discussion: S. Ohs suggested putting a pause on this work for 6 months due to time constraints and capacity issues. There has been discussion about hiring a person to handle fundraising for the WPLC. S. Hesser mentioned that the strategic planning work around values might shape this advocacy work. B. Miller will provide updates around COSLA work with publishers and the pursuit of fair pricing models. The advocacy work topic will be added to the October Board agenda.

7. 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. Ohs mentioned that PLLS member libraries drafted a letter to Midwest Tape, specifically regarding Hoopla to encourage them to engage more with Wi Libraries. He also mentioned that PLLS member libraries have agreed to contribute additional funding to the PLLS Advantage account. B. Miller offered to provide IMLS update information to anyone.

8. Adjourn

Next meeting: June 9, 2025, at 2:00 pm

The Meeting Ended at: 2:45 pm

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