

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

ATTENDEES: Kristen Anderson (WRLS), Sherry Anderson (NWLS), Melissa Aro (DPI), Bryan Durkee (OWLS), Steve Hesel (MCFLS), Karol Kennedy (BLS), Vicki Teal Lovely (SCLS), John Thompson (IFLS)

ABSENT: Wyatt Ditzler (PLLS), Marla Sepnafski (WVLS)

Project Managers: Jennifer Chamberlain (WiLS), Melody Clark (WiLS)

1. Call to order

The meeting started at 3:03 pm

2. Welcome new steering member, Bryan Durkee OWLS

V. Teal Lovely and the committee welcomed the newest member of the Steering committee, Bryan Durkee. Bryan introduced himself, and the group did a round of introductions.

3. Review Agenda – changes or additions

No changes were suggested.

4. Approval of minutes – [February 13, 2024](#)

K. Kennedy moved to approve the minutes, S. Hesel seconded. No changes were made. Motion carried.

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
 - WPLC re-branding work on the dashboard is underway.
 - 2023 Annual Report preliminary data has been released and will be integrated into the dashboard before the pilot. This means 2015-2023 data will be available for users during the pilot phase.
 - Kim Kieswetter, Data Analyst with WiLS, is creating population size cohorts based on the population bands DPI uses to go along with locale cohorts for benchmarking options and creating some system-oriented pages for system folks to review during the pilot.
- Tech Community of Practice update –W. Dietzler was unable to attend today’s meeting but provided the following update via email:
 - Systems are having varied experiences with the transition to the new TEACH circuits. Some report days-long outages in extreme transitions.
 - PLLS is about 50% migrated.
 - Winnefox is about 75% migrated.
 - SCLS is about 40% migrated.

- Faronics DeepFreeze licensing renewals. Discussion of potential pricing increases and how to overcome or pool purchasing power.
- The group discussed how they would like this community of practice to operate. Will they keep agendas and notes? Vicki will continue to make the agendas. Meetings can have a different leader whose role is to move the meeting along.
- Meetings will be held every other month, starting in June.
- The annual in-person Tech Talk is scheduled for Wednesday, August 21 at the Kilbourn Public Library in Wisconsin Dells.

6. Discussion Items

a. Updating the 2021 WI System Technology & ILS Survey

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.

It was asked if the WPLC Technology Steering Committee would oversee this survey, determine the frequency, as well as provide input for any changes or additions.

The group agreed that this should be sent out to system directors to be updated every other year, with an annual reminder.

b. Technology Backup Maintenance Extension

The Technology Backup and Digital Archives Backup projects 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.

It was shared that administrators worked with Dell to get a no-cost extension until 2025. However, it may be beneficial to get another extension until 2026, however, there would be a cost for this. There are reserve costs that could be used. It was noted that there were some systems that put money into the project previously. Those funds and grant funds make up the reserve costs.

The extension of maintenance would also include the hardware for the archival piece. B. Durkee noted that he has had experience working with extending hardware for a year and shared a contact at Service Express or Park Place as a possible option for hardware extensions. K. Anderson also noted that WRLS has worked with Park Place as well and has been pleased with their work.

V. Teal Lovely noted that SCLS may be willing to contribute a share of the total cost, but doesn't expect other systems to contribute. V. Teal Lovely can poll the other partners to try and lower the costs to take out of reserves.

J. Thompson made a motion to explore alternative options and if there are no better options, to use the reserve funds to extend the current maintenance. Seconded by S. Hesper. Motion passed.

c. Technology Digital Archive Backup Participation Agreement Review and approval

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.

It was shared that the Archive Backup wanted the Steering Committee to review the archival backup participation document.

K. Anderson made a motion to accept the Technology Digital Archive Backup Participation Agreement. K. Kennedy seconded. Motion passed.

d. Technology Digital Archive Backup - Succession Policy draft review

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.

It was noted that this document is still in draft form. It describes that the Technology Steering Committee and Board would approve and oversee any transition of the project or the policy gives the depositor options to either return the documents/materials or return them to the depositor.

Any changes or suggestions could be added directly to the document by June 10th. The document will be approved by this body at their next meeting. The group agreed that the document can be shared with partners in advance of the approval.

7. Committee information sharing and questions

There was no information shared.

8. Next Meeting Date and Adjournment: The next meeting of this committee will be held on August 13, 2024 at 3:00 pm.

Meeting adjourned at 3:47pm.