

**Wisconsin Public Library Consortium
Technology Collaboration Steering Committee Notes
August 25 at 2:00 pm
via zoom**

ATTENDEES: Kristen Anderson (WRLS), Jeff Gilderson-Duwe (WLS), Bill Herman (DPI), Karol Kennedy (BLS), Sherry Machones (NWLS), Vicki Teal Lovely (SCLS), John Thompson (IFLS)

GUESTS: Robert Nitsch (Monarch)

PROJECT MANAGERS: Jennifer Chamberlain (WiLS), Melody Clark (WiLS)

1. Call to order

Chair J. Gilderson-Duwe called the meeting to order at 2:02 pm.

2. Review Agenda – changes or additions

There were no changes or additions to the agenda.

3. Approval of minutes – [May 4, 2021](#)

J. Thompson moved approval of the minutes. K. Kennedy seconded. Motion carried.

4. Reports: Committee/Workgroup Updates

a. WPLC Technology Operations Committee Meeting Notes – [July 8, 2021](#)

J. Gilderson-Duwe shared how encouraged he is by the work and exploration happening within the Operations Committee.

M. Clark gave a brief overview of the Technology Operations Committee meeting notes and provided an update on the group's current projects. She highlighted the helpful conversation the committee had with Elizabeth Neuman of DPI related to Badgerlink provisions for offsite database authentication made during pandemic and how it might relate to the EZ Proxy project. She noted that the Committee updated an older IT and ILS System survey and it is out in the field now until August 31st. All systems are encouraged to fill it out as the Committee will use this as a baseline survey for future potential projects.

5. New Discussion Items

a. Discussion and Action: Proposal from Tech Operations Committee

The Technology Operations Committee has surveyed the WPLC Tech community and has agreed to move forward with their first proposal around the product Deep Freeze.

Project Lead, Robert Nitsch, presented the project proposal. Nitsch shared product pricing for several Faronics products and hosting options. The vendor is interested in exploring a statewide purchase, but they would prefer to keep the sales representatives per system or library for internal reasons largely commissions based. R. Nitsch is comfortable with this option as long as all representatives honor any newly struck arrangement.

In short, R. Nitsch's initial research shows a cost savings for most systems if we purchase collaboratively in 1, 3, or 5 year agreements. Systems would not have to change anything on their side, all system iterations can run as they are currently. There isn't an identified advantage from a pricing perspective for exploring centralized management.

Something notable is that IFLS/NWLS/WVLS negotiated some incredibly favorable pricing under a 5-year contract. They would not see savings, rather an increase if they were to join in under the pricing R. Nitsch has in hand. However, there has not been strong negotiations yet so pricing may change.

R. Nitsch recommends we start with a 1-year contract and then look to a 3-year contract going forward. R. Nitsch feels the cooperative purchase makes sense from a cost savings perspective.

MCFLS is the one system that is not currently using Deep Freeze. They use another product called Restore/Reboot. A question was asked if we could use this other product as a leveraging tool, but that seems unlikely.

R. Nitsch opened things up for questions:

- K. Kennedy asked where the Bridges/Waukesha numbers are coming from. These are coming from a survey that was sent to all system IT staff and R. Nitsch verified with sales representatives.
- J. Gilderson-Duwe asked if the total licenses include IFLS/NWLS/WVLS licenses. Yes, those are included.
- V. Teal Lovely asked if this is a cloud-based solution. Two options are, yes. Enterprise runs on a local server.
- J. Gilderson-Duwe asked why the range of savings is so wide, varying so greatly between systems. R. Nitsch replied it is dependent upon the number of products subscribed to and the sales rep each system works with. R. Nitsch is still in the haggling stage – just gaining a baseline understanding at this point.
- J. Gilderson-Duwe asked what are the next steps? Per R. Nitsch:
 1. Talking with sales rep and see how close they can match IFLS/NWLS/WVLS pricing.
 2. Entering into negotiations. R. Nitsch requested some assistance with this step. Anderson volunteered their new IT staff member, Walter Leifeld, who comes from private sector.
- B. Herman asked if there might be a way to distribute the savings across all systems so everyone experiences some savings? R. Nitsch is concerned about equity given some systems have a higher number of licenses (impacts pricing) or different products that have different price points.
- J. Gilderson-Duwe suggested we ask for two different pricing structures. One with northern IT consortium, one without.
- V. Teal Lovely suggested we ask for statewide pricing/contract like we do with the Dell PC project. Each system has their own ordering portal, but all qualify for a statewide price.

Consensus was reached to authorize R. Nitsch and Walter Leifeld from WRLS to move ahead on negotiating a statewide and/or a statewide minus northern IT group deal and to bring back additional research/information when available.

b. Discussion and Action: Backup Collaboration Project Roadmap

At the last meeting, the group decided to consider current, ongoing collaborative technology projects. A workgroup was formed to create a recommendation for incorporating the current, ongoing Backup Collaboration project under WPLC governance.

The workgroup presented their [recommendations](#). The committee was asked to vote on the following:

- Recommend to WPLC Board recognition of existing Backup collaboration as a "project" of WPLC
- Recommend to WPLC Board recognition of existing Digitization collaboration as a "project" of WPLC
- Recommend to WPLC Board creation of a Backup Collaboration Steering Committee to guide this project and advise WPLC Board on its development
- Recommend to WPLC Board creation of a Digitization Collaboration Steering Committee to guide this project and advise WPLC Board on its development

Discussion:

- V. Teal Lovely suggested we call the project “Digitization Archives Backup collaboration” or J. Chamberlain suggested “Digital Archives Backup collaboration.” J. Chamberlain will ask Emily Pfothenauer of Recollection Wisconsin for her recommendation on what to call this project.
- M. Clark inquired about the proposal of two new steering committees and the need for project management services for those.
- J. Gilderson-Duwe shares M. Clark’s concern about the amplification of work required for additional steering committees. Yet he feels the scope, expense and longevity of these projects call for their own steering committees and he feels there would be a need for additional project management support for communication.
 - Because this project is large, expensive, and doesn’t involve all WPLC members – that is what is driving the need for a steering committee.
- J. Thompson added we look at it on a case-by-case basis from the scope of a project. For example, Deep Freeze doesn’t need its own steering committee, but these back up collaborations do.
- Overall concern that we don’t want to have too many steering committees unless necessary.
- J. Chamberlain asked where the budget for these projects live? In the WPLC budget or separate? V. Teal Lovely suggested the newly formed steering committee, in the case of these two backup projects, would work this out.
- J. Gilderson-Duwe asked J. Chamberlain to look into how we work into the bylaw’s revision the role of WPLC board and voting on projects that do not involve all WPLC partners.

J. Thompson moved to forward the proposal as written to the WPLC board at the October meeting. S. Machones seconded. Motion passed.

c. Discussion and Potential Action: Technology Steering Chair Nomination

Typically, at the second to last meeting of the year for a WPLC body, a nominations workgroup is formed to select and nominate a chair of the body for the following year. The group was asked if they would like to form a nominations committee, or have an informal nomination.

Thompson moved for J. Gilderson-Duwe to continue as chair, S. Machones seconded. Motion passed.

J. Gilderson-Duwe noted that our steering committee is at the minimum number of representatives and that we should put out a call for more members from other systems. M. Clark will send out an email soliciting more members. J. Thompson suggested we recruit members from the smaller systems (two or single county systems).

6. Committee information sharing and questions

M. Clark reminded the committee that it was requested we document the history of technology collaborations prior to the formation of this committee. She asked for any historical documents or information to be sent directly to her and she will compile.

7. Next Meeting Date and Adjournment: November 2, 2021 at 2:00 pm

J. Gilderson-Duwe requested we move the meeting to 2:00 pm on that same day. Committee was in agreement and M. Clark will update calendars.

Meeting adjourned at 3:03 pm