

Wisconsin Public Library Consortium
Delivery Workgroup Agenda
October 4, 2024, at 9:00 am
by Zoom*

1. Review Agenda - Changes or Additions

2. Discussion Items

a. Discussion: 2026 Budget Planning

Background: At a previous meeting it was suggested that the group should begin planning for the 2026 budget. The group determined that having volume and cost data would be beneficial for this discussion.

During the meeting: The group will review the 2025 budget and discuss anticipated 2026 costs.

Additional documents: [Intersystem Delivery Cost 2025](#), [Intersystem Delivery Analysis 2010-2024](#)

b. Discussion: Review of Updated Volume and Cost Data sheet

Background: At the workgroup's previous meeting in August, the Project Managers presented a draft version of a document to collect systems' volume and cost data. The workgroup provided feedback on this document's usability and suggested updates. Project Managers have updated the sheet with the group's recommendations, and are bringing it back to the group for further review.

During the meeting: The group will determine if the document needs any further updates, the frequency of obtaining this information from systems, and will have an opportunity to set a date for the next data collection period.

Additional Documentation: [2024 Statewide Delivery Count Sheet DRAFT](#)

c. Discussion: In-Person Meeting

Background: At a previous meeting, the group determined that it would be beneficial to have at least one on-site visit/meeting per year to understand how each system's delivery operations are handled. A region will be identified, and potentially two systems would be visited in one day.

During the meeting: The group will determine location for an in person meeting and tour.

d. Discussion: Delivery Standards

Background: In 2022, a team began working on a document of Delivery Standards specific to intersystem delivery, which covers recommended workflows while also recognizing that some vendors may not be able to meet preferred standards.

During the meeting: The group will review the document and discuss if it would be beneficial to continue to develop a Delivery Standards document.

Additional Documentation: [Delivery Standards](#)

***Connection Information**

<https://us02web.zoom.us/j/84185218942?pwd=7gjva4aQXOYnE6EfxaKgNKehkgbsY9.1>

Meeting ID: 841 8521 8942

Passcode: 746466