Wisconsin Public Library Consortium
Board Meeting Minutes - DRAFT
November 18, 2015, 10:00 a.m.

Mark Arend (WLS), Evan Bend (OWLS), Sue Cantrell (MWFLS), Ryan Claringbole (DPI), Melody Clark (ALS), Steve Heser (MCFLS), Joshua Klingbeil (WVLS), Mellanie Mercier (WCFLS), Mark Merrifield (NFLS), Steve Ohs (LLS), Rebecca Petersen (MCLS), Krista Ross (SWLS), Lin Swartz-Truesdell (KCLS), Martha Van Pelt (SCLS), Maureen Welch (IFLS)

Call to order

1. **Review agenda: No changes**

2. **Approval of minutes from** August 26, 2015
     M. Merrifield moved to approve, J. Klingbeil seconded. Approved.

3. **Information sharing from partners**
     - S. Cantrell (MWFLS) – Update on planning process: all-director meeting tomorrow, directors will make recommendation to committee, which will recommend a final decision to board.

4. **Current project discussion/decisions**
a. 2016 WPLC Board Chair & Liaison (Van Pelt)
    i. The nomination workgroup is recommending Krista Ross, SWLS, to be the 2016 WPLC Board Chair. No additional nominations. Vote now to confirm this nomination, with a final election at February 2016 meeting. Motion from M. Arend/seconded J. Klingbeil. Approved unanimously.

    ii. A new Board liaison to the Steering Committee needs to be selected for 2016. A request for nominees was sent out to the board. Maureen Welch from IFLS has volunteered. J. Klingbeil moves to nominate her. Seconded by M. Merrifield. Approved unanimously.

b. Approval of next year's Board & Steering Committee meeting calendar (Van Pelt) – No questions. Motion from Mark A./Seconded by J. Klingbeil. Approved unanimously.

c. Collaborative Digitization Workgroup (M. Clark, E. Pfotenhauer) – Consideration of recommendation from WPLC Collaborative Digitization Workgroup.

    i. Background/process – Work Group included members with existing collaborative projects and members with interest/need but no existing project. Group identified four areas of need. Researched current projects within the state (WRLS, OWLS/NFLS, ESLS) and other statewide models (South Carolina and New York).

    ii. Majority of funding recommendation is for training. One of the most expensive investments is software platform/hosting. Milwaukee Public Library, in partnership with RW, will provide use of CONTENTdm platform with unlimited license.

    iii. Motion from E. Bend/Seconded by M. Merrifield. J. Klingbeil – work group did good work. Storage for master files is still a concern and a priority area for research and collaboration. This work group conversation is leading to further conversation and potential collaboration. Approved unanimously.

d. Patron/Non-Patron Statewide Survey (Smith) – Discussion about forming a workgroup to discuss future survey needs and uses. WPLC has done a statewide survey in 2003, 2007 and 2012. While valuable and rich information has been gathered with these surveys, the results haven't been used or turned into actions as much as they could be. Before discussing whether to do this survey again, it's suggested the board direct the project managers form a workgroup of WPLC members and statewide partners, including WLA and DPI, to discuss the need and uses for this survey and the data from the past surveys in conjunction with other data gathered by different stakeholders in the state.

Motion to form work group: M. Clark moved/Seconded by J. Klingbeil. Question from M. Van Pelt – what is the timeline? Likely fairly short. Would start right away to have an initial recommendation on next steps by February board meeting. Approved.

Volunteers for work group: M. Clark, J. Klingbeil, S. Heser. Will add additional members from other stakeholders.

e. Analytics workgroup (Smith) – The Analytics Workgroup is having demonstrations on Dec. 3rd at an all-day meeting with Gale demonstrating in the morning and Civic Technologies demonstrating in the afternoon at the Kilbourn Public Library in Wisconsin Dells. Board members are welcome to attend – let S. Morrill know if you are coming; bring your own laptop because it's a hands-on workshop.

The project managers request the board to consider using reserve WPLC funds to buy morning food and beverages (fruit, pastries, juice, and coffee) and/or lunch for the workgroup. Max $250. Motion – A. Arend/Seconded J. Klingbeil. Approved.

5. **Updates from previous meetings**
a. LEAP & Library Simplified (Smith) – [See workgroup and project updates](#)
    S. Morrill has a message out to Micah May at NYPL to gather more information.

b. Analytics workgroup update (Smith) – See workgroup and project updates

c. OverDrive Periodicals project update (Smith)
    M. Van Pelt: SCLS is continuing with Flipster next year. There is some overlap with titles between Overdrive/Flipster, which means we will be able to get a comparison of use between the two platforms. M. Arend: Winnefox is doing the same approach. Data gathered in coming year will provide a good barometer for future plans.

d. Newspaper project (Smith) – See workgroup and project updates

e. Buying pool percentage pilot project (Smith) – See workgroup and project updates

f. YTD WPLC Budget (Smith) – report sent with agenda
    On pace; holiday buying coming up soon. Plenty of funds available for "Christmas push." Current buying pool balance is $230,000.

g. Steering Committee update (Bend) – See [September 2015 Steering Minutes](#)
    Committee meets tomorrow. Agenda items include election of new chair, starting process for creating Overdrive development wish list, starting Collection Development Policy work group process. Question from M. Clark: What is term length for committee representatives? No formal term limits -- this is up to each system.

h. Decisions made in between meetings (8/26/15 to 11/18/15): none

6. **New Projects/Proposals/Discussions**
    J. Klingbeil: Digital Preservation Task Force (outcome from Collaborative Digitization Work Group). Revisit again as implementation of collaborative digitization work moves forward.

M. Van Pelt: Thank you for the opportunity to chair the board for the past two years!

Motion to adjourn: all.

Next Meeting Date:

February 24, 2015 at 10:00 a.m. via GoToMeeting