

Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Minutes

February 25, 2016 1:00 PM

Via GoToMeeting

ATTENDEES: Mary Alice Bodden (Theresa/MWLS), Beth Carpenter (Kimberly-Little Chute/OWLS), Inese Christman (WVLS), Heidi Cox (Mcfarland/SCLS), Dale V. Cropper (Brown County/NLS), Julia Davis (Kiel/MCLS), Michael DeVries (Beloit/ALS), Kristie Hauer (Shawano/NLS), Jennifer Loeffel (Franklin/MCFLS), Pete Loeffel (Muskego/BLS), Jessica MacPhail (Racine/LLS), Emily Passey (Shorewood/MCFLS), Judy Pinger (Milwaukee/MCFLS), Renee Ponzio (L.E. Phillips/IFLS), Sue Queiser (Barron/IFLS), Kelly Rohde (Mead/ESLS), Holly Selwitschka (Winneconne/WLS), Amy Stormberg (Shell Lake/NWLS), Lin Swartz-Truesdell (Kenosha/KCLS), Molly Warren (Madison/SCLS), Karina Zidon (Platteville/SWLS)

ABSENT: Noreen Fish (La Crosse/WRLS), Amy Lutzke (Dwight Foster/BLS), Bob Stack (Portage/SCLS), Jennie Stoltz (Pewaukee/BLS), Maureen Welch (IFLS)

GUESTS: Becky Petersen (MCFS), Martha Van Pelt (SCLS)

PROJECT MANAGERS: Melody Clark (WILS), Sara Gold (WiLS), Bruce Smith (WiLS)

1. **Call to order:** Bruce Smith called the meeting to order at 1:01 PM.
B. Smith put a motion forward to appoint Dale Cropper as 2016 WPLC Steering Committee Chair.
The motion was passed unanimously.
2. **Review Agenda** – There were no changes or additions.
3. **Approval of minutes** – [November 19, 2015](#)
Motion: Approval of minutes
Moved to approve: Jessica MacPhail
Second: Jennifer Loeffel
Discussion: None Motion passed unanimously.
4. **Action Items**
 - a. Welcome new members
 - i. Michael DeVries (Arrowhead)
 - ii. Mary Alice Bodden (Mid-Wisconsin)
 - iii. Maureen Welch (Indianhead)
 - iv. Review of Position Description – See [Steering Committee Job Description](#)
The importance of sharing information with libraries in systems was emphasized.
 - b. Annual meeting update (Smith) – See [Meeting Calendar](#)
B. Smith went through the calendar and highlighted meetings that will be occurring in 2016. The WPLC Annual Meeting will be held Wed May 11th, in person, during WAPL at a location TBD in Oshkosh.
5. **Reports: Committees, Work Groups and Project Manager Updates**
 - a. Decisions made in between 11/19/15 and 2/25/16 meetings: On January 28, 2016 the committee approved taking action via email a request by WILS, based on requests from the

library community, to have a message to users for those titles only available in PDF that they cannot be used on mobile devices.

B. Smith explained that occasional non-budgetary issues arise between Steering Committee meetings that need more immediate action. When this occurs, action and decisions are requested of the Steering Committee via email.

b. WPLC Board Report

M. Clark reported that the amount currently allocated for the periodicals pilot is insufficient to meet demand. The idea of using donations was brought up at the February WPLC Board Meeting and tabled until further investigation is done on what it will cost to sufficiently meet demand. It was brought up that it some feel it is reasonable to have systems contribute to periodicals funding.

There was discussion on the high amount of holds patrons are experiencing. Some WPLC Board Members brought up other platforms to investigate and there were a few questions regarding the intent of an investigation into new platforms as well as some support for looking into other platforms. This should be done by the Digital Collections Workgroup.

Analytics workgroup recommended that WPLC not move forward on a state-wide analytics purchase and WiLS and possibly DPI continue to help with education of these products and data gathering and usage in general. Board approved this recommendation.

New budget Timeline was presented and approved. This allows for the budget to be set earlier in the year so systems get numbers out to their libraries earlier. A budget committee was formed; this format also will be changing this year. Budget committee will consist of the board chair, board Liaison to the steering committee, a representative from any other board subcommittees, and a volunteer from the board.

c. Digital Collection Development and Policy workgroup update – See [Workgroup and Project Update](#)

S. Gold reported the workgroup will meet April 4th and have recommendations ready by the next Steering Committee meeting.

d. Winnefox Advantage Pilot report (Smith) – See [Impact of Advantage Spending Summary](#)

A spreadsheet was put together of findings from Winnefox as they have consistently contributed funds to their Advantage account. Please refer to the Impact of Advantage Spending Summary for complete findings. It was noted that patron wait times were significantly reduced by Advantage purchases of high demand titles.

e. Selection Committee (Gold) – See [November](#), [December](#), [January minutes](#)

For the past three months, the selection committee has continued to add audio and ebooks to the shared collection. We are currently faced with 1.6 million holds and are working with Overdrive on some ways to reduce holds in addition to buying more content. The selection committee would like to encourage systems with Advantage accounts to purchase titles with high holds. We are also working with OverDrive to get a more efficient way to manage expiring metered content. Expiring metered content is a large portion of the buying pool as most of the titles purchased are some form of metered content. OverDrive recently released updates to Marketplace that should make management of these titles significantly easier.

OverDrive Update (Smith) – See [OverDrive Update](#)

- i. Website: The new website rollout will be mid to late April. Please see OverDrive update for specific details.
- ii. Wishlist: Please contact Andi Coffin at acoffin@wils.org with questions. WiLS will be meeting with OverDrive team in-person in early March and encourages you to send any questions for OverDrive to any of the WPLC project management team.
- iii. Stats: A suggestion was made that perhaps a turnaround time report might make it easier to see whether patrons are receiving their items sooner, rather than looking at the waitlists every so often. This possibility will be discussed with OverDrive at the March in-person meeting.

f. WiLS Recap of ALA Vendor Meetings Webinar – [Scheduled for 3/11](#)

On Friday March 11th from 10-11 AM, Stef Morrill and Sara Gold will provide a recap of meetings they had at ALA Midwinter in Boston with Zinio, EBSCO (Flipster), Hoopla, TotalBoox, OverDrive and a few other digital providers. Registration link is on the WPLC website under “about” and then WPLC Calendar. You can also find information on the WPLC Blog.

g. Statistics workgroup – See [Workgroup and Project Update](#)

The Statistics work group will be revitalized in 2016 and will help libraries better use WPLC stats to understand and promote the WI Digital Library.

h. Newspaper Project Update (Smith) – See [Newspaper Pilot – Preliminary Report](#)

The board approved forming a new standing committee of the board for digital content combining the Newspaper Pilot Workgroup and the Collaborative Digitization Workgroup and for WPLC to pay hosting fee and two annual bulk uploads of historical newspaper content.

6. Ongoing Discussion Items: None.

7. New Discussion Items: None.

8. Committee information sharing and questions:

Jennifer, Judy and Emily from MCFLS asked if a patron has made recommendations in the past can they clear old ones off their record or have it done automatically? They have a few power users that get recommendations accepted on a regular basis but they still sit out there and impede their ability to place more recommendations. Bruce explained that OverDrive will provide messaging that will pop up to let patrons know they have reached their limits, and this will be live on the site within the next few weeks. We’re also working with OverDrive to get that information on the Library Lending Policies page (<http://dbooks.wplc.info/6A3F256F-84CC-46D2-8C37-D1DEB1A7DC29/10/50/en/LendingPolicies.htm>) as soon as possible. The current policy is three recommendations per calendar month, regardless of whether or not the title is purchased.

9. Next Meeting Date: April 21, 2016 at 1:00 PM via GoTo Meeting

ADJOURNMENT:

Meeting Adorned at 1:43 PM

REPORTER: Sara Gold