

Wisconsin Public Library Consortium
WPLC Board Meeting Minutes - DRAFT
June 9, 2016, 10:00 a.m.

Summary of actions:

- The Historical & Local Digital Collections Committee was established. For more information on their charge, see [Historical Local Collections Committee Charge](#).
- The 2017 budget was passed. See [here](#) for the budget spreadsheet.
- The plan from the [User/Non-User Survey Workgroup](#) was discussed and the workgroup will be moving forward.
- A workgroup was created to review the bylaws. It will include both Board and Steering Committee members, along with other library representation.
- As requested by some Steering Committee members, a workgroup was created to review the buying pool formula.

ATTENDEES: Jean Anderson (SCLS, proxy for Marty Van Pelt), Mark Arend (WLS), Evan Bend (OWLS), Mellanie Mercier (BLS), Joshua Klingbeil (WVLS), Becky Petersen (MCFS), Lin Swartz-Truesdell (KCLS), Krista Ross (SWLS), Steve Platteter (ALS), Michael Sheehan (NWLS), Maureen Welch (IFLS)

ABSENT: Kristen Anderson (WRLS), Amy Birtell (ESLS), Steve Hesel (MCFLS), Mike Gelhausen (MWLS), Mark Merrifield (NLS), Steve Ohs (LLS)

PROJECT MANAGERS: Lisa Marten (WiLS), Stef Morrill (WiLS)

Call to order

Meeting was called to order by K. Ross at 10:01am.

Consent agenda

1. Review agenda
2. Approval of minutes from February 24, 2016
3. Updates from previous meeting
 - a. YTD budget
 - b. LEAP & SimplyE update
 - c. Collaboration Digitization workgroup update
 - d. Steering Committee update

M. Arend moved approval of everything on the consent agenda. M. Sheehan seconded. Motion passed unanimously.

Current project discussion/decisions

Discussion of and action on the charge/membership/leadership/meeting schedule for the Historical & Local Digital Collections Committee. The group reviewed the charge and makeup of the new committee, which came out of the historical newspaper workgroup and digital collaboration workgroup. The makeup of the committee calls for a WPLC board member to be included on the committee. Because not all board members were present, S. Morrill will send an email to all board members after the meeting to determine if anyone is interested in participating on this committee. There have been some digital collaborative workgroup members who have expressed interest in participating: Rose Ziech from SCLS, Bradley Shipps from OWLS, and Inese Christman from WVLS.

S. Platteter moved to approve the historical and local digital collections committee charge. M. Sheehan seconded. Motion passed unanimously.

Discussion of and action on the 2017 budget. The budget document was sent via email on May 27 and was also included with the agenda, along with the following explanation:

The document includes 4 tabs:

1. 2017 budget: This is a summary of the income/expenses with comparisons to 2016.
2. Member shares: This tab calculates the member shares for the activities of WPLC beyond the \$1,150,000 for the buying pool.

Most of the expenses in the draft operational budget are proposed to stay the same. The amount for the newspaper platform hosting has increased because additional content will be added. This amount was approved at the February 2016 Board meeting. A line was added for the ContentDM hosting. In November 2015, WPLC agreed to contribute this amount toward the shared platform at Milwaukee Public Library for 2016, and the same amount would be needed to continue this project.

The partner share amounts will be impacted because of the dissolution of the Mid-Wisconsin Federated Library System. There will be .5 less total shares, so the cost for each remaining partner will increase.

3. Buying Pool Summary: This tab is the calculations for the buying pool. The Steering Committee approved a recommendation to "increase the buying pool by \$150,000 to buy additional copies of titles with high holds." This sheet includes also comparisons with 2016.
4. 2016-17 comparisons and totals: This summarizes the member fee calculations and the buying pool summary and compares the total amount for each system for 2015 and 2016.

S. Morrill reviewed the significant changes as described above. Because of the dissolution of Mid-Wisconsin, the member shares will go up a little bit because we'll be working with fewer system members. As member shares are based on population ranges, there will be one less share because the redistributed population didn't increase ESLs enough to make up for that lost share.

M. Arend moved to approve the 2017 budget as presented. S. Platteter seconded. Motion passed unanimously.

Plan and proposal for soliciting potential providers for the user/non-user survey

The survey workgroup has met and agreed to the following charge:

The WPLC Survey Workgroup will work with the project manager to develop plans for a user/non-user survey of Wisconsin residents, including planning for funding, uses of the survey, and dissemination of survey results. The workgroup will also provide guidance and feedback in the development in the survey.

The group reviewed the plan for the project and a proposal for soliciting potential providers in order to come to the Board with a cost estimate to determine if the Board is interested in moving forward with the project. The priority of the workgroup is to make sure, if we do decide to do the survey again, that the information is used, which has not always happened in the past. The group did not have questions or concerns about the documents presented, so the workgroup will continue to move forward.

New Projects/Proposals/Discussions

Workgroup to review bylaws: Based on the discussion at the Annual Membership Meeting, the Board discussed forming a workgroup to collect and review suggested changes to the bylaws and to work with WiLS to create updated bylaws. Our current bylaws are to be reviewed by 2017 so the timing is good. J. Klingbeil would be interested in participating, but cannot in the next six months, and expressed that he would be able to participate more fully after the beginning of

the year. The group discussed the timeline and felt that the momentum created by the Annual Membership Meeting, along with some concerns expressed during that meeting, would suggest that the workgroup should begin as soon as possible and not wait until 2017. M. Sheehan volunteered to participate on the workgroup. J. Anderson felt that M. Van Pelt would be interested in the workgroup as well. The group will begin its work talking about the big picture for the bylaws and then continue into the actual revisions, probably in early 2017.

J. Klingbeil moved to create the bylaws review workgroup. M. Sheehan seconded.

The group further discussed the makeup of the workgroup. The group felt that it seems fair and appropriate to include both Steering Committee and representation from individual libraries on this workgroup. General library participation might be beneficial to see what their concerns, thoughts, etc. are. The ideal size would be around 5-6 people. The group thought that 1 library, 2 from the Steering Committee, and 3 from the Board would be appropriate. S. Morrill will send out an email asking for volunteers for the workgroup.

Motion passed unanimously.

Workgroup to consider buying pool formula (discussion & possible action): At the last Steering Committee meeting, some systems voted against the increase in the buying pool, not because they do not support more funds going to the buying pool but because the additional funds, while intended to address high holds, does not weight usage more heavily than the formula for the “core” buying pool of \$1,000,000. Milwaukee County Federated Library System requested that the Board reconsider the formula for funds above \$1,000,000. The board discussed forming a workgroup to reconsider the formula. The last time the formula was looked at was 2013.

M. Arend moved to form a workgroup to reconsider the buying pool formula. J. Klingbeil seconded.

The group further discussed the makeup of the workgroup. There should be balanced representation from all levels of contribution, as well as usage and population. Someone from MCLFS should be on this workgroup, as they asked for the group to be created.

Motion passed unanimously.

Purchasing new domain name for the Wisconsin Digital Library. From Steering Committee minutes:

“The steering committee reviewed a suggestion from a library member to change the URL of the WDL as the current one is difficult to promote. The committee reviewed options and pricing for domains. It was discussed that by purchasing a new domain and redirecting it to the current URL, all current bookmarks, website and catalog links would remain active. If a new platform is to be added, in the future this new URL could be used as a landing page or possibly as a discovery layer. The committee voted unanimously to recommend that the WPLC Board purchase a new URL for the WDL. Preferences include wigitallibrary.org and widiglib.org.”

The group discussed the recommendation. M. Arend moved to change the domain name to the two that the Steering Committee recommended and to purchase these for two years. S. Platteter seconded.

The group further discussed the motion. The current domain will not be replaced. The two new domain names will be alternatives. There should be one domain to focus on as the “main” URL, even if we still keep both. J. Klingbeil has already bought/secured these two domains under the WVLS account to make sure they would still be available. Because the decision of which URL to purchase is really the purview of the Steering Committee, the group felt that they could not make a decision about which of the two URLs to purchase. They are asking the Steering Committee to revisit this issue and to make a decision on the URL. There is no concern from the board about creating a new URL for branding purposes.

The first motion was tabled. M. Welch moved that the Boar approve the funds for a new domain name to be chosen by the Steering Committee. M. Arend seconded. Motion passed unanimously.

Information sharing from partners

The group discussed the purpose of this agenda item and if it could be used to spark more conversation about innovative ideas happening in the community. The group agreed that sharing information about what's going on in the systems, particularly on new initiatives, could be a way to discover new opportunities to collaborate. While, to some, it can feel risky to open up about new directions in the current climate, the value of upfront collaboration on new initiatives is greater than the potential risk. Sometimes we forget to talk about the beginning/idea phases. If we provide a forum and encourage the sharing, perhaps the conversations will emerge. There was consensus to tweak this part of the agenda and try different things to spark these conversations. We could provide a focus at each meeting: what are you doing on ____?

Some attendees then shared what they were doing:

- WLVS and IFLS have created a technology sharing partnership. They are working on reducing duplicated costs, exchanging skills sets, and sharing things that are similar. So far, it's been making progress and has been successful. They're starting to work with NWLS to bring in their resources too.
- ALS started providing Hoopla to their patrons. It's a 6 month project to see what usage is like and to see how they should handle it next year. In the first week there has been a reasonable amount of usage so they're excited to see how it plays out.
- SWLS is implementing Boopsie to their libraries.
- KCLS has been working with LLS for the past year and in the next weeks, they'll go live to merge/migrate to the LLS shared catalog.
- WVLS changed out the mode of operations for delivery services. A third party is now doing the delivery, sorting, etc. it's been very successful.

Next Meeting Date: August 24, 2016 via GoToMeeting

Meeting adjourned at: 11:09 am.

Moved to approve adjournment: J. Klingbeil

Second: M. Sheehan

RECORDER: L. Marten