

Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Minutes

September 21, 2017 1:00 p.m.

ATTENDEES: Lori Belongia (Marshfield/SCLS), Desiree Bongers (Winneconne/WLS), Jamie Hein (Appleton/OWLS), Inese Christman (WVLS), Dale V. Cropper (Brown County/NLS), Michael DeVries (Beloit/ALS), Noreen Fish (La Crosse/WRLS), Amy Lutzke (Dwight Foster/BLS), Jessica MacPhail (Racine/LLS), Judy Pinger (Milwaukee/MCFLS), Sue Queiser (Barron/IFLS), Kelly Rohde (Mead/MLS), Roxanne Staveness (Manitowoc Public Library/MCFS), Jennie Stoltz (Pewaukee/BLS), Amy Stormberg (Shell Lake/NWLS), Lin Swartz-Truesdell (Kenosha/KCLS), Molly Warren (Madison/SCLS), Maureen Welch (IFLS), Karina Zidon (Platteville/SWLS)

ABSENT: Mary Alice Bodden (Theresa/MLS), Heidi Cox (Mcfarland/SCLS), Jennifer Loeffel (Franklin/MCFLS), Emily Vieyra (Shorewood/MCFLS), Mark Troendle (LE Phillips/IFLS)

GUEST: Tina Kakuske (Door County/NFLS)

PROJECT MANAGERS: Melody Clark (WiLS), Sara Gold (WiLS)

1. **Call to order:** D. Cropper called the meeting to order at 1:00 PM
2. **Review Agenda:** An update on the OverDrive Reading History was requested and will be discussed during the OverDrive Update, section 4 e.
3. **Approval of minutes – [May 25, 2017](#)**
Motion: Approval of Minutes
Moved to approve: A. Stormberg
Second: J. MacPhail
Results: Motion passed
Discussion: None
4. **Reports: Committees, Work Groups and Project Manager Updates**
 - a. **Decisions made in between 5/25/17 and 9/21/17 meetings**
D. Cropper reported that there was a discussion and decision over email to allow OverDrive to provide support for requests that come via the Libby App.
 - b. **WPLC Board Report**
M. Welch reported WPLC Board has met twice. The first meeting was June 8th in which the Board passed the 2018 budget and had a discussion about the email lists of WPLC and whether the lists should be open to all or just to members of various committees. The board decided that the Board, Steering, and Workgroup lists should be treated as working lists and limited to a couple of members from each library system or participants in the workgroup. Membership on these lists should be reviewed annual. Other lists, such as the Advantage selectors, Catalogers, and Announcements lists, will have open membership. The second meeting was Aug 4th, in person, for a bylaws discussion. There was also a BiblioBoard demo in Aug as well.

c. **Selection Committee**

S. Gold reported there is \$413, 000 left in collection budget as of Aug 30th. She will be sending out notifications to current selectors and system directors about re-upping for 2018. S. Gold mentioned the recommendations from the Digital Collection Work Group may change the way selectors choose titles and the titles that are selected. She explained the process of ordering additional copies of metered titles both by time and checkout and thanked those who have brought to her attention, titles that have expired and have holds on them. S. Gold asked that the Committee please share titles that may fall through the cracks in terms of renewals and will follow up with OverDrive to see why titles may not make it onto a reorder list.

d. **Digital Collection Workgroup** – See [2017 Workgroup Research](#)

M. Clark referenced the Workgroup’s research and discussed their efforts. She explained the workgroup will be meeting for one last time on October 9th to prepare a recommendation around selection, the collection, and Advantage selection with emphasis on best practices and collaboration for the Selection Committee and Advantage selectors. This will include a recommendation on the Advantage Plus option. M. Clark reminded the Steering Committee that a portion of the 2018 collection budget will go back to Advantage accounts. M. Clark thanked the Digital Collection Workgroup for their hard work and shared some of their research. Recommendations will come back to Steering Committee for review and approval at a future meeting. S. Gold thanked Kate Clark of WILS for all of her work pulling data for the workgroup.

e. **OverDrive Update** – See [OverDrive Update Sept 2017](#)

M. Clark referenced the OverDrive update document provided with the agenda and discussed the Marketplace updates and the new Always Available Feature that OverDrive is now offering. This feature will allow us to have a small collection that is similar to a public library’s Lucky Day or Jack Pot collection. There is no timeline on implementing this. There were some questions from the Committee that project managers will work to answer and follow up on:

- Can we set the checkout period for these titles?
- If a patron has a title on hold and checks out a lucky day copy, what will happen to the existing hold?
- Can we change the wording from “Always Available” to something else?

OverDrive History Page: When a patron checks a title out, it automatically saves that history. Some Committee members expressed concerns about this feature being Opt-Out rather than an Opt-In option. A WI State Statute says libraries are prohibited from sharing patron information without a court order. There were questions about this feature that project managers will talk to OverDrive:

- How is OverDrive using the patron information and are we confident they are not selling this information?
- Can we guarantee our patrons privacy with this option?
- Can this be an Opt In vs Opt Out feature?

Holds times/wait times bug: M. Clark reported on a bug in Marketplace that had incorrect holds/copies ration for Advantage copies. This is working on being corrected. The bug was

discovered during work on the high holds document. The final version of the document will be published soon.

5. Ongoing Discussion Items

a. Patron Focus Group

D. Cropper stated this is an opportunity to discuss and identify questions for the WPLC Patron Focus Group. There were no questions from the Committee.

6. New Discussion Items

a. Steering Committee Chair Nominations Committee

M. Clark explained that a Committee needs to be formed to nominate a 2018 Steering Chair. She asked for three volunteers for the Committee. M. Warren, J. MacPhail, and D. Cropper volunteered to serve on the Committee.

Anyone interested in serving as Chair was asked to contact M. Clark.

b. Bylaws Review

D. Cropper explained that the Board has undergone a review of the bylaws and has made several changes. Some of those affect the Steering Committee and the Board would like feedback and guidance on those decisions. D. Cropper asked for thoughts from the Committee. Comments included thanks for an explanation of the election of a Vice-Chair as well as adjustment of bylaws to fit the current practices of the Committees. There was a question about the Buying Pool Formula Change clause on p. 1 and what this refers to. D. Cropper and M. Clark reviewed the clause for the Committee.

Please let M. Clark know if there are any additional questions or feedback by next week, September 28th. She will send feedback to WPLC Board prior to their October 17th meeting.

c. BiblioBoard Proposal

BiblioBoard presented to the WPLC Board and Steering members on their indie book and self-publishing program and community reading platform. The proposal includes the development and launch of the statewide program including an author contest. D. Cropper asked for feedback and thoughts on the proposal. There was positive feedback on the local authors platform. A question was asked if authors were paid for their works. It was noted there was mention in the presentation that Biblioboard would put some money toward the contest but the main award would be exposure for the author.

The Committee agreed that they would like to make a recommendation to the Board to pursue this proposal as a consortium / one library.

Motion: Recommend to WPLC Board to use R&D money to fund the BiblioBoard Proposal.

Motion to Approve: J. MacPhail

Second: L. Belongia

Results: Motion Passed

Discussion: None

d. **OverDrive Wishlist**

The committee was asked to review the remaining items on the OverDrive Wishlist from last year and to submit new development requests. The Wishlist feedback will be compiled and presented at the November WPLC Steering Committee Meeting to prioritize to present to OverDrive. M. Clark asked for new issues and requests to add to the Wishlist. She also explained that Steering would have time to consult their systems and libraries for items to add to the Wishlist. J. MacPhail added a few suggestions for the Wishlist including library cards issued via OverDrive. A timeline for magazines from OverDrive was asked about. S. Gold and M. Warren mentioned Steve Potash mentioned at Digipalooza that Spring 2018 would be the earliest for the addition of magazines. Project managers will follow up with the Committee and provide a deadline to add items to the Wishlist.

7. **Committee information sharing and questions**

D. Cropper asked if anyone had anything to share or any questions. It was asked if there will be more formal handouts for patrons re: Libby? M. Clark stated there is a PR packet. N. Fish shared the link to the PR packet on the partner sharing page, <https://resources.overdrive.com/library/marketing-outreach/> and M Welch shared another resource, <https://resources.overdrive.com/meet-libby/#staff-training> R. Staveness asked about Libby and if it will work with Kindle Fire and Chromebooks. Project managers noted OverDrive is actively working on the Kindle App, but will follow up with OverDrive regarding Chromebooks.

8. **Next Meeting Date:** November 16, 2017, at 1:00 PM via GoTo Meeting

Adjournment Time: 2:09 PM

Motion: To Adjourn

Moved to approve: M. Warren

Second: L. Belongia

Results: Motion Passed