

Wisconsin Public Library Consortium
Technology Collaboration Steering Committee Minutes
March 18, 2025, 3:00 PM
via zoom

Attendees: Kristen Anderson (WRLS), Melissa Aro (DPI), Wyatt Ditzler (PLLS), Bryan Durkee (OWLS), Katherine Elchert (NWLS), Karol Kennedy (BLS), Ben Miller (DPI), Marla Sepnafski (WVLS), Vicki Teal Lovely (SCLS), John Thompson (IFLS)

Absent: Steve Hesel (MCFLS)

Project Managers: Jennifer Chamberlain (WiLS), Melody Clark (WiLS)

1. Call to order & welcome to new member Katherine Elchert (NWLS)

The meeting was called to order at 3:01 pm. V. Teal Lovely welcomed Katherine to the Technology Steering Committee and led the group in brief introductions.

2. Review Agenda – changes or additions

J. Chamberlain asked to add a brief update on the WPLC Strategic Plan after the WPLC Board update to share recent work done by the planning committee.

3. Approval of Technology Steering Committee minutes – [November 12, 2024](#)

K. Anderson moved to approve the minutes, B. Durkee seconded. No changes were made. Motion carried.

4. Reports: Workgroup and Community of Practice Updates

- **Technology Backup Workgroup** - [December 2, 2024](#)
- **Digital Archives Backup Workgroup** - December meeting canceled, [written report](#)
 - The committee met just yesterday, and they discussed options for a next-generation digital archive backup storage solution. It was determined to explore further a cloud-based digital preservation solution called AP Trust. Meeting notes from yesterday's meeting will be shared in the next steering committee meeting.
- **System IT Community of Practice** - W. Ditzler
 - Licensing costs were a focus of this meeting.
- **WPLC Board Update** – K. Anderson
 - The Board approved the WPLC Strategic Plan
 - The Board discussed potential activities for year one of the plan. The Strategic Planning Committee will meet to finalize the activities.
 - Board approved a scholarship for a WPLC member to attend Digipalooza.
 - 2024 Budget Carryover recommended apportionment was approved.
 - A Budget Committee was formed to develop the 2026 and 2027 budgets. That Committee will meet in March.
 - The WPLC annual meeting is Friday, April 4, 2025 and a listening / feedback session on April 25th.
- **WPLC Strategic Plan Update** - J. Chamberlain

- As you know, the WPLC Board approved the Strategic Plan at their February meeting and plan activities are now underway. [This worksheet](#) is where project managers add updates to help keep the Board and committees apprised of plan activities and progress on the goals and objectives. Going forward, this worksheet will be linked from meeting agendas and depending on the activities and tasks that need doing, committees may spend time discussing or working on various aspects in their meetings. Much of the work will happen internally among project managers or at the Board level. If you have questions or comments about the worksheet or anything related to the strategic plan, let project managers know.

5. Discussion Items

- **Discussion and Action: System IT Community of Practice liaison selection**

It was clarified that the CoP meets every other month and the liaison is there just to listen, provide potential support, help to identify possible collaborative projects.

B. Durkee moved and M. Sepnafski seconded to select Wyatt Ditzler as the CoP liaison for 2025. Motion carried.

- **Discussion: Technology Steering Committee Annual Orientation - [Orientation Packet](#)**

J. Chamberlain highlighted several items in the orientation packet:

- The organizational chart was highlighted as well as how this steering committee relates to the other technology workgroups.
- A reminder of this committee's charge was given. This committee is responsible for:
 - Developing member agreements for members participating in a collaboration initiative.
 - Soliciting legal advice when necessary.
 - Developing budgets and breakdown of costs and fees for a collaboration initiative.
 - Recruiting and recommending a Fiscal Agent from systems participating in a collaboration initiative.
- There is also a Communication Best practices document. This document lays out the ways in which steering committee members can stay informed and keep their systems informed on WPLC activities and news.

It was asked if there are any questions or items that need more clarification? There were no questions.

- **Discussion and potential action: [WPLC Data Dashboard Pilot Report and Recommendations](#)**

The committee discussed the draft report. J. Chamberlain asked the committee to share their initial response/reaction to the report and whether it contained the information they are looking for regarding the pilot. It was asked if there are any comments, suggestions or changes the committee would like to recommend?

K. Kennedy noted that the biggest thing that stood out to her was that only 41 people filled out the survey. M. Aro asked if the 41 included the broad sessions. Both WVLS and SCLS had large group sessions, but may have only provided one response per system.

It was noted that Looker Studio does not have analytics to show how many people used the dashboard. Project managers will look to see if it is possible to get analytics from Winnefox for the WPLC page that links to the dashboard.

K. Anderson shared that what stood out to her was that folks noted they liked it but weren't willing to pay for it, or felt it was more appropriate as a system purchase.

V. Teal Lovely noted that SCLS has their own data analyst and already has a dashboard and data analysis tools that many of their libraries use so there may not have been a big response/need from SCLS libraries. Other systems that also provide a service like this may not have had a big response as well.

K. Anderson would like to know what the options for the payment question were. The question was along with selections:

Is there value in maintaining ongoing access to a tool like the WPLC Data Dashboard and, if so, how do you think funding for such access should be approached?

- Yes, there is value in ongoing access and I would be open to budgeting for it at the local library level.
- Yes, there is value and I would be open to continued access if it was budgeted for at the library system level.
- No, there is not enough value to warrant paying for this tool at either the library or system level at this time.
- Other (please specify)

Discussion of potential next steps.

- Is there enough information in the report to determine the interest and need for continued access to a dashboard statewide? (agnostic of platform)
 - Responses are encouraging, but the lack of response is a concern.
 - More system response is needed and considering the state of the nation, the group may need to put a halt on this project until the fall.
 - Looking at the updates that SCLS and WVLS have done with their own dashboards could be important.
- Does the piloted dashboard meet the needs of the library community?
 - Respondents indicate that the dashboard met their needs, and when looking at the Data Landscape study results, the dashboard meets needs identified from that research.
- How might the committee like to proceed in terms of determining which dashboard product would meet expectations and needs of the library community?
- What would the committee like to share in a brief update on this pilot at the upcoming April 4 WPLC Annual member meeting.

M. Aro was asked from a state data analyst perspective is this something that the WPLC should pursue? M. Aro noted that what she is able to provide is inadequate and a data dashboard should be a goal for the future if it can't be achieved now.

The group was reminded that there was a data landscape survey commissioned by DPI, and a majority of systems expressed interest in exploring a shared data dashboard solution by the Technology Operations Committee in 2022.

M. Aro noted that the number of responses that were received is almost more than 10% of libraries and this is common for many of the survey results that PLA publishes.

It was asked how many libraries are there in the state whose systems don't provide a dashboard.

M. Aro noted that if a baseline database existed, those systems that already have a dashboard could use that data and then focus on additional, more in-depth, data.

K. Anderson shared that it may be important to keep the momentum going with this and asked if ballpark costs are available. J. Chamberlain shared that a ballpark of the pilot product would be \$10,000 for the state.

Next Steps: Project managers will connect with K. Kiesewetter regarding the group's questions and brings them back to the group at the next meeting.

- **Discussion - Developing ILS/Tech Standards** - V. Teal Lovely & J. Chamberlain [Technology Service Standards: Information for WPLC Technology Steering Committee](#)
At the committee's last meeting, the concept of developing Public Library System Technology Standards was raised. Project managers put together this document to help guide this discussion. [Considering Technology Standards for Public Library Systems](#)

Questions for the discussion:

- What is the anticipated outcome or what would you want to achieve from the possible development of Public Library System Technology standards and should this be pursued?
 - There was general consensus that, yes, this should be pursued.
 - Anticipated outcome would be to have a list of comparable standards.
 - The ability to collaborate and work together/between systems would also be a benefit.
- What role(s) could the WPLC Technology Steering Committee play in developing standards?
 - The Steering Committee could review documentation or make a recommendation to DPI to do the data collection in the system plans and/or annual reports.
- Are there obvious partners we should work if this discussion continues?

- The Technology Community of Practice/TechTalk Group
- DPI
- What considerations or other information are we missing here?
- Where would you like this work to go from here?
 - The Technology Community of Practice will discuss at their next meeting.

The group was encouraged to add or edit the document as needed.

6. Committee information sharing and questions

This was tabled for this meeting.

7. Report to the Board from this meeting - next board meeting is April 30, 2025

The committee suggested the following updates:

- W. Ditzler will act as Tech Steering liaison to CoP
- Group discussed the Data dashboard pilot results
- Working on developing Tech standards - will as CoP for feedback

8. Next Meeting Date and Adjournment

The committee will meet next on June 3, 2025

The meeting ended at: 4:35 pm