

**Wisconsin Public Library Consortium**  
**Delivery Workgroup Meeting Notes**  
**February 7th, 2025, at 9:00 am**  
**Location: Zoom**

**ATTENDEES:** Kristen Anderson (WRLS), Corey Baumann (SCLS), Marcy Cannon (WLS), Katlyn Dubiel (IFLS), Katherine Elchert (NWLS), Trish Federer (MLS), Steve Hesel (MCFLS), Karol Kennedy (BLS), Jamie Matczak (WVLS), Sara May (NWLS), Alaina Morales (St. Norbert College - WAICU), Angela Noel (SWLS), Joy Pohlman (DPI), Julie Pohlman (UW System), Rebecca Scherer (MCLS), Shannon Schultz (SCLS), Marla Sepnafski (WVLS), Bradley Shipps (OWLS), Clairellyn Sommersmith (WLS)

**ABSENT:** Riti Grover (MLS), Steve Ohs (PLLS), Dave Reinders (WRLS), Tracy Vreeke (NFLS)

**PROJECT MANAGERS:** Melody Clark (WiLS), Rebecca Rosenstiel (WiLS)

The meeting started at: 9:00 am

**1. Review Agenda** - Changes or Additions

**a. Impacts of Waltco Delivery Services Changes**

Waltco Inc. reached out to impacted systems earlier this week to announce that they will be reducing their service area, ending all delivery services on February 28th for WVLS and IFLS; including the ILL exchanges between these two locations and SCLS, Minitex, NWLS, and UW Campus locations served by Waltco.

*During the Meeting:*

C. Baumann will introduce the following topics for discussion:

- IFLS and WVLS representatives will have the opportunity to narrate the current and upcoming considerations for the end of Waltco service and the process to find and establish new couriers for local delivery operations.
- SCLS will discuss the actions taken for maintaining ILL delivery services to IFLS, WVLS, NWLS, Minitex, and UW Campus locations served by Waltco.
- Discussion to establish a weekly check-in for (primarily) the affected parties, but also those who wish to convene to provide support either logistically or as "consultants."

IFLS is working on an RFP for a new sorting company, as WALTCO also does their sorting. Alliance does have a hub in Menomonee and there is another company in the area. They are looking at limiting or turning off their holds/ ILL sharing temporarily.

WVLS does their own sorting so they don't have to worry about that. They are looking at Seaside Services. They are in a position to maybe do three-day delivery temporarily. They also are looking at renting a warehouse. They asked WALTCO for the libraries' keys.

They have not let the libraries know yet as they wanted to have more information first. The WALTCO drivers are also not aware yet.

B. Shipps noted they are not directly affected by this closing but has concerns about their future service, so would like to be kept in the loop. The reason the Green Bay office is staying open, for now, is that it is a family business and that is where they are located.

M. Sepnafski shared that at one point they discussed taking over the sort from WALTCO and they were in agreement and it turned out to be a cost effective move for WVLS.

It was asked about the effect of the direct routes. C. Baumann noted that this came out of the blue and was a surprise to all. SCLS does not go directly to WVLS and NWLS. SCLS was in the process of replacing WALTCO to get to Wausau. They are going to put those plans in place now. SCLS has the ability to do that pretty quickly. UWSP is also close to that. They still need to figure out how to get materials up to NWLS. They should be able to make the Minitex connection as well.

WALTCO was doing a link between the northern systems, so anything between there should now go through the SCLS delivery.

M. Sepnafski noted that if they go with Seaside Services, the same company that NWLS uses, they may be able to use them to link the two systems. S. May shared Seaside contacts: Seaside Enterprises, Sarah and Todd Miller. [toadmiller68@gmail.com](mailto:toadmiller68@gmail.com), [sarahfoxvalley@aol.com](mailto:sarahfoxvalley@aol.com), Todd : 651-587-8232, Sarah : 651-587-8233.

C. Baumann is happy to offer guidance to help streamline sorting services for those considering doing their own sorting. B. Shipps noted that they would be interested in talking about sorting for OWLS.

B. Shipps shared Marathon Mail contacts: Nina Dittmar, VP Operations, Marathon Mail Service, 715.848.5183 ext 146, 715.571.0783 (Cell)

It was asked for clarification about IFLS' three month plan for halting delivery service. IFLS met with B. Smith, former Statewide Delivery coordinator, and he suggested doing a very thorough RFP process. They are looking at doing some temporary hiring or using staff to deliver for that time period. K. Dubiel will share their RFP with those that are interested.

C. Baumann noted that he had shared previously developed delivery standards and may be a good starting point for the RFP.

S. Hesper offered to share a consolidated sorting and delivery contract that MCFLS put together a few years ago.

C. Baumann asked if the group wanted to establish a weekly check-in for (primarily) the affected parties. The group agreed to checking in every Friday at 9:00 am. SCLS, IFLS, and WVLS will meet one-on-one over the next week, and will develop a working agenda for these check-ins.

It was noted that fleet availability is pretty thin for those looking to purchase new vans. There may be a possibility for a buying pool to get better responses for new vehicles.

IFLS, WVLS, and OWLS will coordinate messaging to their member libraries. The goal is to send that out next week, Wednesday or Thursday.

THE REST OF THE TOPICS WERE TABLED UNTIL MARCH.

## 2. Announcements

### a. System Delivery Operations Tours Signup Sheet

There is now a [signup sheet](#) (Google Form) to volunteer to host a tour of your system's delivery operations in 2025.

Winnefox has indicated several months of availability to host a tour of their delivery operations: March, June, and August-November, with a preference for hosting on a regularly-scheduled workgroup meeting day. If any nearby systems are interested in hosting a tour of their delivery operations for the same day, please complete the form and Rebecca will help coordinate.

## 3. Discussion Items

### a. SCLS Statistics Infoshare

*During the meeting:* C. Baumann at SCLS will share the delivery statistics that South Central Library System collects monthly: what they track, why they track it, and how they report it.

The workgroup can discuss if they would like to pursue similar information gathering on a statewide scale.

### b. Statewide Delivery Volume Counts: Next Collection Period and Data Visualization

*Background:* During December's meeting, the workgroup noted that it would be helpful to have visualizations of data from these counts; and agreed to run a volume counts data collection period three times per year: Spring, Summer, and Fall.

*During the meeting:* The group will determine the next collection period, to be set between March and April. The group will also have the opportunity to suggest updates to the data collection spreadsheet (example: any additional data points they'd like to collect, anything currently listed that isn't helpful, etc) and what types of comparisons are beneficial.

*Additional Documentation:*

[November 2024 Statewide Delivery Count Sheet](#)

**c. 2025 Delivery Workgroup Meeting Schedule**

*Background:* The workgroup meets on the first Friday of each month at 9:00am. In 2025, this schedule will coincide with two events: Friday May 2nd is WAPL, and Friday July 4th is Independence Day. This schedule also bumps against the WPLC Annual Member Meeting on Friday, April 4th, 10:00am-11:00am.

*During the meeting:* The group can decide if they would like to keep the April, May, and July meetings as scheduled, or if any should be rescheduled or canceled.

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Meeting ended at: 9:54 am