

WISCONSIN VALLEY LIBRARY SERVICE**Board of Trustees Meeting**

May 20, 2017

WVLS Office – MCPL lower level

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is August 19, 2017.

President Tom Bobrofsky called the meeting to order at 9:30 AM.

Roll call was taken by Wendt and a quorum was declared.

Present

Tom Bobrofsky, President
 Douglas Lay, Vice-President
 Sonja Ackerman, member
 Jim Backus, member
 Tyson Cain, member
 Eileen Grunseth, member
 Paul Knuth, member
 Christy Janczewski, member (phone)
 Peg Jopek, member
 Louise Olszewski, member
 Michael Otten, Treasurer
 Pat Pechura, member
 Katie Rosenberg, member
 Elaine Younger, member

Others Present

Marla Sepnafski, WVLS Director
 Kris Adams Wendt, WVLS staff
 Josh Klingbeil, WVLS staff
 Anne Hamland, WVLS staff
 Augo Hildebrand, WVLS staff
 Judy Bobrofsky
 Michelle Gobert, Crandon Public Library Director
 Ralph Illick, Marathon Co. Public Library Director
 Alice Sturzl

Excused

Marilyn Sauer, member

Bobrofsky acknowledged guests in attendance.

CONSENT AGENDA ITEMS: (Exhibit 1)

Bobrofsky requested moving the WVLS Innovation and Collaboration Grant Project report to the top of the agenda.

Lay/Knuth motion to both accept the agenda with changes as presented. All aye. Motion carried.

WVLS Innovation and Collaboration Grant Project Report (from agenda item 6): Hamland

introduced Director **Michelle Gobert** from Crandon Public Library which received the first WVLS Innovation and Collaboration Grant in 2016. The library partnered with the Crandon School District's art department to develop and sustain an Art Club for middle and high school students. Participants were engaged in accelerated art projects at the school, studied art history using library resources, were introduced to art occupations, visited museums and galleries and served as curators for the Friends of the Crandon Public Library Annual Youth Art Show. **Gobert** thanked the WVLS Board for making these opportunities possible. **Hamland** reported that project proposals from Colby Public Library and Rhinelander District Library were approved in the Spring 2017 round of Innovation and Collaboration Grant applications and the Board can expect reports at subsequent meetings.

APPROVAL OF THE MARCH 18, 2017 MINUTES (Exhibit 1)

Lay/Rosenberg motion to approve the March 18, 2017 WVLS Board of Trustees minutes as presented. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS: (Exhibits 2-7)

Lay/Olszewski motion to approve the financial reports and current bills as presented. All aye. Motion carried.

TREASURER'S REPORT (Exhibit 8)

Pechura/Knuth motion to accept the Treasurer's Report for January-April 2017 as presented. All aye. Motion carried.

REPORTS:

Resource Library: (Exhibit 9) Marathon County Public Library Director **Ralph Illick** highlighted several ongoing projects including a request from the Town of Weston to establish a branch library in that community, installation of solar panels at the Wausau branch, and participation in collaborative effort to create a Language Environment Analysis (or LENA Start) early childhood development program in Marathon County.

Bobrofsky declared the meeting in recess at 10:05 AM so that members and guests could accompany Illick on a tour of the new second floor meeting room and basement level Library Friends book sale space. The meeting was resumed at 10:35 AM.

WLTF: **Lay** and **Backus** reported that WLTF program plans for WLA Fall Conference include a luncheon rebroadcast featuring librarian.net blogger Jessamyn West, Rebekkah Smith Aldrich from the [Sustainable Libraries](http://SustainableLibraries) website, and a presentation about the new public library standards. **Bobrofsky** encouraged Board members to mark their calendars for October 17-21 at Wisconsin Dells.

WAPL Conference: **Bobrofsky** and **Backus** gave an overview of the WAPL Conference held April 27-28 in Stevens Point. Staff members **Sepnafski, Christman, Hamland, Hildebrand, Klingbeil** and **Wendt** attended.

WiscNet Future Technologies Conference: **Klingbeil** summarized his written report included in the board packet and reported that his two terms representing public libraries and public library systems on the WiscNet Board of Directors have come to an end.

COLAND (Exhibit 10): **Lay** directed attention to distributed information from the May 12 COLAND meeting held in Lancaster, WI.

WVLS Director's Report: (Exhibit 11) **Sepnafski** shared several items of correspondence including: WVLS was notified by the Wisconsin Department of Public Instruction that the Second 2017 **State Aid Payment** of \$212,986 was approved, allowing WVLS to continue to carry out this year's system plan as approved earlier by the Division for Libraries and Technology (DLT). Public library system funding is provided from the Universal Service Fund.

Following the March 2017 WVLS Board meeting, signed copies of the updated **Agreement for Reciprocal Borrowing between WVLS and WLS** (Winnefox Library System) were submitted to the WLS Board for approval and signatures. Once the document had all requisite signatures it was forwarded to the Division for Libraries and Technology (DLT) for their files.

The **Tomahawk Public Library [Director] Search Committee** extended their deepest appreciation to **Wendt** for serving on the committee. An offer has been extended to the top candidate.

WVLS received a letter of thanks from Colby Public Library Director **Vicky Calmes** for approving their **Spring 2017 Innovation and Collaboration Grant application**. The \$4,500 grant will be used to build a STEAM activity and program station in the new library location, and funds from the Friends of the Colby Public Library will sustain it. Collaborators on the grant project include Colby Public Library, Colby School District, and St. Mary's School. Vicky also thanked WVLS for promoting innovation and collaboration, not only within the walls of libraries, but in the community and beyond.

Christman notified DPI that she would be willing to extend her 3-year appointment on the **Library Services and Technology Act (LSTA) Advisory Committee** for another year. State Superintendent Tony Evers approved a committee recommendation to extend all appointments to four years (two 2 year terms), citing the need for additional time to understand expectations and develop confidence in making decisions. The committee advises the Superintendent on matters pertaining to the administration of the LSTA program and is responsible for establishing annual grant criteria, categories, applications and awards, evaluating the current 2013-2017 LSTA Plan and developing a new 2018-2022 LSTA Plan.

People in the News: **Teresa Miniatt** has been hired as the new director of the Withee Public Library. Her first day was April 6. **Ruby Wenzel** has been hired as the new director of the Western Taylor County Public Library (Gilman). Her first day was April 10. **Terrie Howe**, Continuing Education and Certification Consultant at DPI, announced her retirement effective in June. The Nicolet Federated Library System Director **Mark Merrifield** announced his retirement effective May 12. Associate Director and Coordinator **Jamie Matczak** will be running day-to-day operations for NFLS while short- and long-term plans are decided. **Gerri Moeller**, Outagamie Waupaca Library System Director, resigned her position effective June 1 to take a job in Minnesota. OWLS Assistant Director **Bradley Shipp** will assume the role of Acting Director at that time.

Project updates: Following the Board's recommendation at its March meeting, that WVLS implement an **Overdrive Advantage account** on behalf of its member libraries, that project is moving forward. Under the leadership of MCPL staff member Katie Zimmermann a WVLS Overdrive Advantage Collection Development Committee charged with developing content for the collection has been established and a first meeting projected to occur sometime in June.

Legislative Update: **Sepnanski** shared correspondence from Tomahawk Public Library Director **Mary Dunn** to 35th Assembly District **Representative Mary Felzkowski** and her staff during National Library Week as an example of excellent relationship building initiative. **Wendt** reported on the Joint Finance Committee (JFC) public hearing in Spooner on April 18, at which Thorp Public Library Director **Julie Beloungy** was the spokesperson for a group of ten representatives from WVLS and Northern Waters Library System. More than 50 individuals literally "stood up for" libraries to give testimony supporting an additional \$1.5 million for public library system aids at six JFC hearings around the state. Their message was attentively received by JFC members. JFC is in the process of making changes to the Governor's budget proposal during a series of Executive Sessions focused on individual agencies. WLA's Library Development & Legislation (LD&L) Committee met May 19 to discuss strategy for the remaining weeks of JFC deliberations extending through the end of June and possibly beyond. LD&L is also monitoring federal funding for the Institute of Museum and Library Services (IMLS), recommended for complete elimination in the President's budget. Although the American Library Association is somewhat encouraged by responses to their campaign to save the IMLS grants to states program

under the Library Services and Technology Act (LSTA), it's important to continue contact with US Rep. Duffy's office. **Olszewski** has been particularly active in that regard.

Hamland reported on the most recent pairings under the **WVLS Mentoring Program** which supports the success of new V-Cat and administrative staffs by matching them with experienced colleagues in the WVLS area. **Ruby Wenzel**, Director of the Western Taylor County Public Library in Gilman, and **Teresa Miniatt**, Director of the Withee Public Library, started their positions in April. Ruby is paired with **Julie Beloungy**, Director of the Thorp Public Library, and Teresa is paired with **Kay Heiting**, Director of the Granton Community Library. A mentorship pairing lasts one year with a monthly communication agreement between partners and a limited travel stipend provided by WVLS.

Hamland also reported on the **Collection Development Webinar Series** organized by IFLS Continuing Education Coordinator **Leah Langby**. WVLS is partnering with ten other public library systems to offer a five-part webinar series on various collection development topics. The final three offerings are scheduled in September, October and November. Planning for [Trustee Training Week \(TTW\)](#), August 21-25, 2017, is well underway and registration will be opening soon. During an hour-long webinar provided each day, Wisconsin public library trustees will learn about such things as Library Boards as Effective Teams, Policies for Results, Strategic Planning, Advocacy and the Public Library System Redesign Process. Developed in 2014 by the Nicolet Federated Library System and supported by WVLS and several other public library systems, TTW offers a convenient, economical approach to trustee learning. **Sepnafski** mentioned that **Hamland** will likely be part of the team working with DPI/DLT to adapt ALA trustee training videos to reflect the Wisconsin perspective.

Klingbeil gave an overview of WVLS IT projects covered in more detail in the written Director's Report, as well as an update regarding joint WVLS/IFLS collaborative LEAN WI efforts to coordinate the ERate cycle with locally available service providers, the BadgerNet network and TEACH program. Virtualization of Sierra Server Applications has been delayed until fall and more LEAN WI collaboration with NWLS is anticipated. **Klingbeil** reported on the Broadband Communities Summit he attended May 1-4 in Dallas, TX.

Sepnafski distributed additional handouts and reports: The State of America's Libraries 2017 (Exhibit 11-b), "The Astronomical Event of the Decade", *Children's & Libraries*, Spring 2017 (Exhibit 11-c), and "Librarians Offer Tips for Spotting Fake News", *Kenosha News*, April 30, 2017 (Exhibit 11-d).

V-Cat Council (Exhibits 12): There were no comments or additions to the written report.

Library Advisory Committee (Exhibit 13): There were no additions to the information provided in the Board packets regarding the April 20 LAC meeting. The second meeting of the year is scheduled for August 15.

PLSR Project (Exhibit 14): In the interests of time and remaining agenda items, this discussion was deferred to the Board's August 19 meeting.

2016 AUDITOR'S REPORT (Exhibit 15): Hildebrand reported that although this year's audit went smoothly with no anomalies found, Krause Howard & Co. did not return the final copy of its report to WVLS in time for this meeting. No additions or corrections are anticipated and the final copy will be mailed to Board members.

Pechura/Grunseth motion to accept the draft copy of the Krause Howard & Co. auditors report of WVLS as printed. All aye. Motion carried.

WVLS BOARD OF TRUSTEES BYLAWS – draft (Exhibit 16): Sepnafski explained that Article 4, Section 10 (Parliamentary Authority) of the WVLS bylaws needed to be updated to reflect the latest edition of Robert’s Rules of Order. Otten questioned the process to change bylaws, wondering if it can be done by a single motion at one meeting. In the interests of time and absolute certainty consensus suggested a tabling motion was in order.

Ackerman/Knuth motion to table this item until the August 19 meeting. All aye. Motion carried.

2018 V-CAT BUDGET – draft (Exhibit 17): The budget distributed to board members for final approval at this meeting was reviewed and approved in draft form by the board and subsequently accepted by the V-Cat Council.

Knuth/Grunseth motion for final approval of the 2018 V-Cat Budget as presented. All aye. Motion carried.

2018 WVLS IT SERVICES PLANNING GUIDE – draft: (Exhibit 18) Klingbeil reviewed the revised draft and invited further questions.

Knuth/Rosenberg motion to approve the 2018 WVLS IT Services Planning Guide as presented. All aye. Motion carried.

CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:

Sepnafski announced she is working with Illick to replace the carpet in the WVLS meeting area and install audio and video equipment to make meetings more accessible.

Olszewski reported for Clark County libraries: Clark Co. Library Board met at the Loyal Public Library last week, the new library at Colby is under construction, Granton Community Library used Foundation money to create 18 nature study backpacks, Withee has welcomed Teresa Miniatt, the Abbotsford Public Library’s memory café program has evolved into a caregiver support group, and the Greenwood Public Library has purchased an AED defibrillator while providing a CPR course for staff.

WVLS GRANT/SCHOLARSHIP APPLICATIONS: Hamland announced that **Debbie Valine** and **Denise Chojnacki** are receiving scholarships to attend ALA Conference in Chicago in June. Six applicants were awarded scholarships to attend the ARSL Conference in Utah in September: **Cara Hart** from Neillsville Public Library, **Lisa Haessly** from Marathon County Public Library- Marathon City Branch, **Kim Metzke** from Greenwood Public Library, **Carla Huston** from Jean M. Thomsen Memorial Library (Stetsonville), **Jenny Jochimsen** from Abbotsford Public Library and **Julie Beloungy** from Thorp Public Library.

REQUEST FOR FUTURE AGENDA ITEMS: PLSR, WVLS Bylaws revision, draft WVLS System Plan and Budget, ALA Conference report, and Resource Library agreement.

ADJOURNMENT:

Knuth/Jopek motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:15 PM.

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder