

March 25, 2019

TO: WVLS Library Advisory Committee members

FROM: Jamie Matczak

RE: Library Advisory Committee meeting

CALL TO MEETING

The WVLS Library Advisory Committee meeting will be held at 1 PM on Thursday, April 4, 2019 in the WVLS Office, lower level, Marathon County Public Library, 300 N. First St., Wausau, WI.

AGENDA

- | | |
|----------|---|
| 12:30 PM | Refreshments and conversation |
| 1 PM | <p>Call to order</p> <p>Roll Call</p> <p>Agenda Revisions</p> <p>Approval of the minutes of the August 9, 2018 meeting</p> <p>Appointment of a Nominating Committee</p> <p>Introduction and Round Table Discussion on Workforce Development Initiatives</p> |
| 2:30 PM | Break – Nominating Committee will caucus to recommend candidates for 2020 Vice President/President-Elect. |
| 2:45 PM | <p>Report of the Nominating Committee</p> <p>Election of the 2020 Vice President/President Elect</p> <p>Review of Current WVLS Communications</p> |
| 3:15 PM | <p>Staff Reports</p> <ul style="list-style-type: none"> • Continuing Education and Training • Youth Services • Inclusive Services • Technology System Collaborations • Databases Update • ILS/V-Cat Projects <p>Announcements</p> <p>Select August Meeting Date</p> |
| 4 PM | Adjournment |

Your attendance at this meeting is important. If you are unable to attend, please contact Jamie Matczak (920-455-0668 or jmatczak@wvls.org) by 12 pm on Monday, April 1. Any person requiring special accommodation planning to attend should notify the WVLS office at 715-261-7250.

GoToMeeting® is available as an option for attendance. Please contact Jamie no later than Monday, April 1 for more information if you wish to participate in this meeting via remote access. This agenda has been sent to the official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor counties.

**WVLS Library Advisory Committee
April 4, 2019 - WVLS Office**

CALL TO ORDER: President Ralph Illick called the meeting to order at 1:01 p.m.

Members Present: Dominic Frandrup, Stacy Stevens, Ralph Illick, Virginia Roberts, Beth Martin, Heidi O'Hare, Kay Heiting, Renee Wallin, Tammie Blomberg, Cara Hart, Teresa Hall, Kristy Bovre

Members Absent: Stephanie Schmidt and Samantha Smith

WVLS Staff Present: Marla Sepnafski, Anne Hamland, Josh Klingbeil, Rachel Metzler, Kyle Schulz, Sherry Machones, and Jamie Matczak

ROLL CALL AND INTRODUCTIONS: Roll call was taken. A quorum was declared present.

APPROVAL OF THE AGENDA: STEVENS/MARTIN MOTION to approve the agenda as published. All aye. Motion carried.

MINUTES: FRANDRUP/MARTIN MOTION to approve the minutes of the August 8, 2018 meeting as presented. All aye. Motion carried.

APPOINTMENT OF NOMINATING COMMITTEE: Volunteers were asked to be on the nominating committee. Heiting, Roberts and O'Hare volunteered to serve on the committee charged with appointing the 2020 Vice-President/2020 President-Elect.

INTRODUCTION AND ROUND TABLE DISCUSSION ON WORKFORCE DEVELOPMENT INITIATIVES:

Committee members were invited to introduce themselves. Hamland led a discussion on what workforce development looks like in libraries, current partnerships, challenges and what WVLS could do to assist in this area.

Workforce Development Activities in Libraries:

- Resource sharing (wi-fi, laptops, phones)
- Materials collection
- Resume and unemployment assistance
- Job Center reference
- Scholarship guidance and essay coaching
- Small Business classes
- Tech spaces

Partnership Opportunities

- Job Centers
- Writing Centers
- Chambers of Commerce
- Workforce Development Regional Offices
- Community Foundations
- Media (news, print, radio)
- Jails and Correction Centers

Challenges

- Staff time
- Social and soft skills
- Computer skills

- Time and distance
- Constant marketing

WVLS Assistance

- Outreach to Regional Workforce Development Centers to facilitate partnerships to member libraries
- Email reminders to member libraries on upcoming Gale Courses
- Create and share marketing pieces on Gale Courses

REPORT OF THE NOMINATING COMMITTEE: Heiting, Roberts and O'Hare selected Roberts as the 2020 Vice-President/ President-Elect.

ELECTION OF THE 2020 VICE PRESIDENT/PRESIDENT ELECT: ILLICK/O'HARE MOTION to approve Roberts as the 2020 Vice-President/President-Elect. All aye. Motion carried.

WVLS COMMUNICATIONS: Matczak shared a hand out featuring the current communications methods for WVLS. Highlights include the WVLS Facebook Page, Monday Mentions, Digital Lites, and the WVLS Monthly Newsletter. Also listed were the email list serves sorted by areas of topic interest. The committee said the amount and level of content that WVLS is sharing is appropriate. It was also noted that WVLS Director's Report sent to the library directors are appreciated. Sepnafski asked the committee to let WVLS staff know if information is being missed.

Matczak asked the committee about communication tools the libraries use. The following were mentioned: Facebook, Twitter, websites, Instagram, Snapchat, third-party groups (in school districts), press releases, community calendars, local radio, live feeds on new books, live streams on storytimes.

STAFF REPORTS:

Continuing Education and Training

Matczak talked about upcoming continuing education events, including: "The Bubbler Makes Over WVLS" on Tuesday, May 7; the WVLS Director's Retreat on Thursday, Sept. 26 at the Bunkers Bar and Grill. Matczak will be sending out a survey this summer on continuing education and training needs for 2020. There will be a marketing webinar series on Oct. 1, 15 and 29, at 1 pm, geared toward small libraries. Digital Bytes trainings are produced twice a month, including one on completing the public library certification forms. Matczak said there will be some incorporated with the databases.

Youth Services

Hamland congratulated the Tomahawk Public Library and the Rib Lake Public Library as the recipients of the WVLS Innovation and Collaboration Literacy Grant. Hamland has met with Krista Blomberg from Rib Lake and Annette Miller from Tomahawk about grant plans. Hamland talked about the WLA Professional Development and Membership Scholarship focused in youth services, and the recipient is Erica Berg of Minocqua. Hamland reiterated that the Bubbler Workshop on May 7 is open to all librarians.

Inclusive Services

Machones said the IDEA Team has been formed and they met recently. The group consists of 5 librarians from NWLS and WVLS, and they set their goals for the next year. They want to work with each library on the DPI Inclusivity Toolkit. The group is in the beginning stages, and the work is exciting.

Technology System Collaborations

Klingbeil discussed the new LEAN Wisconsin partner, Northern Waters Library Service. Adding NWLS to the partnership was a great opportunity for change, inclusion and consistency. The LSTA Technology Block Grant in 2018 that had been put on hold will now be redistributed to library systems on collaborative projects. Virtualization infrastructure upgrades have been going smoothly. Upgrades have been seamless and transparent with the LEAN Wisconsin partnership. There has been a multi-system effort to establish more collaboration in technology back-up projects. Two technology support positions will be opening soon, one for WVLS, and one for NWLS.

Databases Update

Metzler said WVLS has formed a group to take a closer look at the current EBSCO databases being offered. The group has WVLS staff and member librarians from small and large libraries. The group recommends that WVLS not renew Hobbies and Crafts Reference Center and Home Improvement Reference Center. They recommend retaining Small Engine Repair, Novelist Plus and Novelist Select. Novelist Plus and Novelist Select promote Reader's Advisory. The group is making these recommendations based on usage and the uniqueness of the products. They will meet again in the fall to look at Ancestry and Gale Courses.

ILS/V-Cat Projects

Schultz mentioned an ILS Admin Collaboration Group has formed across the state to discuss best practices and to share ideas. The group will first meet on April 25. Wabeno Public Library is joining V-Cat in May 2019.

ANNOUNCEMENTS: Illick asked if anyone had announcements to share. Roberts said that Rhinelander Public Library will be hosting a free comic book event.

SELECT AUGUST MEETING DATE: The next meeting will be Thursday, August 15, 2019 at the WVLS office. The call to order will be at 9:30 a.m.

ADJOURNMENT: MARTIN/STEVENS MOTION to adjourn. Meeting adjourned at 3:47 p.m.

Respectfully submitted by Jamie Matczak