



V-Cat Council Meeting

Thursday, November 7, 2019

9:30am – 12:00pm

Wisconsin Valley Library Service Meeting Room
300 First Street - Wausau WI, 54403

Meeting Minutes (draft)

(prepared by Joshua Klingbeil)

Attendees

Representatives: Abbotsford: Jenny Jochimsen, Antigo: Dominic Frandrup, Crandon: Stephanie Schmidt, Dorchester: Sue Bedroske, Gilman: Ruby Wenzel, Granton: Kay Heiting, Greenwood: Kim Metzke, Laona: Felicia Albrecht, Loyal: Teresa Hall, MCPL: Kitty Roesler, Medford: Erica Clarkson, Merrill: Debbie Kiefer, Minocqua: Peggy O’Connell, Neillsville: Cara Hart, Owen: Lorelee Peterson, Rhinelander: Virginia Roberts, Rib Lake: Tammie Blomberg, Stetsonville: Carla Huston, Thorp: Anne Kuipers, Three Lakes: Erica Brewster, Tomahawk: Heidi O’Hare, Westboro: Candice Celestina-Smith, Withee: Brandon Hardin, WVLS: Rachel Metzler (non-voting representative).

Others: MCPL: Julie Kinney, MCPL: Matthew Derpinghaus, Neillsville: Leanne Mayer, WVLS: Joshua Klingbeil

Not Present

Representatives: Colby: Vicky Calmes, Wabeno: Cynthia Lemerande

Meeting Called to Order – 9:37am (Dominic Frandrup, acting Chairperson)

1. Roll call (Joshua Klingbeil, Meeting Facilitator)

Quorum present.

2. Action: Approval of Agenda (Dominic Frandrup)

Motion: E. Brewster Second: H. O’Hare Carried

3. Action: Approval of September 5, 2019 Meeting Minutes (Dominic Frandrup)

Motion: K. Metzke Second: S. Bedroske Carried

4. Financial Reports

a. Report: Review Financial Reports (Joshua Klingbeil)

b. Action: Acceptance of Financial Reports (Dominic Frandrup)

Motion: S. Bedroske Second: T. Hall Carried

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5. Committees

a. Bibliographic and Interface Committee

i. **Report:** Committee update (Rachel Metzler)

An updated recommended cataloging procedure for bibliography record overlay has been developed and shared with the cataloger's email group.

Will be addressing searchability of Spanish and other foreign language items.

Revised scoping of released records as Sierra had an error in which it was only retrieving bib records. this primarily affected music. asking that library staff check for suppressed records and report them to WVLS.

b. Cooperative Circulation Committee

i. **Report:** Noted Damage/Missing Sheet updates (Kitty Roesler, Committee Chairperson)

K. Roesler presented the updated Noted Damage/Missing Items Sheet, adopted and ready to be used. K. Roesler noted any color paper may be used and the forms may be cut to various sizes to meet needs. Old forms may still be used to consume. Council members were reminded to use removable tape for affixing such slips.

ii. **Recommendation:** Noting damage that circulates (Kitty Roesler)

K. Roesler presented the committee's recommendation for noting damage for items that circulate.

Discussion indicated that some adjustments were desired regarding labeling of cased items.

K. Metzke reminded the council to reach out to their Circ Comm reps to provide feedback.

iii. **Action:** Adoption of recommendations regarding noting damage that circulates (Kitty Roesler)

The procedure for noting damaged cased items was sent back to the committee.

iv. **Recommendation:** Loan rule / high demand adjustments (Kim Metzke)

K. Metzke presented the committee's recommendation for unifying certain loan rules based on closest averages of current rules across the system. These recommendations do not involve High Demand rules.

v. **Discussion (Possible Action):** Discussion and feedback on recommendations regarding loan rule / high demand adjustments with optional action to adopt (Kim Metzke)

Several test cases were brought forth describing pressures for both shorter and longer loan rule periods.

Upon inquiry by a committee member, general desirability was expressed for the committee to continue working on loan rule unification recommendations.

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5.b.v (continued...)

Functionality of the “Grace Period” was briefly explained as a tool which may help individual libraries transition to unified loan rules.

Discussion indicated an uncompressed timeline for any implementation due to several factors including availability of ILS support staff.

General desirability was expressed for a chart to collect and indicate every library’s current/desired loan rules.

The Council was informed that WVLS will be renewing efforts to investigate deriving meaningful statistics and data analytics from the available data in the ILS.

Sent back to the committee with requests to add total checkout time to loan period chart and note that items with holds would not be renewed.

6. Voting Models Exploratory Committee

a. **Recommendation:** Form committee to explore and assess various voting models (Joshua Klingbeil)

J. Klingbeil presented the recommendation for V-Cat Council to form a special committee for researching voting models along with the context leading to it.

It was clarified during the course of discussion that a recent event connected to a misunderstanding of voting rules led to this topic being discussed at the V-Cat Steering Committee, and that committee recognized that due to the nature of this topic it might make more sense for the V-Cat Council to establish a committee specifically charged to investigate voting models.

b. **Establishment:** Form ad-hoc Voting Models Exploratory Committee to explore and assess the potential benefits of various voting models (Tammie Blomberg)

Council members and colleagues should note interest to the V-Cat Chair, T. Blomberg, as soon as feasible. Once she has a reasonable variety of committed volunteers, the Chair will appoint the committee.

7. Innovative Users Group Conference

a. **Recommendation:** Select attendee to sponsor who will accompany ILS Admin to IUG Conference (Rachel Metzler)

R. Metzler presented the recommendation for V-Cat Council to select an interested library staff member to attend IUG with the ILS Administrator in April.

Past experiences and the tradition of the council selecting an attendee was discussed. The value of attendance was questioned and discussed.

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Virgina Roberts nominated Ashley Polinski. Tammie Blomberg expressed interest but deferred to Ashley's nomination.

- b. **Action:** Send Ashley Polinski (Rhineland) to IUG 2020 Conference, with Tammie Blomberg as a backup (Dominic Frandrup)

Motion: S. Bedroske Second: K. Roesler Passed

8. Sierra Topics

- a. **Project:** Teleforms Replacement

i. **Product Research Updates and Discussion** (Joshua Klingbeil)

ii. **Recommendation:** Default for emergency implementation (Joshua Klingbeil)

J. Klingbeil presented the recommendation and alternate recommendation for selecting iTiva as a default in case of Teleforms failure while continuing to research products and costs or to select iTiva outright based on previous information shared.

J. Klingbeil will also investigate ShoutBomb for comparative information.

iii. **Action:** to authorize WVLS to proceed with contracting and implementing iTiva with the caveat that if the timeline allows, we discuss it at the next meeting if needed (Dominic Frandrup)

Motion: E. Brewster Second: V. Roberts Carried

- b. **Other** (V-Cat Council Representatives)

K. Roesler noted that Mary Stachowiak said hi to everyone. Roesler encourage Council members to contact Mary and send her positive thoughts.

9. Sierra Snack: Review online fine payments blocking, when patron record already in use (Rachel Metzler)

Rachel M demonstrated online fines payment blocking due to the patron record being open in Sierra. There may be a delay from a closed patron record and the record being available.

WVLS will investigate the error state language to determine if it is hardcoded or may be customized.

10. Request for Items to include on the next meeting agenda (Dominic Frandrup)

Reminder to bring telephone notification system product research to next meeting irrespective of progress on pursuit of iTiva (action 8.a. above).

11. Upcoming Meetings (Joshua Klingbeil)

- a. ~~November 7, 2020~~ - (postponed) Cooperative Circulation Committee
- b. February 6, 2020 - V-Cat Council
- c. February, 2020 - Bibliographic and Interface Committee (not yet scheduled)

12. Action: Adjournment (Dominic Frandrup)

Motion: S. Bedroske Second: K. Roesler Carried