Staying Together: COVID 19 Discussions

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- Share, Discuss & Stay Connected
- 60 Minutes
- Not WVLS Staff Reports
- No Formal Agenda
- Discussion Topic(s) Each Meeting
- Round Robin Sharing
- Recorded and Archived

Reminders

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- Mute When Not Speaking
- Let Everyone Be Heard & Share
- Share Via Voice or Chat
- **Introduce Yourself When You Speak**

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Opportunities for Communication

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- COVID-19 Webpage
- WVLS COVID-19 Daily Updates
- Help Desk/Email Tech Support
- Courier Email
- WVLS Staff Email
- "Staying Together" Twice a Week (T & F)

Today

- Round Robin Check In: What are you doing to cope and stay healthy/connected?
- Today's Topic: Board Meetings
- Forthcoming Info from DPI (Marla)

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What are you doing to cope and stay healthy/connected?

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Topic:

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- Board Meetings
  - Software: What WVLS Recommends
  - How We Will Support
  - Reminders/Tips for Running a Successful Virtual Meeting
  - Open Meetings Guidelines for Online Board Meetings

Board Meetings: Software

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- BlueJeans
  - LEAN WI approved to receive expanded pool of Licensing via TEACH
  - Can Provide Direct Support and Host Capabilities
  - Expanded Telephone Call Pooling for Higher Demand
  - "Enterprise" Level - more features and functionality than "Free"
  - "User" Experience Before Hosting (Staying Together and V-Cat)

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Board Meetings: Software

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- **What About Zoom?**
  - Great Product
  - Easy Interface
  - 40-minute Limit Still Applies to Public Libraries
  - Not Expensive; Paid Account Would Be at Your Library's Expense
  - WVLS: Not as much Experience or Vendor Support

Board Meetings: Software

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- **BlueJeans Pros**
  - Audio/Video Available on Phone
  - Mute/Unmute on Cell/Landline
  - Easy to Set Up and Share Log-In Information
  - No Extra Downloads Required
  - Easy to Access

- **BlueJeans Cons**
  - Are instances of dropped audio and screensharing
  - Users can't change phone number/name
  - Control Panel Blocks the Screen (not hidden)

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Board Meetings: How Will WVLS Support You?

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- Screenshots
- Digital Bytes
- Rehearsal/Sound Check Time with Jamie or Joshua (any software)

Submit Help Ticket for Product Request and/or Rehearsal

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Board Meetings: Running an Online Meeting

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- Practice
- Sound Check (family member, Board President?)
- Speak Slowly (time to process)
- Headset/Phone Over Computer Sound
- Encourage Muting When Not Speaking
- Moderator: Encourage Sharing/Prompting

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Board Meetings: Open Meetings Guidelines/Resources

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- How Can My Board Safely Meet?: https://www.doj.state.wi.us/news-releases/office-open-government-advisory-coronavirus-disease-2019-covid-19-and-open-meetings
- DOJ Office of Open Government: https://www.doj.state.wi.us/office-open-government/office-open-government
- Open Meetings Advisory: March 16 https://www.doj.state.wi.us/sites/default/files/news-media/3_16_20_OOG%20Advisory_COVID-19_and_Open_Meetings.pdf
- Open Meetings Advisory: March 20 https://www.doj.state.wi.us/sites/default/files/news-media/3.20.20_OOG_Final.pdf

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Forthcoming Info from DPI

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Next Meeting?

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- Friday, April 3; 10 am
- Topic Ideas?

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