



V-Cat Council Meeting

Thursday, June 4, 2020

9:30am – 12:00pm

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

Due to precautions concerning COVID-19 this meeting will be held by remote attendance only.

Audio tests and Conversation – 9:00am

Meeting Agenda

Call to Order – 9:30am (Chairperson, Dominic Frandrup)

1. **Roll call** (Meeting Facilitator, Joshua Klingbeil)
2. **Action:** Approval of Agenda (Chairperson)
3. **Action:** Approval of Previous Meeting Minutes: May 2020 (Chairperson)
4. **Financial Reports**
 - a. **Report:** Review financial reports for March – April 2020 (Joshua Klingbeil)
 - b. **Action:** Acceptance of Financial Reports (Chairperson)
5. **2020 Budget Revised Appropriations and 2021 Budget Proposal**
 - a. **Recommendation:** (Joshua Klingbeil)
 - b. **Action:** Approval of 2020 V-Cat budget Revised Appropriations (Chairperson)
 - c. **Action:** Approval of 2021 V-Cat budget (Chairperson)
6. **Committees**
 - a. **Bibliographic and Interface Committee**
 - i. **Report:** (Committee Chairperson, Chris Luebbe)
 - b. **Cooperative Circulation Committee**
 - i. **Report:** (Committee Chairperson, Kitty Roesler)
 - c. **Voting Models Exploratory Committee**
 - i. **Report:** (Committee Chairperson, Erica Clarkson)

Break – 5 minutes

7. Sierra Projects

a. Teleforms Replacement Project

- i. **Status Report:** (CIO, Joshua Klingbeil)
- ii. **Shoutbomb SMS:** (CIO, Joshua Klingbeil)

b. Slow Search Function Issue

- i. **Status Report:** (ILS Administrator, Katie Zimmermann)

8. Report of the ILS Admin: (ILS Administrator)

- a. WVLS Resource Sharing Levels Status Report**
- b. Discovery Layer Needs Assessment and Exploration**
- c. Other items to report**

9. Sierra Snacks:

- a. Find local items to fill **bib/title** level holds
- b. Find local items to fill **item level** holds

10. Other V-Cat Topics (V-Cat Council Representatives)

11. Request for items to include on the next meeting agenda (Chairperson)

12. Upcoming Meetings (Joshua Klingbeil)

- a. June/July/August ???, 2020 - Cooperative Circulation Committee
- b. June/July/August ???, 2020 - Bibliographic and Interface Committee
- c. June/July/August ???, 2020 - Voting Exploration Committee
- d. September 3, 2020 - V-Cat Council

13. Action: Adjournment (Chairperson)

Remote Meeting Connection Information

Remote Meeting <https://bluejeans.com/7152617250>
Dial in (408) 419-1715 or (408) 915-6290 or (855)-453-2694
Access Code 715 261 725 0

This agenda has been sent to the official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida, and Taylor counties.

If you are unable to attend this meeting, please notify Joshua Klingbeil by email: cio@wvls.org **by the end of day Wednesday, June 3, 2020**. Proxy assignment notifications must be made prior to the start of the meeting but to ensure notifications are expressly documented and noted, please make best effort to submit by email to both Joshua Klingbeil (cio@wvls.org) and Dominic Frandrup (director@antigopl.org) **by the end of day Wednesday, June 3, 2020**.

Any person planning to attend this meeting who needs special accommodations in order to participate, including toll-free access, should notify the WVLS office by emailing cio@wvls.org

V-Cat Council Meeting Minutes

Thursday, June 4, 2020 9:30 a.m.

WVLS Headquarters, 300 N. First St., Wausau, WI



Call to Order and Announcements:

Chair D. Frandrup (Antigo) call the meeting to order at 9:30 am. Roll call was taken, a quorum was present.

Members Present via BlueJeans:

J. Jochimsen (Abbotsford), D. Frandrup (Antigo), V. Calmes (Colby), P. Glidden (Gilman), K. Heiting (Granton), K. Metzke (Greenwood), T. Hall (Loyal) may have to leave early, K. Roesler (MCPL), D. Kiefer (Merrill), P. O'Connell (Minocqua), L. Petersen (Owen), V. Roberts (Rhineland), T. Blomberg (Rib Lake), C. Huston (Stetsonville), A. Kuipers (Thorpe), C. Lemerande (Wabeno), B. Hardin (Withee) and C. Celestina-Smith (Westboro).

Also Present:

M. Sepnafski (WVLS), C. Luebbe (MCPL), R. Metzler (WVLS), J. Klingbeil (WVLS), K. Zimmermann (WVLS), A. Hamland (WVLS)

Absent:

E. Brewster (Three Lakes) with V. Roberts (Rhineland) as proxy, J. Ziebell (Neillsville) with H. O'Hare (Tomahawk) as proxy, T. Hall (Loyal) with K. Metzke (Greenwood) as proxy if T. Hall leaves early, E. Clarkson (Medford) with V. Calmes (Colby) as proxy, S. Schmidt (Crandon), S. Bedroske (Dorchester), and F. Albrecht (Laona).

Approval of the Agenda:

K. Heiting (Granton) moved to approve the agenda as written, seconded by T. Hall (Loyal). Motion Carried.

Approval of the May 2020 Minutes:

C. Huston (Stetsonville) moved to approval the minutes from the May 7, 2020 meeting, seconded by J. Jochimsen (Abbotsford). Motion carried.

V-Cat Financial Report:

V. Roberts (Rhineland) moved to accept the financial report as presented, K. Roesler (MCPL) seconded. Motion carried.

2020 Budget Revised/2021 Budget Proposal:

J. Klingbeil (WVLS) shared the budget for 2020 and 2021 and explained the rebate that will be created by the overage.

V. Calmes (Colby) moved to approve the 2020 V-Cat budget revision, with V. Roberts (Rhineland) seconding. Motion carried.

V. Roberts (Rhineland) moved to approve the 2021 V-Cat budget, seconded by V. Calmes (Colby). Motion carried.

Bibliographic / Interface Committee:

Committee Chair C. Luebbe (MCPL) reported on behalf of the Bibliographic / Interface Committee.

The committee had not met since the last V-Cat Council meeting. Some of the things the committee is working on are making Juvenile foreign language items more searchable in the public catalog, making Overdrive bibliographic records have more friendly looking links, uniform titles and how they behave in Sierra, and multi-item set instructions.

The next Bibliographic / Interface Committee meeting is scheduled for Tuesday June 16.

Cooperative Circulation Committee Report:

K. Roesler (MCPL) reported for the Cooperative Circulation Committee. The committee has not met since the last V-Cat Council meeting and has no report to share. They hope to meet again when things settle down a little bit.

Voting Models Exploratory Committee Report:

K. Zimmermann (WVLS) reported for Erica Clarkson, Chair.

The Voting Models Exploratory Committee met in April to review different voting models in library systems across the state and on June 2 to take a deeper look at factors for weighting votes with V-Cat library data. The committee wants to take time to consider each model and factor carefully.

The next meeting has not yet been scheduled.

Sierra Projects:

Shoutbomb migration: J. Klingbeil (WVLS) reported on the Shoutbomb migration. WVLS is eager to get through the Shoutbomb migration so we can turn our attention to upgrading Sierra. We do not want to upgrade Sierra before we move to Shoutbomb.

D. Frandrup (Antigo) asked about the timeline. J. Klingbeil (WVLS) indicated that we will be learning that soon and sharing to the council.

Slow Search Function Issue: K. Zimmermann (WVLS) reported that we haven't seen much slowness in the past few months. This could be due to the system working well or due to usage being lower. A trial of Syndetics is possible, this company would possibly replace what Content Café does. Syndetics has agreed to match the cost of Content Café.

ILS Report:

K. Zimmermann (WVLS) thanked the V-Cat Council for their flexibility during this time of transition. As a reminder:
Clark Langlade Marathon Oneida (level 3)
Antigo and branches, Greenwood, MCPL, Rhinelander, Three Lakes (Level 4)

K. Zimmermann (WVLS) reminded the Council that occasionally an item will appear on a library's pull list with a destination library listed but fill a hold for another library. This happens because the item is being paged at multiple libraries for multiple patrons. The holds are filled in the order they are placed – unless they are for a local patron.

K. Zimmermann (WVLS) will be sending holds clean up lists for level 3 and 4 libraries. Time is being taken in their preparation to remove duplicates and to spot check.

Discovery Layer Needs: WVLS staff will work with existing committee members to gather information for needs and to start looking at other options for a discovery layer and reviewing our current discovery layer. WVLS staff will work with our existing committees – Bibliographic, Cooperative Circulation and the WVLS Databases advisory group instead of creating a new committee for Discovery Layer Needs assessment and Exploration. First the group will gather information on V-Cat member needs and preferences. Followed by review and evaluation of possible discovery layer products including EDS.

Other information:

WVLS met with our Innovative representative to look at the annual maintenance contract to see if changes should be made in the service.

WVLS staff are investigating reports of unusual behavior within Sierra. If this happens to you, gather as much information as possible to share with us including item barcode, patron barcode, and screen shots. Send information this to help@librarieswin.org. If possible, please try not to make changes to items/patron accounts so we can look at it in it's odd state.

Sierra Snacks:

K. Zimmermann (WVLS) reported on finding local items to fill bib level holds and item level holds. She pointed the Council to the [WVLS Covid – 19 resource webpage](#) where videos are available on this and other helpful procedures.

Other V-Cat Topics:

No other V-Cat topics were discussed.

Request for Agenda items:

There were no suggested agenda items.

Upcoming Meetings:

Bibliographic / Interface Committee, Tuesday June 16
Cooperative Circulation Committee, TBD
Exploratory Voting Models Committee, TBD
V-Cat Council Meeting, Thursday September 3

Adjournment:

A motion to adjourn was made by V. Calmes (Colby), seconded by K. Roesler (MCPL). Motion carried. Meeting adjourned at 10:30 am.