

WVLS Library Advisory Committee Meeting August 13, 2020 - Online

CALL TO ORDER: President Dominic Frandrup called the meeting to order at 9:31 a.m.

Members Present: Dominic Frandrup, Stacy Stevens, Tammie Blomberg, Janay Ziebell, Teresa Hall, Katie Aldrich, Julie Beloungy, Erica Clarkson, Cindy Lemerande, Virginia Roberts, Peggy O'Connell

Members Absent: Lois Frank, Ralph Illick, Beth Martin

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

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

APPROVAL OF THE AGENDA: STEVENS/BELOUNGY MOTION to approve the agenda as published. Matczak notes that "Approval of the minutes of the April 3, 2020 meeting" on the agenda is incorrect, because the meeting was held on April 9, 2020. All aye. Motion carried.

MINUTES: STEVENS/ROBERTS MOTION to approve the minutes of the April 9, 2020 meeting as presented. All aye. Motion carried.

INTRODUCTION OF MEMBERS: The LAC members introduced themselves and talked about the role in their organization.

ROUND TABLE DISCUSSION ON COLLABORATIONS AND SERVICES:

Matczak led a discussion on 2021 budget strategies, current collaborations and services and discontinued collaborations and services among COVID-19. The following questions and responses were discussed:

How has your library/organization had to shift its 2021 budget strategy due to COVID-19?

- Change in strategy because fines and fees offset operating expenses
- Insurances may increase due to disasters nationwide
- Saved money on staffing/part-time staffing due to closures and circumstances
- Reduced hours has provided savings
- Budget shift to online resources due to COVID-19
- Shifting book money into PPE, barriers, and book bins
- Full-time library staff are taking furloughs to save funding
- Shifting more money into Overdrive and other digital resources

What collaborations/services are new? What collaborations/services have been discontinued?

- Programs are not involving activities with contact
- Patrons not able to browse in stacks and staff must retrieve items
- Classes being offered online
- Partnered more with the IT Department for increased Laptops/IT devices/remote access
- Communicating more with other village departments
- Take and Make Craft bags are very successful
- Discontinued "on the road" storytimes
- Encouraging students to use the online catalog instead of browsing
- More community conversations are happening
- Reduced hours and staff time are showing communication gaps

- Collaborating with school librarians
- Book Clubs are using Zoom to meet virtually
- Started working more closely with the Parks and Recreation Department, who has more time due to no sporting activities
- Not as many patrons coming into the library
- Worked to help daycares to sign up for Summer Reading Program using Beanstack

DRAFT 2020 WVLS SYSTEM PLAN AND BUDGET: Sepnafski led the presentation and discussion of the draft 2020 WVLS System Plan. She noted that LAC member feedback is taken very seriously by the WVLS Board of Trustees. Once the budget is passed by the WVLS Board, it has to be accepted by the Wisconsin DPI in order for the system to receive its first round of funding for 2021. Hamland, Matczak, Klingbeil, Metzler, Zimmermann and Machones highlighted changes to those portions of the service plan for which they are given primary responsibility.

No changes to the plan were recommended by LAC members.

STEVENS/HEITING MOTION to recommend approval of the 2021 WVLS System Plan to the WVLS Board of Trustees. All aye. Motion carried.

Sepnafski provided an overview of the draft 2021 WVLS Budget. She noted that the integrates the 2021 V-Cat Budget (approved earlier in the year), the LEAN WI Budget, and the IT Budget have now been isolated from the other operations in WVLS. Klingbeil presented the LEAN WI and IT Budgets. He noted that the LEAN WI budget is an aggregate for three systems (WVLS, IFLS Library System and Northern Waters Library Service).

Sepnafski stated that the budget supports the system plan initiatives and that the budget presented is balanced.

At 11:44 a.m., audio was discontinued in the meeting, and a new meeting log-in was provided. At 11:53 a.m., the meeting continued.

No changes to the budget were recommended by LAC members.

STEVENS/HALL MOTION to recommend approval of the 2021 WVLS Budget to the WVLS Board of Trustees. All aye. Motion carried.

Stevens left the meeting at 11:57 a.m.

2022 TECHNOLOGY PLANNING GUIDE DRAFT

Klingbeil highlighted the plan for WVLS member libraries for 2022. He said any changes between August 2020 and this time for next year should be nominal.

Aldrich left the meeting at 12:02 p.m.

STAFF REPORTS:

Grants Update

Matczak said that the ARSL Conference and WLA Conference scholarships are deferred until 2021 for the 2020 recipients. The Wisconsin DPI offered grants to eligible libraries for the ARSL Conference (virtual) at the end of September. There will also be Back in Circulation Again scholarships offered by DPI. Klingbeil said he is still waiting to hear news about the CARES Act grants.

Continuing Education and Training

Matczak talked about upcoming continuing education events, including:

- Wisconsin Trustee Training Week (Aug. 24-28)
- Webinar Series “The Value of the Library” in October
- Tech Days on Sept. 23-24 will be virtual, worth 6 contact hours
- Youth Services and Adult Services Workshops will be virtual this fall
- Wild Wisconsin Winter Web Conference on Jan. 27-28, 2021

Digital Bytes will continue to be produced.

Youth Services

Hamland said the Youth Services workshop will be Dec. 3 from 12 p.m. – 2 p.m., and it will feature a school librarian panel. Virtual Meet Ups continue to happen with youth services librarians and libraries continue to use Beanstack.

Inclusive Services

Matczak reported on behalf of Machones that there are many continuing education opportunities in inclusive services, and WVLS will be doing some inclusive services digital bytes in 2021.

ILS/V-Cat Projects

Zimmermann said WVLS has continued to make adjustments and best practices with the changes happening regarding the closings and openings of libraries due to COVID-19. All libraries in V-Cat are now sharing resources. Several committees are working together to collect information on discovery layer products. They are looking at changing voting models in V-Cat and exploration different data to see what might be a good fit. Metzler added that cataloging trainings have occurred for people who have showed an interest.

Technology

Klingbeil discussed he is focusing on budgetary items for next year, including the CARES Act grants. Some new computers are being installed at the member libraries.

SELECT APRIL MEETING DATE: The next meeting will be Thursday, April 8, 2021. The call to order will be at 9:30 a.m.

ADJOURNMENT: ROBERTS/O’CONNELL MOTION to adjourn. Meeting adjourned at 12:16 p.m.

Respectfully submitted by Jamie Matczak, Meeting Recorder