

**WISCONSIN VALLEY LIBRARY SERVICE**

**Board of Trustees Meeting**

September 19, 2020

Held by remote attendance only

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is November 21, 2020.

President Tom **Bobrofsky** called the meeting to order at 9:36 AM. Roll call was taken by **Wendt** and a quorum was declared present.

**Present**

Tom Bobrofsky, President  
Pat Pechura, Vice-President  
Mike Otten, Treasurer  
Sonja Ackerman, member  
Jim Backus, member  
Tyson Cain, member  
Eileen Grunseth, member  
Peg Jopek, member  
Louise Olszewski, member  
Kari Sweeney, member

**Others Present**

Marla Sepnafski, WVLS Director  
Josh Klingbeil, WVLS staff  
Susie Hafemeister, WVLS staff  
Jamie Matczak, WVLS staff  
Rachel Metzler, WVLS staff  
Kris Adams Wendt, WVLS staff  
Katie Zimmerman, WVLS staff  
Sherry Machones, NWLS (WVLS inclusive services)  
Judy Bobrofsky, guest

**Excused**

Paul Knuth, member  
Christy Janczewski, member  
Diane Peterson, member

**Vacant**

Marathon County representative  
Marathon County representative

**NOTE:** All exhibits may be accessed at <https://wvls.org/bot-agenda-exhibits/>

**CONSENT AGENDA APPROVAL:**

**Olszewski/Otten motion to approve the agenda as printed. All aye. Motion carried.**

**APPROVAL OF MINUTES** (Exhibit 1):

**Grunseth/Ackerman motion to approve minutes from the August 15, 2020 WVLS Board meeting as corrected. All aye. Motion carried.**

**FINANCIAL REPORTS AND CURRENT BILLS** (Exhibits 2-8):

**Jopek/Pechura motion to approve the financial reports and current bills as presented. All aye. Motion carried.**

**WVLS JANUARY-AUGUST 2020 TREASURER’S REPORT** (Exhibit 9):

**Olszewski/Jopek motion to approve the January-August 2020 Treasurer’s Report as presented. All aye. Motion carried.**

**REPORTS:**

**Resource Library** (Exhibit 10): **Sepnafski** drew the Board’s attention to the report included in their packets. Sweeney provided a brief update on MCPL building projects during the pandemic period. Windows are being replaced in WVLS office space.

**WLTF:** No report.

**COLAND** (Exhibit 11): **Klingbeil** shared highlights of the September 11 virtual meeting which focused on committee viability, membership and direction, as well as [PLSR progress](#) and library materials quarantine guidelines.

**Report from WVLS Director Marla Sepnafski** (Exhibit 12): **Sepnafski** noted the following highlights from the Director's Report before calling on staff members for updates on their assigned areas of expertise:

- **Words of appreciation:** In a letter to WVLS President Tom **Bobrofsky** and Board Members (Exhibit 12a), T.B. Scott Free Library Director **Stacy Stevens** thanked WVLS for the Beanstack software and mobile application. She said, "T.B. Scott Free Library would like to express our great appreciation for the efforts of the WVLS management and staff for procuring and administering the Beanstack software and mobile application that provided an online presence for the summer literacy and reading programs for our library and for libraries throughout Wisconsin. .... Thank you again for the leadership provided by WVLS staff. It is very much appreciated." *"You are worth your weight (and mine) in gold. You do amazing work!"* – **Kitty Roesler**, MCPL Circulation Lead, to **Katie Zimmerman** for ILS customer service. *"Thanks! Your help is so awesome and irreplaceable! What will we do while you are on leave?"* – **Janay Ziebell**, Neillsville Public Library Director, to **Anne Hamland** for website support
- **MCPL Task Force Update:** [Public notice for the seventh Task Force meeting on August 17](#) stated that a "possible recommendation" might be made to the MCPL Board scheduled to meet an hour later on the same day. However, Task Force members' discussion identified enough unfinished business to occupy four more meetings and they deferred a recommendation "to the end of the year." The Library Board approved the extension. On September 3, the MCPL Director reported to the Marathon County Board's Extension Education & Economic Development Committee that "final analysis and vote for the Task Force recommendation to the MCPL Board will take place at the November 16, 2020 meeting." [See page 10 from EEEDC packet posted here](#). WVLS Trustee **Michael Otten's** shared his concerns with MCEEDC members on September 2 (Exhibit 12b) as did **Dominic Frandrup**, Antigo Public Library Director; **Vicky Calmes**, Colby Community Library Director; **Virginia Woods Roberts**, Rhinelander District Library Director; and **Erica Brewster**, Demmer Memorial Library (Three Lakes) Director. The next meetings of the MCPL Task Force and Library Board will be on Monday, September 21. The information packet for the 11:00 a.m. Task Force meeting, available [here](#), includes letters from **Ralph Illick**, **Tom O'Neill**, the **MCPL Library Services Team** and **Matthew Derpinghaus** about WVLS staff, customer service and support. The packet for the 12:00 p.m. Board meeting is [here](#). The [Marathon Co. Public Library System Exploration Information and Updates page](#) on the WVLS website includes information about MCPL Task Force meetings since January. Anyone with an interest in the MCPL Task Force process and future of WVLS should take the time to read this information. MCPL also maintains its own Task Force web page [here](#). WI Statute [43.18](#) outlines the process for a county withdrawing from a library system. The earliest date Marathon County could withdraw is January 2022, following adoption by 2/3 vote of a resolution by the Marathon County Board of Supervisors at least 6 months prior to the close of the system's fiscal year.
- **People and Libraries in the News:** **Anne and Granger Hamland** welcomed a new baby girl, **Maeve Cleary Hamland**, on September 9. **Katie Petranovich**, Director of the Western Taylor County Public Library (Gilman), resigned on August 14 citing personal reasons. She had been employed at the library for about one month. The WT CPL Board of Trustees subsequently hired **Rita Ludvigsen** to fill the position, and she started on September 14. Milwaukee Public Library Deputy Director **Joan Johnson** has been

appointed by Mayor Tom Barrett to be the City Librarian for the library. She replaces **Paula A. Kiely**, who retired August 28. **Kimberly Young** has been hired to lead the Monarch Library System headquartered in Sheboygan. She replaces **Jennifer Chamberlain**, who left the position in June to become the Director of WiLS.

- **Info to Go: “The Great Outdoors: Libraries turn to drone delivery, outdoor browsing, and other alfresco services”;** [American Libraries Magazine Blog Post](#); September 14, 2020. [Book of the Little Axe by Lauren Francis-Sharma has been selected for The Libraries Transform Book Pick](#), a popular digital reading program that connects readers nationwide by offering free access to the same ebook through public libraries. The Libraries Transform Book Pick is a collaboration between *Booklist*, Libraries Transform, OverDrive and Libby that offers public libraries opportunities to engage with readers about the ebook, and to showcase digital collections and other library resources and programs. A public library card is all that is needed to access the ebooks via Overdrive or its app Libby. All public libraries in the U.S. currently participating in OverDrive will be ready to lend unlimited copies of the ebook to borrowers during the reading period September 14-28, 2020. (edited from ALA’s United for Libraries post; 9/11/2020; [united@ala.org](mailto:united@ala.org)). In the latest edition of [Letters of the Law](#) from *American Libraries Magazine*, Mary Minow, a librarian who became a lawyer, and Tomas A. Lipinski, a lawyer who became a librarian, address legal issues arising from the COVID-19 pandemic on the topics of face mask requirements and taking time off to vote.

#### **Report from Education Consultant Jaime Matczak:**

- **Scholarship Winners: Janay Ziebell**, Neillsville Public Library Director, was awarded a scholarship that covers the full registration fee for a certification course offered through the iSchool @ UW-Madison this fall. Scholarships were also awarded to Tammy Hardinger, Pittsville Public Library Director and Laura Skalitzky, Princeton Public Library Director. Due to a recent collaboration with the iSchool at UW-Madison, WVLS was offered several scholarships for member colleagues to attend the “**Back in Circulation Again (virtual) Conference**” on October 19-20. Scholarships were awarded to **Loralee Petersen** (Owen Public Library Director), **Virginia Roberts** (Rhineland District Library Director) and **Cathy Oelrich** (Rhineland District Library’s Adult Services Manager). WVLS was also given the opportunity to enroll two of its member librarians in a Fall Continuing Education course. The two people selected were **Laurie Ollhoff** (T.B Scott Free Library Assistant Director) and **Carla Huston** (Stetsonville Public Library Director). Rhineland District Library’s Children’s Librarian, **Denise Chojnacki** and Adult Services Manager, **Cathy Oelrich**, are the recipients of two scholarships the Wisconsin Department of Public Instruction awarded each public library system for area library staff to attend the “**Lead the Way: Libraries at the Heart of Community Engagement**” **Conference**. Sponsored by the iSchool @ UW-Madison, the conference will be held virtually on November 16-17.
- **Courier Update:** Courier is now running at 91% capacity, with Waltco making stops Monday through Friday. WVLS supported 109 stops a month to member libraries before COVID-19 and is currently supporting 100. Some libraries that previously had three stops per week are still at two stops, though an increase has been seen in recent weeks. With the recommended quarantine on library materials being 96 hours (4 days), some libraries are finding that two stops per week are sufficient. Waltco continues to be accommodating and receptive to suggestions on delivery during the pandemic.
- **Virtual ARSL Conference:** The Wisconsin Department of Public Instruction (DPI) is offering scholarships to staff who work in public libraries serving municipal populations under 25,000 to attend this year’s Association of Rural and Small Libraries Conference. The [2020 ARSL Conference](#) will be held September 28-October 2. Scholarships will be distributed by means of LSTA subaward grants to library systems, and WVLS staff will be

coordinating these scholarships on behalf of its members. WVLS is encouraging library staff to watch these sessions in small groups, taking social distancing and safety into consideration. Eighteen individuals representing libraries in Marathon County, Merrill, Rhinelander and Stetsonville, submitted applications by the August 12 deadline.

- **Tech Days 2020**, a virtual webinar series that will run from September 23-24, will feature these four sessions:
  - “Technology Training for Non Techies” with Emily Clasper (10:00-11:30am on Wednesday, September 23)
  - “Mind the Gap: How to Navigate Your Way Across the Digital Divide (And Why That Isn’t as Easy as It Sounds)” with Kris Turner (1:00-2:30pm, September 23)
  - “Productivity and Technology” with Kris Turner (10:00-11:30am, September 24)
  - “Change is a Constant: Technology, Service and Constant Change” with Emily Clasper (1:00-2:30pm, September 24)

This event is sponsored by all 16 public library systems with support from DPI and funding from the Institute of Museum and Library Services. Register at the [Tech Days website](#).

- WVLS, Northern Waters Library Service, and the Southwest Wisconsin Library System are excited to announce nationally known library consultant **Pat Wagner** will present an October Webinar Series called “**Building & Maintaining Customer Relationship**” to promote the value of libraries through marketing, effective management and successful advocacy. The webinars will be recorded and are each worth 1 contact hour for library certification. [Click here](#) for more information on the webinars and to register.

### Legislative Report from Library Consultant Kris Adams Wendt

- The **Wisconsin Library Association** has endorsed the **Wisconsin Humanities Council (WHC) Resilient Communities Initiative** on the recommendation of the WLA Legislative Development & Legislation (LD&L) Committee following presentations by WHC Executive Director **Dena Wortzel**. The proposal is based on a prototype project implemented with WHC federal grant funds between 2012-2019 during which UW-Milwaukee professor Dr. Arijit Sen brought a field school approach to 6 different neighborhoods in Milwaukee (Sherman Park) as well as Merrill, Wisconsin. Public libraries, notably the **T.B. Scott Free Library (Merrill)** were an important part of the earlier WHC grant projects and are again central to the proposed Resilient Communities Initiative, which is dependent upon identifying and securing state funding for implementation in the next budget cycle. The new initiative will serve 4 communities with a summer program and 4 communities with an 11-month program, following recruitment, selection, and training of 8 young people and their hometown librarians working as teams, for a total of 16 trainees. Preliminary budget estimates include \$30,000 in stipends for 8 librarians (based on \$500/month for their period of service to the project plus all expenses paid for a 2-week field school training experience). Young applicants will be required to have letters of recommendation from their librarian partners, whose advisory role will include providing an institutional base for community networking. [The Resilient Communities initiative \(version 09-08-20\) is linked HERE](#). The Wisconsin Humanities Council will be dropping the “Council” part of its name to become simply Wisconsin Humanities and has [launched a new website](#). WVLS consultant Kris Adams Wendt is a gubernatorial appointment to the WI Humanities board as well as a continuing member of WLA LD&L. The two organizations will partner in promoting the Resilient Communities Initiative during the 2021-2023 state budget process.
- Part 1 (Agency Operations and Public Libraries) of the [2021-2022 Department of Public Instruction Biennial Budget Request](#) was released on September 15. It includes state library aid requests for public library system aid (pdf pp. 33-35,37), library resource contracts (pdf pp. 39-41), and Recollection Wisconsin (pdf pp. 42-44). Recollection

Wisconsin will have its own separate line item following approval of a transfer of funds from WISELearn (pdf p. 22). (see Exhibit 12c, 12d)

#### **Report from Inclusive Services Consultant Sherry Machones:**

- **Machones** shared an *Inclusive Services Update* with member libraries at the end of August. The update offered news on the Wisconsin Department of Transportation ADA Transition Plan that libraries could share with the public and showcased the enhanced search feature of the Cooperative Children's Book Center's (CCBC) website which includes diversity statistics. The update also mentioned upcoming virtual inclusive continuing education opportunities like the "Lead the Way" and "Toward One Wisconsin" conferences that will be held in November, and a whole host of inclusive offerings from the National Library of Medicine.

#### **Report from ILS Administrator Katie Zimmermann:**

- The **V-Cat Cooperative Circulation Committee** met on Wednesday, August 19 to discuss checkout period recommendations, the effectiveness of the Precedence to Local Holds circulation option, service adjustments and circulation guidelines for periods of reduced service or curbside service. **Kitty Roesler**, Marathon County Public Library's Circulation Lead, announced that she would like to step down from the committee chair position and will be succeeded by Rib Lake Public Library Director **Tammie Blomberg**.
- The **V-Cat Voting Models Committee** met on Thursday, August 13 and is ready to make a report of their work to the WVLS/V-Cat Steering Committee, including proposed formulas for weighted voting. A WVLS/V-Cat Steering Committee is scheduled for Tuesday, September 29.
- Juvenile subject indexing and the process for a discovery layer review were discussed by the **V-Cat Bibliographic Committee** during its August 25 meeting.
- The **Discovery Layer Advisory Group** discussed the discover layer product review process during its meetings on Thursday, August 20 and Wednesday, September 9. Results of the V-Cat member library survey of discovery layer features and their level of importance to staff and patrons were reviewed. Usage reports from the current discovery product, Ebsco Discovery Service, were provided. A brief patron survey about search and discovery will be developed and completed in late September/October. Product demonstrations from discovery layer providers will be scheduled for late October or early November.
- **Shoutbomb SMS Text messages** have been enabled. Patrons can text SIGNUP to 844-201-0052 and follow the prompts to sign up. Patrons will be able receive hold pickup alerts, overdue alerts, pre-overdue alerts, and announcements from their local library. The SMS service also allows patrons to request a list of all checked out items and renew items via text message. Patrons can manage their alerts and opt out at any time. **Shoutbomb Voice messages** will be implemented soon to replace the Teleforms telephone notification system. A new toolkit to promote text message alerts via Shoutbomb is now available. It includes Facebook shares, flyers and a sample press release, and can be accessed on the WVLS Marketing Page, under the "Toolkits" toggle.
- See also V-Cat Council report below.

#### **Report from ILS & Database Support Specialist Rachel Metzler**

- **Metzler** and **Zimmerman** are experimenting with a **new training approach** to compliment the current goal to schedule formal trainings on a regular basis. To be more responsive, narrowly focused trainings can be scheduled when there is a need, and V-Cat member libraries will also be invited to attend. These trainings may be less polished and more informal but will facilitate increased access to skill building opportunities.

- **Metzler** completed the quarterly **Backstage cataloging process** that helps to maintain our database. Backstage checks and updates bibliographic records for authoritative subject headings, author listings, and titles, adds Lexile and Accelerated Reader information, and converts records to the newer standard, if needed.
- **Metzler** attended a **WISCAT User Group** meeting on September 8 on the topic of statewide resource sharing. Two observations from recent interlibrary loan activities were that the quarantine of materials is requiring longer check out periods on materials loaned to libraries and that it is too soon to bill libraries for overdue materials caught in the COVID-19 web. Instructions were shared on how to extend due dates in WISCAT. In preparation for the meeting, Metzler developed a video tutorial on this topic and shared it with member library WISCAT staff. The next WISCAT User Group meeting is slated for November 10.

#### **Report from Chief Information Officer Josh Klingbeil:**

- Klingbeil provided an update on federal and state grants.
  - **FY19 LSTA – Technology – Connectivity:** With undesignated monies remaining in the FY19 LSTA allocation to Wisconsin, DPI made available \$6,250 per library system to assist with COVID response related communications and connectivity expenses. LEAN WI partners filed a joint application aggregating suballocations for a total of \$18,750 designated to cover a combination of already expended projects and procurement of new wireless access points to support expansion of Wi-Fi coverage in member libraries.
  - **FY19 LSTA – Technology – Cybersecurity:** Using undesignated monies remaining in the FY19 LSTA allocation to Wisconsin, DPI coordinated a licensing procurement project with InfosecIQ, leveraging an existing contract that vendor holds with the State of Wisconsin to establish three years of Cybersecurity Testing and Training services. Monies were made available to library systems to cover variable user counts. LEAN WI partners applied for this grant to cover approximately 970 potential users among 100+ library member and system organizations.
  - **FY20 LSTA – Technology – Increase Capacity for Technology Tools and Resources Sparsity Aid:** In August, DPI notified Library Systems of the opening FY20 LSTA application window. LEAN WI partners are preparing a draft application aligning with the LEAN WI 2021 budget plan to be submitted by the Sept 30, 2020 application deadline. At this time, LEAN WI partners are planning to apply for \$23,190 to be used for Faronics licensing alignment and subscription renewal and \$20,000 to be used for core network transport equipment expansion.
  - **FY19/20 CARES Act Grants to States (G2S) – COVID Response Support:** In June, LEAN WI partners submitted a joint application to DPI for \$158,257 based on the Wisconsin Libraries CARES Act Distribution Allocation Tables established by DPI. Two WVLS and four NWLS libraries asked to self-manage local projects with their respective allocations. During the week of September 14, LEAN WI partners will review the original application and establish plans for supporting the six passthrough projects and joint projects for the rest of the libraries.
- **Collaboration Development and Management.** Library System technology peers held their regular meeting (remotely) in August. The Statewide Backup collaboration project was discussed along with website hosting and content support services and cybersecurity.
- **Memorandums of Understanding.** SCLS has amended original MOU drafting presented last year and shared two MOUs recently for review. One is for all systems interested in participating in the Statewide Backup Collaboration project (Exhibit 21) and the other is for LEAN WI partners and SCLS with respect to a separate, though related, joint storage

platform project (Exhibit 22). LEAN WI partners are reviewing the amended MOUs to ensure clarity of intent and similarity of interpretation of all parts prior to adopting an understanding with other Library Systems.

**V-Cat Council** (Exhibit 13): **Zimmermann** reported the V-Cat Council met on September 3 and approved several recommendations.

- **V-Cat Bibliographic and Interface Committee** recommended indexing of children's subject headings to make them keyword searchable, and the Council approved the use of special project funds for this purpose.
- **V-Cat Cooperative Circulation Committee** brought multiple recommendations for unified check out periods to the Council. V-Cat Council approved recommended checkout periods for New/High Demand Books, New/High Demand Audiobooks, Series Video Materials, New/High Demand Video Materials, Music CDs, and Magazines. This is in addition to recommended checkout periods passed at the February 2020 V-Cat Council meeting. All approved recommended checkout periods are available on the V-Cat Guidelines page of the WVLS website. WVLS staff will work with libraries on an individual basis throughout 2020 and 2021 to implement the changes. **Zimmermann** asked that libraries contact WVLS at least a couple months ahead of the desired effective date to arrange for the work to be done and to allow for time to familiarize patrons with the upcoming changes.
- The V- Cat Cooperative Circulation Committee is also examining regular circulation tasks and will suggest temporary service changes during periods when libraries are closed, offering curbside service, offering limited services, and quarantining materials to encourage best practices among member libraries. At **Zimmermann's** recommendation, the V-Cat Council approved continued use of the **Give Precedence to Local Holds circulation option** until libraries discontinue materials quarantine to maximize the amount of patrons who have access to materials and minimize the amount of time items spend in transit and quarantine.
- V-Cat Council voted to **temporarily Enable the Prioritizing Hold Fulfillment at the Pickup Location paging option**. This will allow available copies at the pickup location to fill holds at the pickup location ahead of items being checked in at other locations. This will minimize the amount of time items spend in transit and quarantine, and help materials get into patron's hands more quickly. The option will be re-evaluated when libraries stop quarantining materials.

**Library Advisory Committee** (Exhibit 14): **Matczak** drew the board's attention to the August 13 virtual LAC meeting minutes. The next LAC meeting is scheduled for April 8, 2021.

**2021 MCPL/WVLS RESOURCE LIBRARY AGREEMENT draft** (Exhibit 15):

**Sepnafski** reported that the MCPL Board did not approve the agreement at its August 17 meeting, postponing the decision just as the WVLS Board did on August 15 until greater clarity could be achieved. The item remained as tabled until November 21.

**2021 HEALTH INSURANCE** (Exhibit 16):

**Sepnafski** reviewed the information on exhibit 16 regarding WVLS employee health insurance options and cost comparisons. The employer cost for 2021 is \$147,833.40.

**Otten/Ackerman motion to approve the 2021 health insurance plan for WVLS employee as presented. All Aye. Motion carried.**

**2021 WVLS PLAN – draft** (Exhibit 17):

**Sepnafski** introduced the 2021 WVLS System Plan, which was endorsed by the Library Advisory Committee and to which no changes have been made since the Board's first examination on August 15.

**Otten/Jopek motion to approve the 2021 WVLS System Plan. All aye. Motion Carried.**

**2021 WVLS BUDGET – draft** (Exhibit 18a, 18b):

**Klingbeil** presented the 2021 WVLS Budget for final approval after noting final adjustments since the August meeting.

**Pechura/Grunseth motion to approve the 2021 WVLS Budget documents as presented. All aye. Motion carried.**

**2022 WVLS TECHNOLOGY PLANNING GUIDE – draft** (Exhibit 19):

**Klingbeil** reported one small change to the draft 2021 LEAN WI Technology Plan and WVLS IT budget information, as well as the 2022 Technology Budget Planning Preview since the August meeting. Otten expressed appreciation for providing service to all libraries covered at a bargain cost.

**Olszewski/Otten motion to approve the WVLS 2022 Technology planning guide as presented. All aye. Motion carried.**

**2020 LSTA INCREASE CAPACITY FOR TECHNOLOGY TOOLS AND RESOURCES SPARSITY AID GRANT APPLICATION (Exhibit 20):** As explained and discussed under Klingbeil's report above, LEAN WI partners applied for \$43,190 (\$23,190 to be used for Faronics licensing alignment and subscription renewal and \$20,000 to be used for core network transport equipment expansion).

**Ackerman/Sweeney motion to approve the LSTA Increase Capacity for Technology Tools and Resources Sparcity Aid Grant Application as presented. All aye. Motion carried.**

**WISCONSIN PUBLIC LIBRARY SYSTEM BACKUP AND DIGITATION STORAGE**

**COLLABORATION MEMORANDUM OF UNDERSTANDING (Exhibit 21):** As explained under Klingbeil's report above, both Exhibit 21 and Exhibit 22 are undergoing final review prior to formal signing. Given the board does not meet until November, consensus was to approve the concept and intent of both agreements and authorize staff to follow through with execution when satisfied.

**Grunseth/Jopek to approve execution of the Wisconsin Public Library System Backup and Digitization Collaboration Memorandum of Understanding as presented pending final staff review and acceptance. All aye. Motion carried.**

**SAN (STORAGE AREA NETWORK) MEMORANDUM OF UNDERSTANDING (Exhibit 22):**

**Ackerman/Olszewski motion to approve execution of the Memorandum of Understanding between LEAN WI and SCLS regarding the Storage Area Network project as presented, pending final staff review and acceptance. All aye. Motion carried.**

**CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:**

**Bobrofsky** announced that a certificate of appreciation will be sent to retiring board member **Doug Lay** in recognition of his service as a WVLS trustee from 1982-1987 and 1991-2020. He requested that (actual paper) personal notes and cards from staff and board members be sent to the WVLS office to arrive no later than October 15, where they will be collected and relayed to Doug at his new address.

**Backus** reported on the necessity of slimming down his large book collection, to the benefit of MCPL Friends of the Library and several other charitable and retail outlets for used books. **Jopek** reported on the excellent way in which the Antigo Public Library has adapted its services and continues to partner with the community during the pandemic. Board members expressed collective thanks for the WVLS branded facemasks.

**REQUEST FOR FUTURE AGENDA ITEMS:** MCPL/WVLS Resource Library Agreement

**NEXT MEETING DATES:** WVLS/V-Cat Steering Committee – September 29, 2020.  
WVLS Board of Trustees, November 21, 2020.

**ADJOURNMENT: Grunseth/Ackerman motion to adjourn. All aye. Motion carried. The meeting was adjourned at 11:40 AM.**

Respectfully submitted,  
Kris Adams Wendt, Meeting Recorder