



# V-Cat Council Meeting

Thursday, June 3, 2021

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 – 9:15 am**

## Meeting Agenda

**Call to Order – 9:30am** (Chairperson, Stephanie Schmidt)

**1. Roll call** (Meeting Facilitator, ILS Administrator, Katie Zimmermann)

**2. Consent Agenda** (Chairperson)

**a. Review Consent Agenda Items**

**i. Approval of Agenda**

**ii. Approval of Previous Meeting Minutes: February 2021**

**b. Action:** Approval of Consent Agenda

(Note: This can be done with one motion for both of the above together.)

**3. Financial Reports**

**a. Report:** Review of financial reports for March-April 2021 (ILS Administrator)

**b. Action:** Acceptance of Financial Reports (Chairperson)

**4. 2022 Budget Proposal – Draft**

**a. Recommendation:** Proposed 2022 V-Cat Budget (ILS Administrator)

**b. Action:** Approval of Proposed 2022 V-Cat Budget

**5. Committees**

**a. Bibliographic and Interface Committee** (Committee Chairperson, Chris Luebbe)

**i. Report**

**ii. Recommendation:** Use special project funds to outsource the improvement of bibliographic records.

1. **Action:** Approval of Recommendation.
  
- b. **Cooperative Circulation Committee** (Committee Chairperson, Tammie Blomberg)
  - i. **Report**
  - ii. **Recommendation:** Standardized Notices
    1. **Action:** Adopt Recommendation
  - iii. **Recommendation:** Discontinue the practice of invoicing libraries for billed items.
    1. **Action:** Adopt Recommendation

Break – 5 minutes

6. **Report of the ILS Admin** (ILS Administrator)
  - a. **Discovery Layer Needs Assessment and Exploration Report**
    - i. **Report** (ILS Administrator and ILS Support Specialist, R. Metzler)
    - ii. **Recommendation: Select V-Cat discovery layer product**
      1. **Action:** Selection of discovery layer product
    - iii. **Recommendation: Continue EBSCO Discovery Service**
      1. **Action:** Approve Recommendation
  - b. **Shoutbomb Implementation Update**
    - i. Notices Schedule
    - ii. Notices messaging
  - c. **Sierra System Upgrade to 5.3**
  - d. **Holds Functions Status Report**
  - e. **V-Cat ILS Evaluation and Review Report**
  - f. **V-Cat Training Report** (ILS Administrator and ILS Support Specialist)
  - g. **Other Items to Report**
  
7. **Report of ILS Support Specialist** (ILS Support Specialist, Rachel Metzler)
  - a. **V-Cat Database Maintenance Report**
  - b. **V-Cat Cataloging Report**
  
8. **Other V-Cat Topics** (V-Cat Council Representatives)

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

**10. Upcoming Meetings**

V-Cat Bibliographic Control and Interface Committee Meeting Tuesday, August 3, 2021 at 10:00

V-Cat Cooperative Circulation Committee Meeting Thursday, August 12, 2021 at 1:00

V-Cat Council Meeting Thursday, September 2, 2021 at 9:30

**11. Action:** Adjournment (Chairperson)

## Remote Meeting Connection Information

**Remote Meeting Link** <https://global.gotomeeting.com/join/374519565>

**Dial in** +1 (872) 240-3311

**Access Code** 374-519-565

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 Katie Zimmermann by email: [ils.admin@wvls.org](mailto:ils.admin@wvls.org) **by the end of day Wednesday, June 2, 2021.** 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 Katie Zimmermann ([ils.admin@wvls.org](mailto:ils.admin@wvls.org)) and Stephanie Schmidt ([director@crandonpl.org](mailto:director@crandonpl.org)) **by the end of day Wednesday, June 2, 2021.**

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](mailto:cio@wvls.org)