

DIRECTOR'S REPORT
WVLS Board of Trustees Meeting
January 16, 2016

CORRESPONDANCE

- In late November 2015, DPI informed WVLS that our 2016 system plan was approved and that our first (of two) 2016 state aid payments was released. The first payment of \$638,958 was received/deposited in a WVLS investment account in late November.
- **Leo Martin**, former Marathon County representative on the WVLS Board (1996-1999), passed away in early December. His family was informed that a \$100 donation (from the WVLS Reserve Fund) was placed in the Carol Ruth Wessler Memorial Scholarship Fund in his honor. All gifts to this fund remain intact and only the interest on the invested funds is used for scholarships.
- WVLS received official notifications of renewed appointments from Clark County for **Louise Olszewski**, and from Langlade County for **Peg Jopek**. Marathon County reappointed **Mike Otten** and **Elaine Younger** for another term, and also appointed **Sonja Ackerman** to replace Beth Martin who resigned from the WVLS Board in November 2015.

WVLS PROJECTS

2016 Wild Wisconsin Winter Web Conference

The Wild Wisconsin Winter Web Conference (WWWC), a premier state-wide virtual conference developed by the Nicolet Federated Library System and supported by WVLS and 14 other library systems in Wisconsin, will be held **January 20-21, 2015**.

Eight, 60-minute web presentations focusing on public libraries will be given each day from speakers all over the country. Presentations are geared to have 45-50 minutes of material, and then time for Q & A. Attend what you want – one...four...or all 16! Because of the collaboration, all sessions are available at no cost to participants. For more information, and to register, visit www.wildwiscwinterweb.com

Public Library / System Annual Reports

Several WVLS staff are compiling data for member public libraries' 2015 annual reports. Additionally, an annual report information packet will be emailed to WVLS colleagues early next week.

A draft 2015 WVLS annual report has been completed and we are now waiting for DLT to release the online form for final input.

2015 WVLS Audit

WVLS was contacted by Krause, Howard and Company, Inc. in mid-December with a request for information to begin the 2015 WVLS audit. We will be working with them over the next several months to ensure the audit is ready to share with this Board in May.

Discovery Layer

WVLS met with the EBSCO Tech Support Team in early January to discuss the next steps for implementing the EBSCO Discovery Service (EDS). One of the representatives mentioned that WVLS was the first library/public library system in Wisconsin to sign on with EBSCO for their Discovery product. She also commented how impressed she was by all the information WVLS shared with V-Cat members to help them learn about and evaluate several discovery products; and complimented Inese Christman on the very thorough and thoughtful process used to select a

product. The representative further indicated she wished to share our process as a "Success" story with other libraries/systems investigating Discovery services, as an aid to help with thorough product evaluations. WVLS will be working closely with the EBSCO Tech Support Team to implement a soft rollout of the EDS in early May 2016.

Digitization Service

Following the WVLS ILEAD team's presentation on the WVLS Digitization Toolkit at the final ILEAD-Wisconsin conference last October, staff continues to build on the team's effort by drafting guidelines and templates to streamline the digitization process for libraries. Documents now in the toolkit include:

- Digitization in a Box Contributor Guidelines
- Online/Print Digitization Proposal
- Digitization Toolkit Request and Equipment Loan Agreement
- Metadata Style Manual
- Concise List of Required Metadata Elements
- Best Practices for File and Title Naming
- Scan-Day Deed of Gift and Description Form
- Digitization Toolkit Survey

Staff met with Owen Public Library Director, **Loralee Petersen** to begin creating a test file. The Digitization Toolkit was used to scan photos from a historic event and to create the proper metadata for testing. The next steps will be to identify server addresses and transfer the files to the cloud backup and shared IFLS/WVLS data center, and forward the metadata to Recollection Wisconsin.

The information learned from this test will be used to fine-tune the process. As WVLS staff and Owen work together, they will document the process to share via a proposed 2016 ARSL conference presentation.

WVLS is finalizing plans to offer three ResCarta digitization workshops on March 29, 30, and 31, 2016 at the Nicolet College in Rhinelander, Wausau or Merrill, and the Frances L. Simek Library in Medford respectively.

Mobile Wi-Fi Hotspot Project

WVLS is working with the Indianhead Federated Library System (IFLS) and several of our systems' libraries and school districts to experiment with mobile Wi-Fi hotspots. Mobile Wi-Fi hotspots are portable devices which can connect to cellular data networks, and make Internet or network connections available to devices which are able to connect to Wi-Fi (eg. personal mobile phones, iPads and other tablets, laptops, etc).

As of this report, three WVLS member libraries, which were identified to have 4G cellular data coverage in their areas, have expressed a strong interest in participating, and the vendor is working to identify IFLS member libraries with 4G coverage in their areas. WVLS and IFLS will work to garner interest from IFLS libraries once that identification is complete. Also, in Taylor County, the Medford School District is interested in working in partnership with the Gilman and Rib Lake School Districts as well as the library system and libraries in Taylor County to pilot mobile Wi-Fi hotspots on buses.

A pilot project plan is in development, with 50 devices secured by WVLS and IFLS for use, each including one free month of unlimited data service provided by the vendor to help enable the pilot. The major focuses of this plan are to put these devices in circulation from public libraries, to enable public libraries to leverage these devices for community outreach programs and remote access to library and system networks by staff, and to facilitate a collaborative project between the library systems and one or more of the school districts in Taylor County.

VENDOR-SORT COURIER PROJECT

In November 2015 member public libraries were asked to share their views about the vendor-sort opportunity WVLS would like to implement. A few expressed concerns over the condition of materials should the vendor, rather than member library staff, do the sorting. Another commented that it might be constructive to learn more details about the procedures employed by the other 15 systems currently using the vendor-sort option. Thinking this information might be helpful to the implementation of the vendor-sort process, WVLS is now gathering specifics from the other systems to create a synopsis to share with member libraries and the WVLS Board of Trustees.

PEOPLE / LIBRARIES / SYSTEMS IN THE NEWS

LEADERSHIP CHANGES IN MEMBER PUBLIC LIBRARIES

There will be new directors in three Clark County public libraries in 2016:

- A new director will be starting at the Neillsville Public Library on Monday, January 18. While WVLS has not yet learned the name of the new hire, this person replaces former director **Jo Ann Gustavson**, who resigned in mid-November.
- **Ellen Siverling**, Loyal Public Library Director, announced her resignation effective January 1, and the library board is now undergoing a search for her replacement.
- Earlier this week, the director of the Abbotsford Public Library, **Erica Grunseth**, announced her last day on the job will be February 19. She has accepted a position at the UW-Green Bay Library.

COLBY PUBLIC LIBRARY BUILDING PROJECT RECEIVES BIG DONATION!

An announcement was made at a January 5, 2016 meeting of the Colby Common Council that an anonymous \$50,000 donation was received for the purpose of planning, designing and building a new library, and that an additional \$450,000 would be given to the project if the library was in a new facility rather than building an addition onto the current site.

The Council also voted to match the individual's donation with city funding and to hire SEH Inc. to apply for a Community Development Block Grant for additional library funding. The Council's next step will be to form a committee to explore library site options. (Edited from *Tribune-Phonograph*; January 6, 2016)

UPCOMING EVENTS

- January 19 – WPLC Analytics Workgroup GotoToMeeting
- **January 20-21 – WVLS co-sponsored 2016 Wild Wisconsin Winter Web Conference**
- January 21 – V-Cat Bib Committee meeting – WVLS office
- February 4 – WVLS V-Cat Council Meeting - MCPL
- **February 9 – WLA's Library Legislative Day – Madison**
- **February 24 – WVLS Workshop with Pat Wagner**
- February 25 – WPLC Steering Committee meeting - online
- February 29 – Deadline to submit system/public library annual reports to DLT
- **March 29-31 – WVLS-sponsored ResCarta Training** – Rhinelander, Wausau and Medford

Happy New Year!

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