



V-Cat Steering Committee Meeting Minutes

Thursday, March 18, 2021

10:00 am - 12:00pm

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

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

Meeting was Called to Order at 10:02 a.m. by Chairperson, Thomas Bobrofsky

Members Present: T. Bobrofsky, E. Grunseth, P. Pechura, D. Frandrup, L. Giordano, P. O'Connell, S. Stevens, M. Sepnafski, K. Zimmermann, K. Metzke (arrived at 10:25).

Members Absent: P. Knuth, S. Schmidt

Others Present: J. Klingbeil

1. Action: Approval of Agenda

Moved: L. Giordano Seconded: S. Stevens **Carried**

2. Action: Approval of Previous Meeting Minutes (Chairperson)

Moved: P. O'Connell Seconded: E. Grunseth **Carried**

3. V-Cat Projects and Planning Summary

a. Report: Projects and Strategic Planning

K. Zimmermann reported on projects and priorities for 2021 and 2022:

- Implement dual voting model as outlined in revised V-Cat Bylaws
- Strive towards a consistent borrowing experience for library users across the system.
- Select a Discovery Layer product that meets the needs of library users as expressed in library staff responses and library user survey
- Ongoing database maintenance
- Evaluation of V-Cat administration and support
- ILS Evaluation and review
- Continue to collaborate with ILS Administrators from other library systems using Sierra
- Take steps to refine and automate ILS data collection
- Provide scheduled and on-demand training
- Continue to work toward sufficient local funding of V-Cat

4. V-Cat Budget

a. Recommendation: 2022 V-Cat Budget Draft (Katie Zimmermann)

K. Zimmermann presented proposed budget allocations for 2022, and calculations of V-Cat Shares for V-Cat member libraries. She outlined funding options for potential discovery layer products and

indicated that the tentative plan is to implement a discovery layer in late 2021 or early 2022 depending on the actions of the V-Cat Council.

i. Discussion & Action: Present 2022 Budget to V-Cat Council (Chairperson)

S. Stevens asked for more detailed information about the 2021 V-Cat Rebate. Zimmermann indicated that checks will not be issued to libraries for the rebate amount. The rebate amount will be noted on libraries' 2021 invoices for V-Cat Maintenance and libraries will be responsible for the balance of the share minus the rebate amount. Zimmermann also reviewed the source of the rebate – unspent funds from 2019 originally allocated for cataloging utility.

S. Stevens made a motion to accept the 2022 V-Cat Budget as proposed and send it on to the V-Cat Council for approval.

Moved: S. Stevens Seconded: P. Pechura **Carried**

5. Request for items to include on the next meeting agenda

No items were suggested for the next meeting.

6. Upcoming Meetings (Katie Zimmermann)

- a. March 20, 2021 - WVLS Board of Trustees
- b. April 1, 2021 - V-Cat Council
- c. May 15, 2021 - WVLS Board of Trustees
- d. V-Cat Steering Committee (not yet scheduled)

7. Action: Adjournment

Moved: E. Grunseth Second: P. Pechura **Carried**

Meeting adjourned at 10:34 a.m.

Minutes prepared and submitted by K. Zimmermann