

V-Cat ILS Evaluation and Review Committee

Meeting Notes for Thursday, September 8, 2022

This meeting was held in the WVLS office and remotely via GoToMeeting.

1. Call to Order

The meeting was called to order by Chair A. Johnson at 9:32 a.m.

2. Roll Call

Committee members present (those marked with an * attended remotely.): A. Polinski* (Rhineland), M. Pregler* (Antigo), E. Brewster (Three Lakes), H. O'Hare* (Tomahawk)(arriving at 9:39), K. Heiting* (Granton), A. Johnson (MCPL)*, C. Luebbe (MCPL), R. Metzler* (WVLS), K. Zimmermann (WVLS).

Others present (those marked with an * attended remotely.): J. Johnson (NWLS), G. Rae (NWLS)

3. Approval of Agenda

E. Brewster moved to approve the agenda, seconded by M. Pregler. Motion carried.

4. Roll call vote to convene into closed session for Vendor Responses to Request for Information pursuant to WI Statutes Section 19.85(1)(e)

K. Heiting moved to Convene into Closed Session for Vendor Responses to Request for Information pursuant to WI Statutes Section 19.85(1)(e), seconded by E. Brewster. Roll Call vote was unanimous. Motion carried.

5. Reconvene into open session

E. Brewster moved to reconvene into open session, seconded by M. Pregler. Meeting reconvened in open session.

6. Possible selection of vendors to invite for demonstrations

E. Brewster moved to invite representatives from Sierra, Koha and Carl to demonstrate their products, seconded by M. Pregler. Roll call vote was unanimous. Motion carried.

7. Call for Questions for ILS Demonstrations

A. Johnson called for questions for ILS demonstrations. K. Zimmermann offered suggestions on how to divide the demonstrations into modules to allow more people to attend sections of interest. Discussion followed about what could be included in each module.

8. Discussion of ILS Evaluation Procedure

The committee discussed the length and format of demonstrations, as well as options for gathering feedback from demo attendees. The consensus was to offer online/virtual demonstrations that could be recorded and shared with member libraries. WVLS may host

virtual sessions so that member library staff may attend virtual sessions from the WVLS office if desired.

The committee selected possible dates for demonstrations:

- October 24-25
- November 7-11 or November 14-18
- November 28-Dec 2
- December 12 – 16

Scoring examples from MCFLS, NWLS, and V-Cat (2011) were reviewed. A discussion followed, and the committee settled on gathering both a numeric rating as well as a yes/no answer to whether an individual would recommend the product. Committee members also noted that it was important to leave room for open ended responses. It was noted that the committee would like to keep the process more simplified than the MCFLS model.

The committee briefly discussed weighting scored for different aspects of the ILS based on importance.

9. Request for Future Agenda Items

A. Johnson noted that future agenda items would include finer details of demonstrations and evaluation procedures.

10. Set Next Meeting Date

Thursday, September 22, 9:30 a.m.

11. Adjournment

H. O'Hare moved to adjourn, seconded by C. Luebbe. Motion carried. Meeting adjourned at 11:25.

K. Heiting and K. Zimmermann, Recorders