

# Memorandum of Understanding

This is a Memorandum of Understanding (MOU) between collaborating parties: Wisconsin Valley Library Service, located at 300 North 1<sup>st</sup> Street, Wausau, Wisconsin 54403 hereinafter referred to as WVLS, and Northern Waters Library Service located at 3200 East Lake Shore Drive, Ashland, Wisconsin 54806 hereinafter referred to as NWLS.

**Purpose:** WVLS and NWLS agree to engage in a comprehensive joint consortium exploration project to determine the value and feasibility of a merger between our two Integrated Library Systems implementations and respective ILS consortia.

This MOU is established between WVLS and NWLS to help each other accomplish mutually beneficial objectives (of submitted LSTA 2022 Improved Discovery Solutions Joint ILS Consortium Exploration Project grant):

- Identify concerns and barriers taking into account lessons learned from the collaboration attempt in 2014 known as Project WIN
- Identify benefits of a merged integrated library system
- Identify conditions that make a merged ILS desirable
- Project fiscal realities of a merged ILS system for initial migration and into the future
- Establish cultural groundwork, address concerns from member libraries and their boards, and establish communication pathways between consultants, exploration team members, and member libraries
- Craft policies and governance structure for cohesive membership and management
- Determine joint consortium budget projections and calculation method for membership shares
- Establish timeline for migration including implementation plan, logistics, and steps needed for a unified ILS

In consideration of the above premises, the parties agree as follows:

Both parties shall:

1. Work cooperatively to establish an exploration team
2. Follow a mutually determined communication plan
3. Both parties will have access to relevant internal documents
4. Encourage member libraries to participate in surveys and focus groups
5. Both parties will share all relevant fiscal reports

WVLS shall:

1. Serve as fiscal agent for the purposes of LSTA grant funding management

We, the undersigned, have agreed on the contents of this MOU. Any changes must be agreed to by both parties.

**Wisconsin Valley Library Service**

Signed Maria Depnalski  
Title Director

Date 10/20/2022

**Northern Waters Library Service**

Signed Sherry Machones  
Title Director

Date 10/24/22