



# V-Cat Council Meeting

Thursday, April 6, 2023

9:30am – 12:00pm

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

*This meeting will be held at the WVLS office. Council members should contact Katie Zimmermann at [ils.admin@wvls.org](mailto:ils.admin@wvls.org) by Tuesday, April 4 to confirm attendance online or in person.*

*Following the meeting, in person attendees are welcome to gather for lunch. No business will be conducted, and no official actions will be taken during this time.*

**Audio tests and Conversation – 9:15 am**

## Meeting Agenda

**Call to Order – 9:30am** (Chair, Peggy O'Connell)

1. **Roll Call** (ILS Administrator, Katie Zimmermann)
2. **Consent Agenda** (Chair)
  - a. Review Consent Agenda Items
    - i. Approval of Agenda
    - ii. Approval of Previous Meeting Minutes: February 2023
  - b. **Action:** Approval of Consent Agenda  
(Note: This can be done with one motion for both the agenda and minutes together.)
3. **Financial Reports**
  - a. **Report:** Review of Financial Reports for January - February 2023 (ILS Administrator)
  - b. **Action:** Acceptance of Financial Reports (Chair)
4. **Committees**
  - a. **Bibliographic and Interface Committee** (Committee Chair, Chris Luebbe)
    - i. **Report**
  - b. **Cooperative Circulation Committee** (Committee Co-Chairs, Jenny Jochimsen & Virginia Roberts)
    - i. **Report**
    - ii. **Recommendation:** Update to Billable Noted Missing Pieces Form
    - iii. **Action:** Approve Update to Billable Noted Missing Pieces Form
    - iv. **Recommendation:** Update to High Demand Items Recommendation and Overrides Recommendation.
    - v. **Action:** Approve Update to High Demand Items Recommendation and Overrides Recommendation.
    - vi. **Proposed V-Cat Library Card Application Form**

- c. **ILS Evaluation and Review Committee** (Committee member, Chris Luebbe)
      - i. **Report**
- 5. **WVLS V-Cat Steering Committee** (ILS Administrator)
  - a. **Report**
  - b. **Proposed 2024 V-Cat Budget**

**Break – 15 minutes**

- 6. **NICE (Northern Wisconsin ILS Consortium Exploration) Project Report** (ILS Administrator)
- 7. **V-Cat Top 10 Accomplishments of 2022** (ILS Administrator & ILS Support Specialist, Rachel Metzler)
- 8. **Report of the ILS Admin** (ILS Administrator)
  - a. **Report**
  - b. **Recommendation:** Seek Legal Counsel for Library Card Application and Patron Record Questions
  - c. **Action:** Approve the Use of Special Project Funds for Legal Counsel
- 9. **V-Cat Training Report** (ILS Administrator and ILS Support Specialist)
- 10. **Report of ILS Support Specialist** (ILS Support Specialist)
- 11. **Other V-Cat Topics** (V-Cat Council Representatives)
- 12. **Recommendation Review** – Topic TBD (ILS Administrator)
- 13. **Aspen Appetizer** – Topic TBD (ILS Administrator and ILS Support Specialist)
- 14. **Sierra Snack** – Topic TBD (ILS Administrator and ILS Support Specialist)
- 15. **Request for items to include on the next meeting agenda** (Chair)
- 16. **Upcoming Meetings** (Chair)
- 17. **Action:** Adjournment (Chair)

## Remote Meeting Connection Information

**Remote Meeting Link:**

<https://us02web.zoom.us/j/89878454979?pwd=QW9qbzBnVWNFRU5MNGN3eFFCb2dudz09>

**Meeting ID:** 898 7845 4979

**Meeting Passcode:** QErp7tgE

**Dial in:** +1 312 626 6799 or +1 646 931 3860

In the event of technical difficulties, remote meeting arrangements may change. Council members are asked to check their email for an updated meeting link. Attendees may also call 715-261-7250 for updated information.

This agenda has been sent to the official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida, and Taylor counties.

**Council members should contact Katie Zimmermann at [ils.admin@wvls.org](mailto:ils.admin@wvls.org) by the end of the day on Tuesday, April 4 to confirm attendance online or in person.** Proxy assignment notifications must be made prior to the start of the meeting. To ensure notifications are documented and noted, please make an effort to submit by email to both Katie Zimmermann ([ils.admin@wvls.org](mailto:ils.admin@wvls.org)) and Peggy O'Connell ([director@minocqualibrary.org](mailto:director@minocqualibrary.org)) by the end of day Wednesday, April 5, 2023.

Any person planning to attend this meeting who needs special accommodations in order to participate, including toll-free access, should notify the WVLS office at [help@librarieswin.org](mailto:help@librarieswin.org)