



V-Cat Council Meeting

Thursday, February 1, 2024

9:30am – 12:00pm

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

This meeting will be held at the WVLS office. Remote meeting connection information is available below. Council members should contact Katie Zimmermann at ils.admin@wvls.org by Tuesday, January 30 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. **Report:** V-Cat Weighted Votes for 2024 (ILS Administrator, Katie Zimmermann)
3. **Consent Agenda** (Chair)
 - a. Review Consent Agenda Items
 - i. Approval of Agenda
 - ii. Approval of Previous Meeting Minutes: November 2023
 - b. **Action:** Approval of Consent Agenda
(Note: This can be done with one motion for both the agenda and minutes together.)
4. **Financial Reports**
 - a. **Report:** Review of Financial Reports for October-December 2023 (ILS Administrator)
 - b. **Action:** Acceptance of Financial Reports (Chair)
 - c. **Report:** 2023 Ecommerce (ILS Support Specialist, Rachel Metzler)
 - d. **Report:** Revised 2024 Appropriations Plan (ILS Administrator)
 - e. **Action:** Acceptance of Revised 2024 Appropriations Plan (Chair)

5. Committees

- a. **V-Cat Nominating Committee** (Chair)
 - i. **Action:** Appointment of Nominating Committee for 2024 V-Cat Chair Elect (Chair)
- b. **Bibliographic and Interface Committee** (Committee Chair, Chris Luebbe)
 - i. **Report**
 - ii. **Report:** Sky River
- c. **Cooperative Circulation Committee** (Committee Co-Chair, Virginia Roberts)
 - i. **Report**

6. Library Card Application and Patron Record Guidelines

- a. **Recommendation:** Updated Library Card Application and Patron Record Guidelines
- b. **Action:** Acceptance of Updated Library Card Application and Patron Record Guidelines (Chair)

Break – 15 minutes (Time to socialize while the Nominating Committee meets)

(V-Cat Nominating Committee Meeting during the break – link to be shared as needed)

- 7. **Action:** Election of the 2024 V-Cat Chair Elect / 2025 V-Cat Chair (Chair)
- 8. **NICE (Northern Wisconsin ILS Consortium Exploration) Project Report** (ILS Administrator)
 - a. **Report**
 - b. **ILS Vendor Selection Recommendation**
 - c. **Delivery Recommendation**
- 9. **Report of the ILS Admin** (ILS Administrator)
 - a. **Report**
- 10. **V-Cat Training Report** (ILS Administrator and ILS Support Specialist)
 - a. **Spring 2024 V-Cat Training Schedule**
- 11. **Report of ILS Support Specialist** (ILS Support Specialist, Rachel Metzler)
 - a. **V-Cat Database Maintenance Report**
 - b. **V-Cat Cataloging Report**
 - c. **LSTA Cooperative Cataloging Grant Report**

12. Request for items to include on the next meeting agenda (Chair)

13. Aspen Appetizer – Browse categories for new items (ILS Administrator and ILS Support Specialist)

14. Shoutbomb Snack – Broadcast keyword feature

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/81426916554?pwd=SEVjNFU5YitRSjFkQUdWM3hwcm50QT09>

Dial in: 312 626 6799

Meeting ID: 814 2691 6554

Access Code: 84016822

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

If you are unable to attend this meeting, please notify Katie Zimmermann by email: ils.admin@wvls.org **by the end of day Wednesday, January 31, 2023.** Proxy assignment notifications must be made prior to the start of the meeting but to ensure notifications are expressly documented and noted, please make best effort to submit by email to both Katie Zimmermann (ils.admin@wvls.org) and Jenny Jochimsen (director@abbotsford.lib.wi.us) **by the end of day Wednesday, January 31, 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 by emailing cio@wvls.org