



August 1, 2024

TO: WVLS Library Advisory Committee members

FROM: Jamie Matczak

RE: Library Advisory Committee meeting

CALL TO MEETING

The WVLS Library Advisory Committee meeting will be held at 9:30 AM on Thursday, August 15, 2024 in the WVLS Office, lower level, Marathon County Public Library, 300 N. First St., Wausau, WI.

AGENDA

- | | |
|----------|--|
| 9:00 AM | Refreshments and conversation |
| 9:30 AM | Call to order
Roll Call
Agenda Revisions
Approval of the minutes of the April 25, 2024 meeting
Introduction of Members

Round Table Discussion on Challenged Materials |
| 10:15 AM | Draft 2025 WVLS System Plan and Budget |
| 10:45 AM | Break |
| 11:00 AM | Continue Plan and Budget Discussion |
| 11:30 AM | 2026 Technology Planning Guide Draft |
| 11:45 AM | WVLS Services Update

Select April 2025 Meeting Date |
| 12 PM | Adjournment |

Your attendance at this meeting is important. Zoom® is available as an option for attendance. Contact Jamie no later than 12 pm on Monday, August 12 if you wish to participate in this meeting via online. Any person requiring special accommodation planning to attend should notify the WVLS office at 715-261-7250. This agenda has been sent to the official newspapers in Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor counties.

**WVLS Library Advisory Committee
August 15, 2024 – WVLS Office**

CALL TO ORDER: President Katie Aldrich called the meeting to order at 9:30 a.m.

Members Present: Leah Giordano, Katie Aldrich, Julie Beloungy, Virginia Woods Roberts, Carla Huston, Kay Heiting, Laurie Ollhoff, Amber Brill, Tammie Blomberg, Felicia Albrecht, Jill Roth

Members Absent: Vicki Calmes, Toni Edge, Cori Soukup

WVLS Staff Present: Marla Sepnafski, Joshua Klingbeil, Rachel Metzler, Erica Brewster, Kristie Hauer, Brenda Walenton, Sherry Anderson and Jamie Matczak

ROLL CALL AND INTRODUCTIONS: Roll call was taken. A quorum was declared present.

AGENDA REVISIONS: No revisions were made.

AGENDA: ROBERTS/OLLHOFF MOTION to approve agenda. All aye. Motion carried.

MINUTES: OLLHOFF/ROBERTS MOTION to approve the minutes of the April 23, 2024 meeting as presented. All aye. Motion carried.

Jill Roth joined the meeting at 9:40 a.m.

INTRODUCTION AND ROUND TABLE DISCUSSION ON MATERIALS CHALLENGES

Committee members were invited to introduce themselves. Hauer led a discussion on materials challenges in libraries. Questions for the discussion were emailed to the committee ahead of time.

Part of the discussion focused on reconsideration policies and what libraries can have in place:

- Person asking for reconsideration of material must be a card holder/registered user/resident.
- Costs to the person challenging library materials may be involved if there are printing/copying/other expenses.
- Require people involved in a reconsideration process to read/view/listen to the library material in its entirety
- A request for reconsideration must come from an individual, not from a group.
- Establish a timeframe for reconsideration process with the caveat that the library can manage only one title at a time
- The public library director will be the initial point of contact and send a written response to the person asking for a reconsideration of library material.
- No double-jeopardy. Once an item has been challenged, establish a requirement that it cannot be re-challenged for a second time (time-limited, 1 year, 5 years)

Some of the discussion focused on the challenging process and why it's important to allow it so patrons understand library practices. Libraries do remove materials for weeding purposes if the material is inaccurate, outdated or poorly presented. Committee members also discussed ways in which they take care of themselves when challenges have occurred and how they have trained their staff to respond. It was noted that one library uses "statement of concern" instead of "request for consideration."

DRAFT 2025 WVLS SYSTEM PLAN AND BUDGET:

Matczak moderated a review of the Draft 2025 WVLS System Plan with staff members reporting changes in the plan for which they have primary oversight and responsibility for execution.

Walenton and Sepnafski walked LAC members through the proposed 2025 budget documents supporting previously discussed system plan activities.

It was noted that the draft plan and budget support:

- A 10% increase in courier costs, and a fourth courier stop a week for two locations
- Continuing the WVLS-sort and re-binning of items flowing through the courier, a process that was implemented in June of this year
- Staff development days for MCPL, and Merrill and Tomahawk libraries
- Plans for a NEW one-day mini conference for area library staff in the Spring 2026
- Offers a new database, Gale Presents Udemy, to member libraries and their users (This new database replaces the Gale Courses database that WVLS dropped last year due to low usage.)
- Increases the MCPL collection development grant from \$11,000 to \$12,000
- Increases the summer library program performer grant that is offered to all member library locations from \$300 to \$350
- Increases the number of libraries able to participate in the WVLS Math Adventure Grant program from 3 to 5
- Launches a system-wide Passport Challenge program on behalf of member libraries
- Allows for an internship opportunity for website design, support, and management within the LEANWI website service (target spring or summer semester 2025)
- Includes a 10% increase for health insurance, step increases for staff where they may be appropriate, and a slight increase to what WVLS pays into staff members' retirement.
- Supports further collaboration with other systems in such areas as technology support, website support services, digitization support, continuing education, staff training, public services support, consulting, and marketing

The draft plan and budget do not support:

- A cost-of-living adjustment for staff. WVLS waits to learn what other systems plan to offer in the new year and then offers a recommendation to the WVLS Board early in the new year.
- Costly new initiatives. Allocating significant state aid to new initiatives is problematic as we don't know how the legislature will support systems in the next biennium.

No changes to the draft plan and budget were recommended by LAC members.

OLLHOFF/BLOMBERG MOTION to recommend approval of the draft 2025 WVLS System Plan to the WVLS Board of Trustees. All aye. Motion carried.

OLLHOFF/BELONGY MOTION to recommend approval of the draft 2025 WVLS Budget to the WVLS Board of Trustees. All aye. Motion carried.

2026 TECHNOLOGY PLANNING GUIDE DRAFT

Klingbeil highlighted the plan for WVLS member libraries for 2026. No changes to the draft were recommended by committee members.

ROBERTS/OLLHOFF MOTION to recommend approval of the 2026 Technology Planning Guide Draft to the WVLS Board of Trustees. All aye. Motion carried.

WVLS SERVICE UPDATES

Scholarships and Grant Projects

WLA 2024 Conference (Matczak)

WVLS will be awarding scholarships for member libraries and trustees to attend the Wisconsin Library

Association (WLA) Annual Conference in Green Bay from November 5-8. Watch for more information in Monday Mentions.

2024-2025 LSTA: (Klingbeil)

- \$77,028 was awarded in aggregate to the LEANWI Partners under the newly named LSTA Core Services channel. \$10,784 of this is already committed to the continuation support for Kajeet Hotspots through the end of 2024.
- \$49,200 is designated within the LEANWI 2025 proposed budget plan to support LEANWI tenancy for rack 1, through WiscNet, at the Chippewa Valley Technical College (CVTC) Regional DataCenter (RDC), to support a potentially significant increase above planned 5-year Faronics licensing renewal expenses, and to offset Pharos and Splashtop licensing/subscription expenses. Approximately \$17,043 remains undesignated in the budget.

Cybersecurity Pilot Program: (Klingbeil)

The LEANWI partnership is reviewing the federal [Cybersecurity Pilot Program](#) (CPP), available to schools and libraries that meet the E-Rate program's eligibility requirements. This pilot "...will evaluate the effectiveness of using Universal Service funding to support cybersecurity services and equipment to protect school and library broadband networks and data in order to determine whether to fund them on a permanent basis." Questions remain regarding applicability of Children's Internet Protection Act (CIPA) certification, required for certain use of federal funding support through the E-Rate and LSTA programs, and whether individual libraries should apply for specific needs, or if public library systems should partner.

Continuing Education (Maczak)

Wisconsin Trustee Training Week

August 19-23. [One webinar each day at 12 p.m.](#) Trustees from local library, county and public library system boards, as well as library staff, are welcome to attend.

- Monday, August 19: [Everything You Want to Know About Book Challenges...and a Bit You Probably Don't](#)
- Tuesday, August 20: [Wisconsin Library Law](#)
- Wednesday, August 21: [Making Each Other Look Good: The Library Board and the Library Director](#)
- Thursday, August 22: [Organization and Governance Best Practices for Boards](#)
- Friday, August 23: [Robert's Rules Refresher](#)

Tech Days 2024 Online

[Webinar series](#) scheduled for September 17-18; four ninety-minute sessions will take place over two days.

- Tuesday, September 17, 10 -11:30 a.m. - [From Basics to Breakthroughs: AI Strategies for Library](#)
- Tuesday, September 17, 1 - 2:30 p.m. - [Navigating Artificial Intelligence Through a Public Librarian's Lens](#)
- Wednesday, September 18, 10 -11:30 a.m. - [Virtual Reality for Career Readiness](#)
- Wednesday, September 18, 1 - 2:30 p.m. - [Trends in Emerging Tech with Laura Solomon](#)

Training (Maczak)

WVLS continues to produce Digital Bytes once a month. All current and future Digital Bytes can be [viewed on the WVLS webpage](#). Topic ideas are always welcome.

Inclusive Services (Anderson)

Thanks to LSTA funding through the Institute of Museum and Library Services, the Wisconsin Libraries Talk About Race project will continue. With planning from a group of Wisconsin consultants, chaired by Sherry Anderson, the project offers a series of facilitator-led webinars, workshops, and mini-grants to support diversity, equity, and inclusion (DEI) efforts in libraries and communities.

- “Navigating the Terrain of Change with Dr. Alonzo Kelly” was a workshop held on May 9 in Wisconsin Dells, and an online presentation was held on June 10. Participants experienced critical thinking, personal reflection, and group discussions.
- [2024 DEI Consultant Funding Opportunity](#): This is a unique funding opportunity (up to \$1,000) that supports hiring a specialized DEI Consultant to help libraries accomplish its desired DEI goals. Applications will be accepted quarterly – Q1: June 1-30, 2024; Q2: September 1-30, 2024; Q3: Dec 1-31, 2024; Q4: March 1-31, 2025. Six libraries and one library system applied during the first quarter.
- [BIPOC Unconference](#): This will take place in Spring 2025. An “unconference” is a learning, sharing, and networking opportunity similar to a conference. Calls recently went out for people to serve on the advisory committee.

Youth & Adult Services

WVLS ALSC National Institute Scholarship (Hauer)

WVLS has awarded a \$2100 scholarship to Krista Blomberg at Rib Lake Public Library to attend the 2024 Association for Library Service to Children (ALSC) National Institute. The Institute will take place September 19-21 in Denver, Colorado. The biennial conference is for those serving children and families in libraries. The scholarship can be applied to travel expenses such as institute registration, air and ground transportation, and conference lodging.

YSIE Get-Togethers (Hauer)

The next YSIE (Youth Services Information Exchange) will be held virtually on September 10 from 1 - 2 p.m. YSIEs are informal grassroots gatherings of library staff who serve youth. These discussions are important to resource- and information-sharing as well as brainstorming. Three YSIEs have occurred so far in 2024. Discussions focused on STREAM programming and activities, self-directed activities, all ages programming, and collection organization.

Annual WVLS Youth Services Workshop (Hauer)

This year’s annual youth services workshop is scheduled for October 2 from 9 a.m. to 3 p.m. at the TB Scott Free Library in Merrill. Pam Corcoran will conduct a puppet workshop demonstrating how to use puppets and how to incorporate them into programming. Staff from The Reading League will lead a session on how public libraries can support school libraries on science-based reading.

Listening Sessions (Hauer)

The second 2024 WVLS Listening Session for 2024 will take place on September 23 at Frances L. Simek Memorial Library in Medford. The sessions are open to WVLS library directors or a proxy. Listening sessions are unique opportunities for participants to share their stories, voice challenges and vet solutions, and brainstorm potential collaborations and opportunities.

WVLS Databases (Metzler)

[Gale Presents: Udemy](#) is now available to all WVLS member library patrons. With Gale Presents: Udemy, patrons can connect to thousands of video-based courses in business, technology, leadership, and personal development—and more than 15,000 courses are taught by instructors in their native language. This top collection, curated from 210,000+ courses from Udemy.com and powered by

Udemy Business, gives users access to relevant skills training, helping them achieve success at work and in life. [This resource](#) replaces Gale Courses.

ILS/V-Cat Projects

V-Cat Update (Zimmermann)

- The [2025 V-Cat Budget](#) was reviewed and was passed by the Council at its June meeting.
- The V-Cat Bibliographic and Interface Committee met on Tuesday, August 6 to discuss cataloging practices and procedures, and updates about Aspen Discovery.
- The V-Cat Cooperative Circulation Committee met on Friday, June 12 and discussed draft guidelines for Book Clubs, Teacher/Institutional Library Card Applications, and Short Term/Temporary Library Card Applications.
- [Fall V-Cat Training sessions](#) are scheduled, and a survey has been shared with V-Cat member libraries to identify interest areas to determine training topics for sessions in November 2024 and Spring 2025.

Northern Wisconsin ILS Consortium Exploration (NICE) Project Update (Zimmermann)

The Northern Wisconsin ILS Consortium Exploration (NICE) Project recommendations were finalized in May. V-Cat Council members had the opportunity to discuss the new and updated recommendations and additional documents including [Information about NWLS and WVLS registered borrowers, extended service population, library collections, and circulation](#). A preliminary [draft of NICE budget information](#) was also shared at the June 6 meeting.

Library staff and directors were invited to participate in a NICE Town Hall on Tuesday, June 11. All library staff were invited to share questions and feedback through the NICE Project Feedback Form. Responses to questions and comments were shared with individuals and on the NICE Project FAQs page, with significant updates in June.

A full NICE report and additional documents were shared with V-Cat members in June.

- [NICE Key Takeaways](#) and [Report](#) June 2024
- [NICE Why Merge?](#) June 2024
- [NICE Benefits and Common Questions](#)
- [V-Cat NICE 2025 DRAFT Budget Estimates](#)

In July, the WVLS Board of Trustees President, Tom Bobrofsky, received a [Letter from Wisconsin Department of Instruction](#) about the NICE Project, which was shared with V-Cat member libraries.

At the August 1 V-Cat meeting, the NICE documents were reviewed, and council members were invited to ask questions. A brief update was shared about the Northern Waters Library Network and Northern Waters Board of Trustees Meetings. On July 18, the directors of the Northern Waters Library Network (NWLN) discussed the NICE Project Recommendations and Report. After much discussion, the directors voted against merging the ILS with V-Cat. At their July 20 meeting, the NWLS Board of Trustees voted to uphold the NWLN recommendation against merging the ILS. A vote about the NICE project was tabled until the September 5 V-Cat Council meeting.

Follow-up conversations and processing information will continue. More information will be available at the September V-Cat Council and Board of Trustees meetings. WVLS and NWLS staff will continue to collaborate and plan future discussions about potential ILS mergers.

Websites (Brewster)

- Developing and designing new websites continues within the libraries in LEANWI and in the Winding Rivers Library System.
- Winding Rivers Library System has purchased “Vega Programs” for their ILS member libraries which integrate online calendars and booking tools into the discovery layer and ILS functions. LEANWI website services is working with WRLS libraries using Vega Programs to add calendar and room booking links as appropriate to its websites.
- The new centrally managed Online Resources page for the four library systems was rolled out in July, with deployment for IFLS, NWLS, and WVLS libraries complete.
- New resources are being added and several training sessions were provided on the project. More generalized training for promoting the use of this page with all library staff and the public will continue in the near future.

Data (Brewster)

- The [2023 Statistics Booklet](#) was published and sent to all member libraries. In addition, infographics were created for the seven WVLS counties for use with county library boards and county boards during budget season.
- WVLS will host a 2024 Public Library Annual Report training in December.
- Questions for data advocacy in preparation for the 2025 budget, general planning, or assistance in interpreting the 2023 stats booklet can be sent to ebrewster@wvls.org.

Technology (Brewster)

- New equipment (computers, monitors, barcode scanners, receipt printers) continues to be deployed to member libraries. Equipment has been ordered for 13 libraries in 2024, replacing 58 computers. 106 computers not running Windows 11 need to be updated before October 2025.
- Princh print management and Pharos computer timing software is being tested on 10 computers at MCPL-Wausau, with plans to deploy to all MCPL branches by the end of the year.

Technology Support (Klingbeil)

- Last fall, LEANWI partners began exploring a relationship with a new Microsoft Licensing vendor to better understand program renewal and new procurement options. LEANWI has worked with the current MS licensing vendor to renew existing licensing for another 36-month period. Before attempting to procure new licensing, LEANWI will review its vendor relationship again and will continue to investigate and prepare for the inevitable program migration.
- At the WPLC Technology Community of Practice meeting in mid-June, participants discussed challenges with large-scale email sending (namely from ILS applications for patron notices) related to recent mass-email related security initiatives by global providers Google and Yahoo. The LEANWI Partnership began reviewing Faronics Deep Freeze licensing in April because its five-year maintenance term with Faronics expires in November 2025. LEANWI would like to have time to review alternative options and potentially migrate away from Faronics Deep Freeze if cost increases prove prohibitive.
- South Central Library System (SCLS) colleagues, hosting partners with the LEANWI partnership for collocated Backup and Digital Archiving appliances and services, began the quoting process with Dell in July to renew maintenance for a final period mid 2025 – mid 2026. Under the governance of WPLS, efforts will begin to investigate and prepare for the next lifecycle(s) of these two multi-system collaborations.

- The TEACH division of the Wisconsin Department of Administration (DOA) has a new contract for statewide networking. The previous network and services, labeled “BadgerNet Service,” is still in the process of being replaced by a new network, labeled “TEACH Network Service.” AT&T will continue to be the Managed Service Provider (MSP) for the statewide networking fabric for schools and libraries.
- TEACH has announced an increase of all public libraries to 100 GB internet speeds, regardless of size of service population. This will impact a majority of WVLS libraries who are still on 50 GB circuits. Migrations for 20 WVLS library sites need to be scheduled.

SELECT APRIL 2025 MEETING DATE: Matczak requested to defer selecting the April 2025 meeting date because the 2025 LAC President was absent. In early 2025, Matczak will notify the committee of the April meeting date.

ADJOURNMENT: OLLHOFF/ROBERTS MOTION to adjourn. Meeting adjourned at 11:59 a.m.

Respectfully submitted by Jamie Matczak