



V-Cat Council Meeting

Thursday, November 14, 2024

9:30am – 12:00pm

Wisconsin Valley Library Service

300 North 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, November 12, to confirm attendance online or in person.

Pursuant to Wis. Stats. 19.84(2) and 19.84(3), notice of the following events are hereby given to the public

A quorum of the V-Cat Council may be attending the Wisconsin Library Association Annual Conference November, 5-8 2024 at the KI Center in Green Bay, WI. Council members and WVLS staff will travel to the conference and participate in continuing education sessions and social functions. No V-Cat business will be conducted, and no official actions will be taken during the conference nor during the trips to/from this event.

A quorum of V-Cat Council attendees may be attending a V-Cat 25th anniversary celebration and lunch following the November 14 meeting. No business will be conducted, and no official actions will be taken during this time.

Audio tests and Conversation – 9:15 am

Meeting Agenda

1. Call to Order – 9:30am (Chair, Janay Ziebell)
2. Roll Call (ILS Administrator, Katie Zimmermann)
3. Meeting Reminders (Chair)
4. Consent Agenda
 - a. **Review:** Consent Agenda Items (Chair)
 - i. Agenda
 - ii. Previous Meeting Minutes: September 2024
 - b. **Action:** Approval of Consent Agenda (Chair)
(Note: This can be done with one motion for both the agenda and minutes.)
5. Financial Reports
 - a. **Report:** Review of Financial Reports for August - October 2024 (ILS Administrator)
 - b. **Action:** Acceptance of Financial Reports (Chair)

6. NICE (Northern Wisconsin ILS Consortium Exploration) Project Report
 - a. **Report** (ILS Administrator)
7. Committee Reports
 - a. **Bibliographic and Interface Committee** (Committee Chair, Chris Luebbe)
 - i. **Report**
 - b. **Cooperative Circulation Committee** (Committee Co-Chair, Virginia Roberts/Jenny Jochimsen)
 - i. **Report**
 - ii. **Recommendation:** V-Cat Book Clubs
 - iii. **Possible Action:** Approval of V-Cat Book Clubs Recommendation
 - iv. **Recommendation:** V-Cat Guidelines and Application for Teacher and Institutional Library Cards
 - v. **Possible Action:** Approval of V V-Cat Guidelines and Application for Teacher and Institutional Library Cards
 - c. **ILS Evaluation and Review Committee**
 - i. **Report Review:** August 2023 Committee Report (Committee member TBD)
 - ii. **Report:** Additional information and product updates since August 2023 (ILS Administrator)
 - iii. **Possible Action:** Convene into closed session for review of ILS Vendor Responses to Request for updated quotes pursuant to WI Statutes Section 19.85(1)(e)
 1. **Review:** ILS Vendor Quotes
 2. **Action:** Reconvene into open session
 - iv. **Possible Action:** Approval of V-Cat ILS Evaluation and Review Committee Recommendation
8. Report of the ILS Administrator (ILS Administrator)
9. V-Cat Training Report (ILS Administrator and ILS Support Specialist)
10. Report of the ILS Support Specialist (ILS Support Specialist, Rachel Metzler)
11. 2025 V-Cat Committee Membership (ILS Administrator)
12. 2025 V-Cat Weighted Vote Calculations (ILS Administrator)
13. Request for items to be included on the next meeting agenda (Chair)
14. Upcoming Meetings (Chair)
 - a. December 3, 2024 V-Cat Bibliographic / Interface Committee
 - b. December 13, 2024 V-Cat Cooperative Circulation Committee
 - c. February 6, 2025 V-Cat Council Meeting
 - d. 2025 V-Cat Meeting Schedule

15. Adjournment (Chair)

- a. **Action:** Adjournment

Remote Meeting Connection Information

Remote Meeting Link:

<https://us02web.zoom.us/j/82405548725?pwd=Pi0JYmCIkYXpvafXglJh9Uy59kWGt.1>

Dial in 1 312 626 6799 Or find your local number: <https://us02web.zoom.us/j/82405548725?pwd=Pi0JYmCIkYXpvafXglJh9Uy59kWGt.1>

Meeting ID: 824 0554 8725

Passcode: fVEheUi2

Dial In Passcode: 46074315

Additional Meeting Information

Any V-Cat representative unable to attend this meeting, should email Katie Zimmermann (ils.admin@wvls.org) by the end of day Tuesday, November 12, 2024. Proxy assignment notifications must be made prior to the start of the meeting, please submit to both Katie Zimmermann (ils.admin@wvls.org) and Janay Ziebell (director@neillsville.lib.wi.us) **by the end of day Wednesday, November 13, 2024** to ensure proxy assignments are documented.

Any person planning to attend this meeting who needs special accommodations to participate, including toll-free access, should notify the WVLS office by calling 715/261-7250 or by emailing ils.admin@wvls.org

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