



WVLS V-cat Council Meeting

Thursday, February 6, 2025 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 Wednesday, February 5 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

1. Call to Order – 9:30 am (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: November 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 November – December 2024 (ILS Administrator)
 - b. **Action:** Acceptance of Financial Reports (Chair)
 - c. **Report: 2024 Ecommerce Report** (ILS Support Specialist, Rachel Metzler)
 - d. **Report: Revised 2025 Appropriations Plan Draft** (ILS Administrator)
 - e. **Action:** Acceptance of Revised 2025 Appropriations Plan (Chair)
6. Committee Reports
 - a. **Bibliographic and Interface Committee** (Committee Chair, Chris Luebbe)
 - i. Report

- b. **Cooperative Circulation Committee** (Committee Co-Chair, Virginia Roberts/Jenny Jochimsen)
 - ii. **Report**
 - c. **V-Cat Nominating Committee (Chair)**
 - i. **Action:** Appointment of Nominating Committee for 2025 V-Cat Chair Elect (Chair)
Break – 15 minutes (Time to socialize while the Nominating Committee meets
Meeting link to be shared as needed.)
 - ii. **Report:** Nomination of 2025 V-Cat Chair Elect / 2026 V-Cat Chair
 - iii. **Action:** Election of the 2025 V-Cat Chair Elect / 2026 V-Cat Chair (Chair)
7. 2025 V-Cat Committee Membership (ILS Administrator)
 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. Aspen Appetizer: TBD
 12. Sierra Snack: Monthly Circulation Reports
 13. Recommendation Review: Patron Record Guideline Highlights
 14. Request for items to be included on the next meeting agenda (Chair)
 15. Upcoming Meetings (Chair)
 - a. 2025 V-Cat Meeting Schedule
 - b. V-Cat Bibliographic / Interface Committee – Tuesday, February 25, 10:00 am
 - c. V-Cat Steering Committee – Wednesday, February 26, 10:00 am
 - d. V-Cat Cooperative Circulation – Friday, March 7, 10:00 am
 - e. V-Cat Council Meeting – Thursday, April 3, 9:30 am
 16. Adjournment (Chair)
 - a. **Action:** Adjournment

Remote Meeting Connection Information

Remote Meeting Link:

<https://us02web.zoom.us/j/87534128153?pwd=v860kbaVcxeRoMUia13EdED3yl66k0.1>

Dial in 1 312 626 6799

Meeting ID: 875 3412 8153

Passcode: mh319XFX

Dial In Passcode: 71521595

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 Wednesday, February 5, 2025. 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, February 5, 2025** 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.