

Meeting Minutes
Council on Library and Network Development
November 1st, 2024
[McIntosh Memorial Library](#)
205 South Rock Avenue; Viroqua, WI 54665
9:00 AM - 2:00 PM

Council Members:

Present:

- 1.) Ellen Kupfer (Chair)
- 2.) Rob Nunez (Vice Chair)
- 3.) Rachel Thomas (Secretary)
- 4.) Michael Otten (Member at Large)
- 5.) Andi Cloud
- 6.) Nick Dimassis
- 7.) Rebecca Ferrell
- 8.) Eric Genrich
- 9.) Josh Klingbeil
- 10.) Terri Muraski
- 11.) Dennis Myers
- 12.) Katelyn Noack
- 13.) Christinna Swearingen
- 14.) Kristi Williams

Missing:

- 1.) Amy Beth Bahena-Ettner
- 2.) Jaime Healy-Plotkin
- 3.) Isa Small
- 4.) Terrence Berres

DPI Staff:

- 1.) Ben Miller
- 2.) Elizabeth Tomev
- 3.) Allyson Hanz
- 4.) Bill Herman
- 5.) Teresa Schmidt

Guests:

- 1.) Darrell Williams
- 2.) Kristen Anderson
- 3.) Zach McCollum

Call to Order - E. Kupfer called the meeting to order at 9:07

Roll Call - Quorum present

Introduction of Guests/Visitors

No guests/visitors

Changes/Additions to Agenda

No changes to the agenda

Approval of September 13, 2024, Minutes

A motion from K. Williams and second by D. Myers to accept the minutes. Motion carried.

Welcome from the Winding Rivers Library System

WIRL Library System Director Kristen Anderson welcomed the group and gave a handout to the group.

Anderson has been with WIRL since 1999 and the Director since 2011. WIRL covers 5000 square miles and has 34 libraries. They recently completed an ILS migration to Polaris, the 3rd migration of Anderson's career. Currently there is construction on a new office space for the library system and a new grants manager position. WIRL has 5 libraries that have been funded over 19 million including 2 new buildings, 2 renovations and 1 brand new library in Fountain City. WIRL is expanding clean energy in the library system by installing solar on libraries. The costs have dropped from \$500 per month down to \$50 per month. WIRL has a private donor willing to give 1.25 million towards the project. A cohort of 3-4 libraries interested in converting is offered the opportunity twice a year, allowing WIRL to fund the conversion of 6-8 libraries per year. A question was asked about Fountain City's size? Anderson remarked that it is very small and right along the river and that the building will be a combination of a library and community center. Miller commented that he attended WIRL's director retreat and that it was a fantastic event with everyone sharing ideas.

Welcome to the McIntosh Memorial Public Library/Tour

Maggie Strittmater, the Adult Programming and Outreach Coordinator gave a tour to the group. Strittmater commented that the room the group was meeting in is their multipurpose room used for things like after school programs Monday-Thursday, cooking classes and art classes.

Report of the Chair

Kupfer shared with the group that breakfast is from Wonderstate and lunch will be from Borgen's Cafe. Kupfer reminded the group about the ethics training deadline on November 15. If there are difficulties getting into the training, Tomev suggests working with Allyson Hanz first, it could be technical or something on DPI's end with the passcode. Members should go to Allyson first if having issues. Kupfer asked DPI staff about renewing membership if it is up in 2025. What is the process? The group was told to contact Allyson who is the liaison with that process. MEMBERS should check the DPI website if they are not sure when their term is up.

TEACH Broadband Presentation

Zach McCollum and Bill Herman were present to share information about TEACH. McCollum shared that finances are 12.3 million a year funded through the Public Services Commission, which is a reduction by 3.7 by legislators in 2024-25. Teach bills customers 2 times a year and is required to stay at specific rates: \$100 (less than 1g) or \$250 (more than 1g). The money collected goes straight to PSC. McCollum went over requirements of libraries and TEACH. Miller explained why libraries typically don't want to filter and wanted to explain that libraries in TEACH are getting e-rates but are not required to follow CIPA (Children's Internet Protection Act) filtering requirements. Herman shared that hotspots are about to become e-rate eligible. McCollum shared that E-rate audits take 1-3 years to review. Record retention for USAC (Universal Service Administration Company) is 10 years. USAC can audit and require money to be returned. A few questions were asked from members about the founding of TEACH. TEACH was set up in 1997 and there's no confirmation that Gates helped to set it up. Herman commented that while the statute is well written to provide specific amounts, it does not mention speeds.

McCollum went on to present about contracts and share that a Letter of Agency (required) is good for 5 years. TEACH contracts are separated from the state contracts to design based on needs. The end date

matches federal e-rate dates, includes usage reports, and has specific billing for e-rate needs. They are currently migrating all TEACH sites to At & T and the state continues to extend contracts until work can get done. Statewide contracts are fiber based, provide engineering support, and allow libraries outside of WiscNet to have access to WiscNet. They also provide helpdesk support to TEACH customers. Klingbeil shared in the chat that “The TEACH Network Fabric is nice and he predicts that once they’re out of the TTU woods, future technical issues will be much easier to resolve and will make things easier for Library Systems to interconnect their still mostly separate logical WANS. Wabeno Public Library was our last copper site, just finished TTU last week.”

TEACH authorized 200 bandwidth increases, the minimum circuit size is 100m and the FCC changed the definition of broadband to at least 100m in March 2024. Four libraries are at more than 100m: Appleton, Beloit, Janesville and Racine. They are partnered with DPI, especially to help with schools and they meet monthly for updates.

WiscNet is the preferred internet provider by TEACH customers. Only 7 schools don’t use WiscNet. Any isp can be on the network. Herman provided an analogy: TEACH provides the pipes, and WiscNet provides the water.

McCollum shared that in 2025-26 TEACH will be requesting additional funds, 3.5 million funding for spend authority. TEACH is funded out of the Universal Services Fund. The state gives a 12.3 million budget. The budget doesn’t take into account additional money needed for new sites, projects, and special construction. The additional funds requested will go for library and school broadband increases, new customers, potential construction costs. Also asking statute to reduce fees and make the max fee \$50 for up to 1g and \$100 for over 1g. A comment about internet speed was made and McCollum explained latency to the group in regards to bandwidth. Symmetry between upload and download was also discussed.

A question was asked about libraries without fiber and McCollum shared that all TEACH libraries have fiber and that TEACH has funding for construction projects for new customers if fiber is needed. The group discussed the current ISP contract limitations, and requirements that TEACH would like to see going forward, as well as difficulties that TEACH has had with the current helpdesk.

Herman commented that DPI is really lucky to have a partner with Teach. Klingbeil shared that Zach and Matt have done a phenomenal job with Teach, they do everything they can to make migration as smooth as possible, the program is one of the best things that the state has for public libraries and schools. From a network engineering side, the theory and direction with the migration is good and there is growth...important for COLAND to sit back and watch what happens over the next few months. Kudos to Zach.

Questions and comments about what members can do to help followed, and McCollum shared that the RFI and RFP that will be coming out soon. Herman shared that Zach really cares about libraries and has a lot of creative ideas and he appreciates that.

Outreach & Engagement

WLA is coming up and there will be a booth with handouts and 2 members that volunteered to help at the booth.

Lunch - break at 11:43, return at 12:05.

DPI, PLSR, and School Libraries Updates

Miller gave next steps regarding information coming about Prison libraries. The DOC is no longer accepting book donations. They have said no used books, only new books. Tom Malony will come speak at the January meeting. DPI looking for a solution and looking at budgets to see if there is any way to support literacy in prisons. Every correctional facility has local control based on the Warden. Schmidt shared an article that mentions the DOC will allow new books from pre-approved vendors:<https://www.wpr.org/news/wisconsin-doc-nonprofit-used-books-prisoners>

Schmidt also shared a report on an "Ask me Anything" event for new directors, 33 people attended online as well as 5 DPI staff. They spent 90 minutes answering questions about a wide variety of topics. Team will try to do more events that connect people across the state.

Tomev shared that the WLA conference is November 5-8 and that DPI hosts events from November 6-8. Attendees tend to be a lot of public library staff, some school library staff, and vendors who like to meet with libraries. Tomev also shared highlights from September visits to libraries with Dr. Williams. They visited 6 school, 11 public, 1 tribal library. They traveled over 1200 miles, plus a ferry ride. Frank Lloyd Wright Intermediate School has innovation coaches instead of media specialists, primarily because of funding. Pershing has November referendums that they are hoping will help expand the library. West Allis public library has patrons wanting more bilingual books and the library is looking for funding for renovations. Ozaukee County has a book vending machine at the Saukville Elementary school paid for by a donation from 100 Woman, a 501c3. The USS Liberty Memorial has a library of things and a Tinker lab for kids. Cedarburg offers a "Fill the Shelves" fundraiser to help replace books and help run the Internet/community radio station. Wineburg library highlights local artists and has funding needs because buildings are older and need more repairs. They visited the HoChunk Tribal library for the grand opening. The Tribal library has a makerspace to make native american clothing and weave baskets. Door County has 8 branches in the county. Egg Harbor rents out the space for events like weddings, and books can be screened off to protect them when space is rented. Baileys Harbor has postcards available to send to the village board to share comments or needs from patrons. Sturgeon Bay had a lot of people, a big space and many shelves. Washington Island School is K-12 and doesn't have to have a licensed librarian on staff. Blanchardville offers things to check out to meet needs of the community like fishing poles, disc golf, shared rotations of books throughout libraries. Dodgeville has space issues and has to go to city hall for storytime and the annex for historical documents. Barneveld has trouble with retention. The takeaways were around recruitment/retention, space/renovations, relying on grants, sharing resources, attracting youth to libraries and continuing education for librarians in rural areas. Miller shared that a report from Treptow is in the packet.

Legislative Update

Thank-you from Dr. Williams to Tomev for the great presentation of September visits. Dr. Williams attended NAACP in Beloit and congratulated Dimassis for getting the community service award in Beloit.

Dr. Williams is working on the strategic plan. Feb 11 will be library legislative day. Regarding the budget, some areas will be scaled back and the budget will be submitted November 14th. DPI is reviewing the systems plan and system funding allocation - will be done on Nov 18, 2025. Dr. Williams commented that the purpose of traveling is to highlight all the work that is taking place in libraries across the state and show that libraries are not just places to check out books. He is excited to visit as many as possible with the resources available. Dr. Williams said it is an honor to serve libraries across the state.

Network Development Subcommittee Reports

Kupfer reported that the subcommittee had a presentation on TEACH in Oct from Aivers from WiscNet. The group is looking at goals and more on that coming from the subcommittee. Kupfer asked if regarding broadband speeds in libraries - is there updated data, or a presentation? Miller commented that yes and that would be good content for the January meeting on broadband data. Kupfer also share that the subcommittee has new members with various backgrounds.

Review Meeting Dates and Tentative Locations

January - online

March - Prairie DeSheen (on state border)

May - school library Milwaukee area?

July - UW Madison - library school, outreach/training goals

Announcements

From Miller: Kurt Kieffer, inducted into WLA hall of fame at the conference.

From Otten: Also inducted into the WLA hall of fame is Kris Adams from Rhinelander, WI Valley Library Service as the most valuable person for library legislative day.

From Meyers: Consider visiting a library in the south, near the Illinois border.

From Williams: Consider visiting the HoChunk Tribal library.

From Noack: Consider CVTC in Eau Claire as a library that offers library skills education.

From Klingbeil: Also mentioned CVTC because the LEANWI data center is also at CVTC.

Adjournment - 1:24pm

Respectfully Submitted,
Rachel Thomas