

**WISCONSIN VALLEY LIBRARY SERVICE**

**Board of Trustees Meeting**

September 16, 2017

WVLS Office – MCPL lower level

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is November 18, 2017.

President Tom Bobrofsky called the meeting to order at 9:30 AM, acknowledging those attending as guests.

Roll call was taken by Wendt and a quorum was declared.

**Present**

**Others Present**

Tom Bobrofsky, President  
Sonja Ackerman, member  
Jim Backus, member  
Tyson Cain, member  
Eileen Grunseth, member  
Christy Janczewski, member  
Paul Knuth, member  
Louise Olszewski, member  
Michael Otten, Treasurer  
Pat Pechura, member  
Katie Rosenberg, member  
Marilyn Sauer, member  
Elaine Younger, member

Marla Sepnafski, WVLS Director  
Inese Christman, WVLS Assistant Director  
Kris Adams Wendt, WVLS staff  
Josh Klingbeil, WVLS staff  
Augo Hildebrand, WVLS staff  
Judy Bobrofsky  
Alice Sturzl  
Heather Eldred

**Excused**

Douglas Lay, Vice-President  
Peg Jopek, member

**CONSENT AGENDA ITEMS (Exhibit 1):**

**Olszewski/Pechura motion to both accept the agenda as presented. All aye. Motion carried.**

**APPROVAL OF THE AUGUST 19, 2017 MINUTES (Exhibit 1):**

**Rosenberg/Ackerman motion to approve the August 19, 2017 WVLS Board of Trustees minutes as presented. All aye. Motion carried.**

**FINANCIAL REPORTS AND CURRENT BILLS (Exhibits 2-7):**

**Grunseth/Olszewski motion to approve the financial reports and current bills as presented. All aye. Motion carried.**

**WVLS JANUARY- AUGUST 2017 TREASURER’S REPORT (Exhibit 8):**

**Pechura/Knuth motion to accept the Treasurer’s Report for January-August 2017 as presented. All aye. Motion carried.**

**REPORTS:**

**Resource Library (Exhibit 9):** Sepnafski drew the board’s attention to highlights of Marathon County Public Library Director **Ralph Illick’s** report. Rosenberg reported that using a portion of the 3<sup>rd</sup> floor of the Wausau MCPL building for a community room was still under discussion.

**WLTF: Backus** reported that the WLTF Board met on September 12. Thursday programs at WLA Annual Conference will be devoted to trustee topics. The creation of a statewide trustee listserv is under consideration.

**COLAND** (Exhibit 10): In the absence of **Lay**, **Sepnafski** drew the board's attention to Lay's September 8 COLAND meeting summary which was distributed at the meeting. Much of the COLAND agenda was devoted to a report on the Public Library System Redesign project

**WVLS Director's Report** (Exhibit 11): **Sepnafski** reported the **Department of Employee Trust Funds (DETF)** has announced a 0% health insurance increase for state employees and an average of 3.3% increase for local government employees in 2018. Actual premiums for the different providers have not been released and impact on WVLS staff has yet to be determined.

Notes of thanks were received from Neillsville Public Library Children's Librarian **Kathy Wegner**, and Withee Public Library Director **Teresa Miniatt** for offering each library a Summer Library Program (SLP) grant to host a performer during the summer months. WVLS received a thank you card from retired Tomahawk Public Library Director **Mary Dunn** for the support provided throughout her library career.

WVLS Communications Coordinator **Anne Hamland** and her family moved from Wausau to Eau Claire over Labor Day weekend. With the move, Anne's office space has also migrated. She will be taking up residence in the Indianhead Federated Library System most of the time, and returning to Wausau a few workdays each month. With this transition, Anne will be in a better position to coordinate with and share expertise between key IFLS staff to advance the IFLS/WVLS website development services and future communications/marketing projects.

**Christman** was invited to join the **Recollection Wisconsin's Digital Public Library of America (DPLA) Service Hub Steering Committee** for a two-year term from September 2017 through August 2019. She gave an overview of the committee's charge: to develop policies and procedures for the ongoing operations of the DPLA Service Hub, and to provide advice and recommendations to the Governing Board on matters of interest to the Hub and the Wisconsin cultural heritage community. She attended her first meeting on September 11 in Madison.

**Wendt** reported on the latest informal discussion opportunity in the **Youth Services Information Exchange (YSIE)** series was hosted at the Antigo Public Library on Friday, August 25, 2017. It was attended by seven WVLS librarians, a representative of Northern Waters Library System and a WVLS staff member. Topics covered included teen gaming, policies for managing after school teen activities in shared space, summer reading program activities, reading incentives, gathering data for passive and drop-in programs, makerspace and coding initiatives. The group toured the Antigo Public Library. Definite plans for the next discussion were tabled pending a check of dates and locations. The next gathering will be the annual WVLS Youth Services workshop on December 12 in Wausau. The morning program will be a joint presentation about collection development and transforming library spaces for youth services. **Marge Loch-Wouters** (*Tiny Tips for Library Fun* blogger and Youth Services Consultant for South West Library System) is partnering with **Patty Becker** and **Susan Queiser** from Barron Public Library where they did a complete remodel of their children's space and collection arrangement. In the afternoon, WVLS will host **Tessa Michaelson Schmidt**, Youth and Inclusive Services Consultant at Wisconsin Department of Public Instruction. Tessa's topics are "Libraries are for Everyone" (introducing the revised DPI guidelines *What Does It Mean to Be Inclusive?*) and an update on the DPI/DLT Coding Initiative.

**Wendt** provided a **Legislative Update** (Exhibit 11-a), reporting that the Senate passed the same version of the budget previously approved by the Assembly on September 15. With library related items remaining intact per Joint Finance Committee recommendations, the document goes next under the Governor's veto pen where no difficulties are anticipated. Alerts will be sent if any concerns arise. Federal funding is also in a "so far, so good" position with sufficient support in the House Appropriations committee and no action so far on the Senate side. Congressional action is being monitored and action alerts will be sent out when appropriate.

**Klingbeil** provided updates on installation of an enhanced audio system in the WVLS meeting room and reviewed ongoing service issues associated with BadgerNet upgrades and other areas. WVLS is helping libraries implement or convert to Pharos computer session management software, with assistance from IFLS which already supports that product for many of their members. Mid-October has been targeted for "door counter" internal product testing, with pilot units to be installed by mid-November in two or three libraries.

WVLS is paying the registration fee for three area library staff to participate in the Wisconsin Public Library Consortium (WPLC) online OverDrive Support Course being held in September and October. People taking the course include: **Teresa Miniatt**, Withee Public Library; **Heather Bain**, Marathon County Public Library – Hatley Branch; and **Cara Hart**, Neillsville Public Library. The Marathon County Public Library and Rhinelander District Library have invited member library staff to attend their staff in-services on Friday, September 29 (Exhibit 11-b). WVLS thanks both libraries for the gracious invitation and hopes staff from other libraries are able to take advantage of these opportunities.

Public library directors from WVLS and surrounding systems are invited to attend the bi-annual **WVLS Director's Retreat** on Thursday, October 5 at Tribute Golf Course and Bunker's Bar & Grill, Wausau. This full day of learning, sharing and inspiration has a very tight agenda that includes discussion sessions, table activities, comradery, and high-powered speakers. The morning keynote, featuring **Amanda O'Neil** and **Kelly Nelson** (Winneconne Public Library), will be on community partnerships and playing to the strengths of library staff and community. Over lunch, **Cindy Fesemyer** (Columbus Public Library) and **Deb Haeffner** (South Central Library System) will present "From Potluck to Project" and discuss how the library brings community partners together for potluck conversations that result in community projects. **Brian Kopetsky** from McMillan Memorial Library in Wisconsin Rapids will be presenting a virtual reality demonstration.

**Broadband Development** (Exhibit 12): **Klingbeil** reviewed what is known about the Wisconsin Broadband Enhancement Grants Program information administered by the Wisconsin Public Service Commission (PSC) and how recipients are selected. He will continue to monitor this program as the parameters become more clarified.

**V-Cat Council** (Exhibit 13): **Christman** reported the V-Cat Cooperative Circulation Committee met on Tuesday, August 29 to develop a process for reviewing all V-Cat Sierra Circulation-related documentation and to review the "Damaged/Billing Recommended Best Practices" document. The Committee also discussed the *Best Practices for Libraries that Bill for Cross-County Use* guidelines developed by SRLAAW (System and Resource Library Administrators Association of Wisconsin). The committee recommended to the V-Cat Council that a one-year patron card renewal process with address verification be implemented by consortium members. This issue will be discussed further at the V-Cat Council meeting in November.

**2018 SYSTEM PLAN** (Exhibit 14): No changes were made since the draft plan was discussed at the August meeting.

**Otten/Knuth motion to approve the 2018 WVLS System Plan as presented. All aye. Motion carried.**

**2018 SYSTEM BUDGET** (Exhibit 15): **Pechura** noticed a spreadsheet formula error in the summary information on page 2, which does not affect the accuracy of the budget itself. There have been no changes since the budget was discussed at the August meeting. Pending the Governor's review of the budget, no assumption was made for inclusion of additional revenue to be realized by WVLS as their share of the \$1.5 million raise in public library system aids. A revised budget, to also include final insurance numbers, will be presented at the January meeting.

**Pechura/Janczewski motion to approve the 2018 WVLS budget as presented. All aye. Motion carried.**

**WVLS BOARD OF TRUSTEES BYLAWS – draft** (Exhibit 16): A second reading of proposed changes to the bylaws was made; nothing new has been added since the initial review in May.

**Olszewski/Grunseth motion to accept revisions to the WVLS Bylaws as presented. All aye. Motion carried.**

**COUNTY FUNDING OF LIBRARIES** (Exhibit 17a-b-c-d-e-f): **Sepnafski** reviewed the information on this topic included in the meeting packet, which will be shared with member library directors and placed on the WVLS website. **Wendt** provided an update regarding WLA LD&L efforts in this area. WLA focus has expanded from simply providing legislators with a greater understanding of the reasons behind cross county library payments, to a wider effort including positive illuminating dialogue with leaders from the Wisconsin Counties Association, county library boards and local library directors/trustees. Every Wisconsin potentially benefits from Acts 150 and 420 because dollars follow residents wherever they best access library services; no one is denied service because of where they live. All counties support their citizens' actual library use wherever that occurs. Taxes follow use as municipalities with libraries are relieved of some of the costs of serving residents of municipalities that have chosen not to build and maintain their own libraries. Discussion ensued. **Bobrofsky** reported that Clark Co. Library Board recently engaged in productive discussion with their County Supervisors regarding cross border library payments and maintained support at the current level for 2018. **Pechura** updated the board on recent positive developments regarding reimbursement for Vilas Co. resident usage of Oneida Co. libraries.

#### **CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:**

**Knuth** shared a plethora of fliers for Rhinelander District Library programs. **Eldred** thanked board members for their voluntary service and remarked on the continuity of funding issues discussed during the past decade as an ongoing process, adding that if a person doesn't live in a community that provides open access to information, they might as well be located in a third world country. **Pechura** suggested that increased emphasis on technology in libraries merits attention to providing adequate system staff support in response to local library needs, providing **Klingbeil** further opportunity for update regarding the collaborative IT partnership with IFLS.

**Rosenberg** mentioned MCPL participation in an energy efficient light bulb initiative and Weston branch progress. **Backus** announced that Trustee Training Week programs have been archived at <http://www.wistrusteetraining.com/> **Ackerman** distributed brochures from the International Wisconsin Ginseng Festival.

**WLA CONFERENCE PLANS** (Exhibit 18): **Bobrofsky** reminded members about registration information and deadlines for WLA Annual Conference, October 17-20. Thursday is Trustee Day.

**WVLS GRANT/SCHOLARSHIP APPLICATIONS:** There was no report.

**REQUEST FOR FUTURE AGENDA ITEMS:** None were raised at this time.

**NEXT MEETING DATES:** Saturday, November 18, 2017 9:30 AM; Saturday, January 20, 2018, 9:30 AM

**ADJOURNMENT:**

**Grunseth/Rosenberg motion to adjourn. All aye. Motion carried. The meeting was adjourned at 11:25 AM.**

Respectfully submitted,

Kris Adams Wendt, Meeting Recorder