

## V-Cat Meeting Minutes

June 5, 2014 (9:30 am – 12:30 pm)  
Marathon County Public Library – Meeting Room  
300 N. First Street Wausau WI, 54403

**Call to Order:** M. Dunn called the meeting to order at 9:35 a.m. Roll call was taken and a quorum was present.

**Members Present:** M. Dunn, C. Taylor, V. Calmes, S. Bedroske, K. Metzke, C. Lemerande, J. Bobrofsky, A. LaRoche, E. Schwartz, K. Heiting, M. Taylor, J. Gustavson, S. Lehr, E. Grunseth, J. Beloungy (via Go To Meeting), L. Petersen, J. Dixon, B. Schemenauer, A. Mroczenski, C. Smith, and T. Blomberg.

**Members Absent:** M. Gobert (proxy M. Taylor), C. Huston (proxy A. LaRoche), and D. Korenuk (proxy A. LaRoche).

**Also Present:** L. Meyer, D. Litzer, S. Stevens, M. Stachowiak, I. Christman, K. Wendt, and M. Sepnafski.

**Announcements:** I. Christman updated members on OverDrive statistics for May 2014. In May, OverDrive had issues with the WVLS IP range and authentication of patrons and therefore, none were recorded for May. M. Dunn noted that for her library she would use April's statistics. She would qualify this with a note that explains why she used an estimate. I. Christman was notified this morning that the IP issue has been corrected and that moving forward, OverDrive statistics will be reported accurately.

**Approval of the Order of the Agenda:** L. Petersen moved to approve the order of the June 5, 2014 V-Cat meeting agenda. J. Bobrofsky seconded. Motion carried.

**Approval of the April 3, 2014 Minutes:** C. Taylor moved to approve the April 3, 2014 V-Cat meeting minutes. K. Heiting seconded. Motion carried.

**V-Cat Financial Report:** I. Christman presented the V-Cat January through April 2014 financial reports and summary for approval. J. Gustavson moved to approve the financial reports and summary as presented. A. LaRoche seconded. Motion carried.

**Cooperative Circulation Committee Report:** (C. Taylor, Chair) C. Taylor reviewed the modified cheat sheets. Copies of these will be available on the WVLS V-Cat website.

C. Taylor went on to discuss the updated guidelines. Motions for approval were made and the Council approved the following:

- Damaged and Missing Items - M. Taylor/J. Bobrofsky. Motion carried.
- Loan rules – Change from a 10-day period that items would be available on the holdshelf to 7 days for all items – E. Schwartz/J. Gustavson. Motion carried.
- Revisions for language on patron notices – libraries will submit help desk tickets to request change in language.

\*\*\*These guidelines will be posted on the V-Cat website under the new Guidelines section.  
(<http://www.wvls.org/services/v-cat/guidelines>)

**Project WIN Update:** M. Sepnafski presented an update on Project WIN. Comments were shared from the “All Libraries” meeting held in Ladysmith on May 20, 2014.

- It was a great opportunity to meet with other libraries to talk about things.
- In the other systems, there are different items and different amounts that are part of their ILS budget.
- Some budget questions were discussed and it was noted that the WVLS/V-Cat Steering Committee would still be reviewing the ILS budget and working with member libraries
- Staff who attended felt they got a lot out of the meeting.
- In 2015, WVLS will pay for three courier stops. Any additional stops will be paid for by the individual libraries.
- The discussion on V-Cat’s High demand designation generated a lot of interest from other systems’ libraries.
- When library staff voted on some concepts, it seemed like there was give & take and a willingness to work together to resolve issues.
- When the group voted on the number of holds allowed, the group voted for 50. This was a compromise between 25, which some wanted, and the 75 holds per patron limit in V-Cat.

M. Sepnafski complimented the V-Cat Representatives who participated in this process for their professionalism and hard work. Several WVLS staff will attend a Clark County libraries meeting in Neillsville to answer questions about this project. M. Sepnafski said that she and other WVLS staff would be available to answer any questions and visit with library boards.

M. Sepnafski said that the final report would be available soon for libraries to share with their boards in preparation for the vote on the ILS merger. The voting will take place at the next V-Cat meeting, scheduled for Thursday, August 7, 2014 in Granton. A paper ballot will be used and a 2/3<sup>rd</sup> majority of V-Cat representatives in attendance will decide the outcome. The next meeting of the Leadership Team is scheduled for Monday, June 9, 2014.

**WVLS/V-Cat Steering Committee Report:** S. Stevens said that the Committee continues to revise the V-Cat Participation agreement and will bring this to the V-Cat Council when it is ready. The next meeting date is June 19, 2014.

**Other Sierra Issues:** I. Christman is waiting for the announcement from Innovative about the next release of Sierra. This may be available later this summer. Innovative acquired VTLS on June 2, 2014. This will expand their customer base internationally.

E. Schwartz inquired about how Sierra counts interlibrary loan transactions. Is it counting these twice when you update the due date at checkout. I. Christman will ask Innovative for clarification.

M. Stachowiak announced that MCPL would now be running their pull list twice a day Monday through Friday at 8:00 am and 12 Noon in order to keep their list manageable. MCPL also added running their pull list on Saturdays at Wausau and the branches that are open on Saturdays. Wausau will also run their pull list on Sundays. They hope to fill more of their requests with their collection.

**Request for August 7, 2014 Agenda Items:**

J. Bobrofsky requested that V-Cat Training/Mentoring Program for New Directors be placed on the August 7, 2014 agenda.

**Adjournment of the Meeting:** C.Taylor moved to adjourn the meeting. K. Heiting seconded. Motion carried. The meeting was adjourned at 11:55 pm.

Submitted: July 23, 2014  
Inese Christman, Recorder