

# AGENDA

## Council on Library and Network Development

July 8, 2016

10:00 a.m. – 3:00 p.m.

Gundersen Health System Library

Mooney Patient Education Room

Room Number CN1005

1900 South Avenue

La Crosse, WI 54601-5467

Phone bridge: 1-877-820-7831 Passcode: 709486

- |     |   |   |                                       |
|-----|---|---|---------------------------------------|
| 1.  | Call to Order (10:00 a.m.)  | Cara Cavin,<br>COLAND Chair   |                                       |
| 2.. | Roll Call/Determination of Quorum                                       | Tom Kamenick,<br>COLAND Secretary                                     | Information                           |
| 3.  | Welcome to Gundersen Health Systems (10:05 a.m.)                        | Melinda Orebaugh,<br>Library Director,<br>Gundersen Health<br>Systems | Information                           |
| 4.  | Adoption of Agenda  | All   | Action                                |
| 5.  | Approval of Minutes for May 20, 2016 meeting                            | All   | Action                                |
| 6.  | Report of the Chair<br>a) Correspondence:                               | Cara Cavin  | Information,<br>discussion            |
| 7.  | Nominating committee report and election of COLAND officers for 2016-17 | Joan Robb, chair,<br>nominating<br>committee                          | Information,<br>action                |
| 8.  | Vote on changes to By-laws  | Cara Cavin  | Information,<br>discussion,<br>action |

9.	Goals Committee Reports	Cara Cavin	Information, discussion, action
10.	Update on System Revision Steering Committee	Bryan McCormick, COLAND Vice-Chair and Steering Committee member	Information, discussion
11.	Gundersen Health Systems Envision program presentation -- 11 a.m.; tour 11:30-11:55	Melinda Orebaugh, Jeff Rich, Julie Schroeder	Information, discussion
	Noon -- lunch		
12.	Report on Collaborative Summer Library Program (12:45 p.m.)	Tessa Michaelson Schmidt, Public Library Development Team	Information, discussion
13.	DLT Standing Report	DPI staff	Information,
14.	Legislative update	DLT staff; COLAND members	Information, discussion, possible action
15.	Update on COLAND appointments	Cara Cavin	Discussion
16.	Suggestions for Future Agenda Items:	Cara Cavin	Information, discussion, action
17.	<p>Future Meeting Dates and Locations</p> <p>a) September 9, 2016 – Cedarburg Public Library</p> <p>b) November 11, 2016 -- Pulaski School District</p> <p>c) January 13, 2017 -- virtual</p> <p>d) March 10, 2017 -- Janesville Public Library (to be confirmed)</p> <p>Suggested other sites include La Crosse Public Library or Lancaster Public Library, Ebling Library for Health Sciences at UW Madison, Viroqua Public Library, Lancaster library.</p>	Cara Cavin	Discussion
18.	Review follow-up items	Cara Cavin	Discussion

- |     |                         |            |        |
|-----|-------------------------|------------|--------|
| 19. | Announcements           | All        |        |
| 20. | Adjournment (3:00 p.m.) | Cara Cavin | Action |

**COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**  
**Meeting Minutes**  
**July 8, 2016**  
**10:00 a.m. – 3:00 p.m.**  
**Gundersen Health Systems Library**  
**Mooney Patient Education Room**  
**Room Number CN1005**  
**1900 South Avenue**  
**LaCrosse, WI 54601-5467**

Members Present: Terence (Terry) Berres, Franklin (phone)  
Mary Therese (M.T.) Boyle  
Cara Cavin, Verona  
Joshua Cowles, Fond du Lac (phone)  
Miriam Erickson, Fish Creek  
Laurie Freund, Waukesha  
Becki George, Birchwood  
Bryan McCormick, Janesville  
Jess Ripp, Milwaukee  
Joan Robb, Green Bay  
Lisa Sterrett, Viroqua  
Kristi Williams, Cottage Grove

Members Absent: Thomas (Tom) Kamenick, Saukville  
Douglas (Doug) Lay, Suamico  
Kathy Pletcher, Denmark

DPI Staff: Martha Berninger  
John DeBacher  
Ben Miller

Tessa Michaelson Schmidt  
Roslyn Wise

Others: Melinda Orebaugh, Library Director, Gundersen Health System  
Jeff Rich, Gundersen Health System  
Julie Schroeder, Gundersen Health System  
Steven Ohs (phone)  
(Michael Sigman also attended as a member of the public)

A. CALL TO ORDER

Cara Cavin, COLAND chair, called the meeting to order at 10:05 a.m.

B. ROLL CALL AND DETERMINATION OF QUORUM

In the absence of the COLAND secretary, Joan Robb called the roll. Twelve members were in attendance at roll call (two by phone) so a quorum was in attendance. Newly appointed professional member Becki George was in attendance for the first time so introductions were made around the table.

C. WELCOME TO GUNDERSEN HEALTH SYSTEMS

Melinda Orebaugh, director of libraries for Gundersen Health Systems, welcomed the group and provided some logistical information. She also explained security procedures for visitors to the Gundersen campus.

D. ADOPTION OF AGENDA

Miriam Erickson moved to approve the meeting agenda; Kristi Williams seconded the motion. The motion to approve the agenda was approved.

E. APPROVAL OF MINUTES FOR MAY 20, 2016 MEETING

Kristi Williams moved to approve the minutes of the May 20, 2016, meeting; Lisa Sterrett seconded the motion. The motion was approved.

6. REPORT OF THE CHAIR

- a) Chair Cara Cavin reported that she sent thank you letters to Teresa Schmidt at the Mercer Public Library and to Kaye Henrickson for her presentation on WISELearn. Copies of the letters were included in the meeting packets.

7. NOMINATING COMMITTEE REPORT AND ELECTION OF COLAND OFFICERS FOR 2016-17

Nominating committee chair Joan Robb presented the slate of officers and thanked the other members of the committee for their work: Terrence Berres and Joshua Cowles. The slate of officers is as follows: Cara Cavin, chair; Bryan McCormick, vice-chair; Kathy Pletcher, secretary. Bios for the nominees were emailed to COLAND members prior to the meeting. Joan moved that the slate of officers be approved; Miriam Erickson seconded the motion. COLAND chair Cara Cavin asked if there were additional nominations from the floor; there were none. The slate of officers was approved as presented.

8. VOTE ON CHANGES TO BYLAWS

Chair Cara Cavin described changes to the COLAND bylaws as discussed at the May meeting. The changes are:

**CHANGE 1**

Amend Article I, Section 3 as follows:

The officers of the Council and one member elected at large at the annual meeting shall be the Executive Committee. The Executive Committee shall conduct business only if a situation an emergency arises which cannot be addressed in a timely manner by the full Council.

**CHANGE 2**

Amend Article I, Section 2 as follows:

Officers of the Council shall be Chair, Vice-Chair, and Secretary. Officers shall be elected for one-year terms by the Council from its membership at the organizational meeting of the Council and shall serve until their resignation or the election of a new officer. An officer will serve no more than four consecutive one-year terms in each office. The office of Chair and the office of Vice-Chair shall not both be held by a public member or a professional member of COLAND.

Amend Article II, Section 3 as follows:

The Secretary shall be responsible for a correct record of all proceedings of the meetings of the Council and the Executive Committee and shall conduct meetings in the absence of the Chair and Vice-Chair.

Create Article IV, Section 6 as follows:

If no officer is in attendance at a scheduled meeting of the Council, any member may call the meeting to order at or after the time scheduled if a quorum is present. In such a situation and at any other time when no officer is in attendance, the Council shall immediately elect a Chair *pro tempore* to conduct the meeting until an officer is in attendance.

The Council shall immediately elect a Chair Pro-Tem

First order of business then appointer act as Secretary of the meeting

There was no other discussion. Joan Robb moved to approve the changes to the bylaws; Lisa Sterrett seconded the motion. The motion was approved. Cara then mentioned the section in the bylaws describing a member at large as part of the Executive Committee; she asked if there were

any volunteers to fill this roll if needed. Lisa Sterrett volunteered. Joan Robb moved to approve the Member at Large; Miriam Erickson seconded the motion. The motion was approved.

#### 9. GOALS COMMITTEE REPORTS

Martha Berninger gave an update on the work of Goals Committee II (*Support and encourage library professionals to form alliances with local, state, and national decision makers to demonstrate the value of libraries in education, literacy, employment, entrepreneurship, and digital access*). Martha reported that at the May meeting, Sherry Machones suggested COLAND develop a communication asking Library System Directors to inform their libraries about the U.S. Employment and Training Administration notice to workforce development boards and encourage libraries to collaborate with their local/regional workforce development boards in helping people located online employment and career resources. This letter was sent to Sherry Machones on June 20. Kathy Pletcher would follow up with Sherry when Kathy returned from vacation.

M.T. Boyle reported that Racine County, Racine County Workforce Solutions, and Lakeshores Library System recently partnered to provide Gale courses to all Racine and Walworth County residents. Each entity provided a percentage of funding. Discussion involved promoting collaboration with libraries and getting word out to regional Workforce Development Boards (which are separate entities from State of Wisconsin Department of Workforce Development -- it is important to understand the distinction).

Martha reported that the final rule came out last week on the Workforce Innovation and Development Act. She reviewed the final rules and a search for "Library or libraries" did not turn up any specific new information. (After the COLAND meeting, Martha received confirmation from DPI legislative liaison that under 678.410 of the Final Rule, public libraries are identified as an entity that may serve as a one-stop partner.) Martha will continue to work on analyzing the final rule. She also reported that she will be meeting with South Central Library System regarding how their libraries are currently working with the the Job Center. She will share information following the meeting. Feedback from survey results will be in a DPI site page. If libraries uncomfortable using a link, DPI will give resource information to put on their sites.

The Milwaukee Workforce Development board director asked that COLAND help facilitate a dialogue with Milwaukee Public Library after M.T. attended the Wisconsin Workforce Development Association (WWDA) meeting in January; M.T. did not know if this was followed up. No outreach has happened yet. Martha is working to reach out to arrange libraries to make connections to the agency. Currently no funding appears to be available. Regarding “One stops – there are a lot of reporting requirements. Affiliates – a lesser partner – must have a trained staff member. John DeBacher explained One Stop. Final rules were [released and published](#) by the Department of Labor on August 19.

M.T. reported that Racine County has teaching capability; this meshes with the American Library Association’s Libraries Transform concept. They are trying to build connections with county agencies and instructing librarians of this and informing county agencies. Martha is working with Workforce Development to see if they can expand resources available (possibly the /Badgerlink sites) to make employment resources available to general public. This depends on negotiations with the Department of Workforce Development. M.T. noted this is not really true; there are regional boards that can partner with libraries on a local level. The State of Wisconsin Department of Workforce Development has oversight/regulatory responsibility over the Workforce Development Boards only. In other words, a regional partnership between libraries and Workforce Development boards can be forged by sharing resources. On the state level, declaring libraries as One Stop Affiliates may or may not work. Collaboration can happen locally. M.T. pointed out libraries open later which is why it is a good partnership with job centers or county resource rooms. Someone commented that the Online Job Center site has links to all public libraries so now need to get link to Job Centers links. John DeBacher remarked that perhaps an updated report on this goal could provide information from libraries that have relationships with their regional job service boards.

Terry Berres and Joshua Cowles provided an update on Goal 3 (*Use existing networking capabilities to communicate goals of COLAND and provide opportunities for these communities to give feedback on their issues and concerns*). They are currently working on ideas for revisions to the COLAND web page, which resides on the Department of Public Instruction Website. Terry noted the COLAND home page <http://dpi.wi.gov/coland> has a main column and left sidebar. The main column contains four sets of links. He suggested that revision start with moving the Overview page <http://dpi.wi.gov/coland/overview> content to the main page. The current main page links could then be moved to the sidebar, added to or consolidated with the links already

there. This process could also be an opportunity for removing some older content. This all could be a gradual, step-by-step process; there is no need to make this a huge project. Chair Cara Cavin asked that COLAND members look at the web page and bring information and ideas to the next meetings. Cara noted that the web page is COLAND's main means of communication, so it needs to be as effective as possible. It can also be a useful tool for recruiting new members. Some of the content is out of date (older literacy reports; link to 2008 Visioning Summit). Any significant changes would need Kurt's approval; John DeBacher suggested that COLAND designate a member to communicate with Roslyn Wise regarding changes.

There was no update from Goal Committee IV (*Encourage the conversations related to ebooks, Cooperative contracts, access to digital information and other information technology developments*), but Martha Berninger reported that it appears state funding for ebooks will not be included as a funding request in the Superintendent's budget. Common school funds will be the primary funding source for the school eBook collection. WiLS and the CESAs are looking for options to fund non-collection aspects of the school ebook project. WISELearn funds may be one possibility. Public library ebook products are now self-funded by libraries and systems. John DeBacher talked about trying to look at additional options for delivery of ebooks; Overdrive is a large collection and includes popular materials but cumbersome to use. Other products may provide an easier option for improving user experience.

## 11. PRESENTATION ON GUNDERSEN HEALTH SYSTEMS ENVISION PROGRAM

*Will return to agenda item 10 later in the meeting.*

Jeff Rich from Gundersen Health Systems gave a presentation of their Envision program. He gave a slide presentation and brought up the following points:

- a. Program began in in 2008 "Energizing Healthcare"
- b. Strong in environmental stewardship; hospitals are very large users of energy
- c. Pillars of program
  - 1) Energy management – this is Gundersen's focus today
    - a) Focus on energy management is because of ties to Envision and health issues and disease. Hospitals are 2.5X more energy intensive than regular commercial buildings, high in cost.
    - b) Wanted to be energy independent but must bring returns.
    - c) Reduce waste (Energy audit identified concerns). Currently saving \$2.6 million per year

- d) Want energy independent campus
- d. Waste management
- e. Recycling
- f. Sustainable design

Following the Environ presentation, Julie Schroeder from Gundersen's Library and Patient Education Services, talked about the evolution of Gundersen from its beginning up to the building and campus of today. Julie led the group on a tour of the "Legacy" facility, accompanied by Melinda Orebaugh, director of libraries for Gundersen. Melinda gave a brief overview of the John and Nettie Mooney Libraries. Among the areas toured were two library spaces in the facility.

Lunch (noon)

Meeting called back to order by Cara 1:05 p.m.

#### 11. RETURN TO AGENDA ITEM 11

##### UPDATE ON PUBLIC LIBRARY SYSTEM REDESIGN STEERING COMMITTEE

COLAND Vice-Chair and Steering Committee member Bryan McCormick provided an update on the System Redesign project. Work groups have all had a couple meetings, getting to know each other and background information. Bryan is the liaison on the Resource Library group; he reported that the workgroup has been looking at contracts and other state models; these have not been very helpful; most states don't have resource libraries like Wisconsin does. This workgroup will meet again in August; their focus will be on what end model is wanted. The full Steering Committee meets next Tuesday, July 12, and again in August. Bryan will get reports on progress of other work groups. Among the topics of discussion will be how the groups communicate amongst themselves and disseminate information to the library community. Points to consider:

- PLSR information website: there will be a quick and easy way for people to ask questions of the WiLS Project Managers, a question submission form
- Looking for ways for blogs to communicate information as well
- Possibly look at some Q&A sessions and virtual town halls
- Also who should be talking to government officials
- Question for the Steering Committee: who should be talking to government officials about this process? And what type of program do we want to have at WLA?

Bryan said he should have a better sense of work progress by next COLAND meeting and some milestone dates are approaching. WiLS representatives will be attend a System Meeting and let system directors ask questions.

## 12. REPORT ON THE COLLABORATIVE SUMMER LIBRARY PROGRAM

Tessa Michaelson Schmidt (DPI), Public Library Youth and Inclusive Services Consultant for DPI, gave a presentation on the Collaborative Summer Library Program (CSLP) (<http://dpi.wi.gov/pld/yss/summer-program>). A one-page PDF about the evolution of the Summer Library Program was included in the meeting packet. Summer library programs date back to 1897 and for years individual libraries nationwide created their own programs. Summer is a time when there are different ways for kids to connect with the library -- libraries can bridge the gap between school years. Tessa reported that the first statewide program in Wisconsin was in 1972; the theme was “Tall Tales” and had a collaboratively produced manual for libraries. In 2001, Wisconsin joined the Collaborative Summer Library Program (CSLP), a multi-state program modeled after the statewide efforts in Minnesota and Wisconsin. The Collaborative Summer Library Program <http://www.csllpreads.org/> started in 1987 and provides material that are flexible, cost-saving, and includes theme art work and materials. Wisconsin public libraries can create individual membership accounts through the CSLP website to access additional online information. DPI provides membership for all Wisconsin public libraries; membership includes manual and website account. Manuals are now online with a password activated PDF.

## 13. DLT STANDING REPORT

John DeBacher reported that the Public Library Development Team is updating and revising the Wisconsin Public Library Standards document. He said that 2016 is the last year for the recommended quantitative data tables in the current version. For example, quantitative standards such as “number of periodical subscriptions” became unrealistic, considering changes in the marketplace over a five year span, to considering more frequent updates. Four groups are working on planning for the Standards review:

- More Community involvement and community interactions
- Review role for libraries in communities, reflecting the Aspen Report
- Four systems funding delayed due to non-compliance
- How to encourage systems and public libraries to get reports in on time. The committee is considering making timely submission a requirement to receive LSTA funds.

John also reported that Mid-Wisconsin now has some staff. Also, two systems, Mid-Wisconsin Federated Library System and Eastern Shores, have agreed to merge. The merger must be approved by their county boards. M.T. Boyle mentioned the need for training for library board

members. Tessa Michael Schmidt clarified the need for how libraries work together and how libraries function together; there is a need for stronger communication through various levels -- "All fit together for a reason."

Martha Berninger reported that WiLS is working with school districts and CESAs as well as vendors on school e-book purchasing. She also reported that BadgerLink resources will be refreshed in July 2017. The budget request will not be increased and they want to be able to retain existing resources. Martha also reported progress on the library media specialist licensing/content guidelines. DPI is close to finalizing a proposal; they intend to give districts needed flexibility by eliminating the requirement for a Masters of Education degree which will make it easier to attract and retain people. Becki George commented on efforts by school districts to move certified teachers into media specialist positions.

#### 14. LEGISLATIVE UPDATE

John DeBacher reported that the legislature is not in session so there is not much to report on the biennial budget. Kurt will be able to discuss more at the September meeting. Besides the request for system aid (required to be requested at the 13% level), and the four library contracts (cost to continue), WISELearn will be at the current level. The State Superintendent will request a change in language related to the WISEdata and WISEdash appropriations to allow use of those funds to also include public libraries. That would allow those funds to be used for training related to data-related projects, as well as software, and may be able to fund some projects to support data sharing among the regional library automation and catalog systems.

On the Federal level, the Every Student Succeeds Act (ESSA) bundles a number of federal programs. The DPI hopes to get additional information from ALA or elsewhere on how the programs may benefit school libraries.

#### 15. UPDATE ON COLAND APPOINTMENTS

Chair Cara Cavin reported that Becki George has been appointed; Becki is in attendance at today's meeting. She also reported that M.T. Boyle and Jess Ripp have been reappointed to new three-year terms and that Laurie Freund has decided not to see reappointment. There are still several vacant seats to be filled.

#### 16. SUGGESTIONS FOR FUTURE AGENDA ITEMS

- Aspen report discussion for September meeting
- Ask Bruce Smith to report on delivery system for November meeting
- Biennial Budget update for September
- Discussion on Work Force Development at September meeting
- Review and get feedback on revised ILL guidelines and a report on the ILL meeting for September
- Review LSTA five-year plan for November

#### 17. FUTURE MEETING DATES AND LOCATIONS

September 9, 2016 – Cedarburg Public Library (phone problem needs to be resolved)

November 11, 2016 – Pulaski School District

January 13, 2017 – Virtual

March 10, 2017 – Janesville Public Library (to be confirmed)

May - TBD

#### 18. REVIEW FOLLOW UP ITEMS

Chair Cara Cavin will draft thank you letters to Melinda Orebough and Jeff Rich

#### 19. ANNOUNCEMENTS

Inform Roslyn Wise of needed updates to membership information on roster

#### 20. ADJOURNMENT

Joan Robb moved to adjourn the meeting; Lisa Sterrett seconded the motion. The motion passed.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Joan Robb, Acting Secretary