



A G E N D A

Council on Library and Network Development

July 8, 2011
10 a.m. – 3 p.m.
Bellin College
Classroom 113
3201 Eaton Road
Green Bay, WI 54311

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| 1. | Call to Order (10 a.m.) | Miriam Erickson, Chair | |
| 2. | Roll Call/Determination of Quorum | Roslyn Wise | |
| 3. | Adoption of Agenda | All | Action |
| 4. | Approval of Minutes for May 13, 2011 meeting | All | Action |
| 5. | Report of the Chair (10:10 a.m.) | Miriam Erickson | Information, discussion, action |
| | a) Correspondence: | | |
| | -- Letter to Governor, Senator Fitzgerald, and Representative Fitzgerald regarding WiscNet funding, for review and after-the-fact approval | Sandra Melcher | |
| | -- Letter to state legislators regarding library maintenance of effort | Miriam Erickson | |
| | -- Email from Robert Zabkowicz, re: DOC Prison Literacy presentation | Sandra Melcher | |
| | -- Other correspondence | Miriam Erickson | |
| | b) Update on Wisconsin Prison Literacy Project | Sandra Melcher | |
| 6. | Visioning Summit Beginnings Report recommendations progress update (10:30 a.m.) | | Information, discussion |
| | a) Update on Summit on School Library Media Specialist Staffing | Steve Sanders | |
| | c) Update on NEW ERA pilot project (statewide access) with Nicolet Federated Library System (NFLS), UW-Green Bay, and St. Norbert's College | Mark Merrifield, Director, Nicolet Federated Library System | |
| | d) Embedded Librarians | Mike Bahr | |

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| 7. | Presentation and tour, Bellin College of Nursing library (11 a.m.) | Cynthia Reinl, librarian, Bellin Health Systems | Information, discussion |
| | Lunch (Noon) | | |
| 8. | Review and approved draft Biennial Report on Condition and Progress of Wisconsin Libraries, 2011-13 (12:45 a.m. – 15 minutes) | Mike Cross | Information, discussion, action |
| 9. | Library Legislation Update (1:00 p.m.)
a. State
b. Federal | Mike Cross, Steve Sanders, Kurt Kiefer | Information, discussion |
| 10. | Update on COLAND appointments for terms ending July 1, 2011 (1:30 p.m.) | Miriam Erickson | Discussion |
| 11. | Nominating committee report and election of COLAND officers for 2011-12 (1:40 p.m.) | Miriam Erickson | Discussion, Action |
| 12. | Suggestions for Future Agenda Items (carried forward from previous agendas) (2:00 p.m.)
a. Changes in education philosophy and the role of library media specialists (September meeting)
b. Villard Square library in Milwaukee (suggested by Sandra Melcher) (November meeting) | Miriam Erickson/All | Information, discussion, action |
| 15. | Future Meeting Dates
a) September 9, 2011 – UW-Madison School of Education (TBC)
b) November 11, 2011 – Villard Square Library, Milwaukee
c) January 13, 2012 – by LiveMeeting | Miriam Erickson, all | Discussion, action |
| 16. | Review follow-up items | Miriam Erickson | Discussion |
| 17. | Announcements | All | |
| 18. | Adjournment (3 p.m.) | Miriam Erickson | Action |

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

Meeting Minutes

July 8, 2011

10 a.m. – 3 p.m.

Bellin College, Classroom 113

3201 Eaton Road

Green Bay, WI 54311

- Members Present: Michael Bahr, Germantown
Mary Bayorgeon, Appleton
Nita Burke, Darlington
Francis Cherney, Milladore
Miriam Erickson, Fish Creek
Bob Koechley, Fitchburg
Doug Lay, Suamico
Jessica MacPhail, Racine
Sandra Melcher, Milwaukee
Cal Potter, Sheboygan Falls
Annette Smith, Milton
Lisa Sterrett, Viroqua
Kris Adams Wendt, Rhinelander
Kristi Williams, Cottage Grove
Ewa Barczyk, Milwaukee
Catherine Hansen, Shorewood
- Members Absent: Lisa Jewell, Madison
Susan Reynolds, Cable
Barbara Arnold, Madison
- DPI Staff Martha Berninger
Mike Cross
Kurt Kiefer
Steve Sanders
Roslyn Wise
- Others: Mark Merrifield, Director, Nicolet Federated Library System
Cynthia Reinl, librarian, Bellin College and Bellin Health Systems

1. CALL TO ORDER

Chair Miriam Erickson called the meeting to order at 10:07 a.m.

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; a quorum was in attendance.

3. ADOPTION OF THE AGENDA FOR TODAY'S MEETING

A motion was made to approve the agenda (could not identify who moved from tape); the motion was seconded. The motion passed and the agenda was adopted.

4. APPROVAL OF MINUTES FROM THE MAY 13, 2011, MEETING

Doug Lay moved to approve the minutes from the May 13 meeting. Lisa Sterrett noted the minutes stated she has submitted her application for reappointment. She said she has not yet submitted her application, although she intends to do so, so the minutes need to be corrected to reflect this. Ewa Barczyk had a question about an item in the minutes related to changes in frequency of the statewide delivery service. Martha responded to her question; no change to the minutes related to the question was applicable. The motion was changed to approve the minutes as amended; Lisa Sterrett seconded the motion and the motion passed.

5. REPORT OF THE CHAIR

Before giving the report of the chair, Miriam Erickson welcomed Mark Merrifield, director of the Nicolet Federated Library System. Mark will give a report later in the meeting.

a) Correspondence: Miriam asked Sandra Melcher to report on the letter sent to Governor Walker, Senator Fitzgerald, and Representative Fitzgerald in support of WiscNet. Copies of the letter were included in the meeting packets. Due to the urgency of the issue, the letter was drafted and sent without prior approval by COLAND. She moved that the letter be approved after the fact; Kristi Williams seconded the motion and the motion carried.

Miriam then reported briefly on the letter to the state legislature in support of the library maintenance of effort requirement. Copies of the letter were included in the meeting packets. Sandra concluded the correspondence report with a brief discussion of an email she received from Robert Zabkowicz of the Department of Corrections (DOC), who participated in a presentation at the May meeting, in response to a thank you email from her. A copy of the email was included in the packets. Sandra noted she had also received an email from Jane Green, the other DOC employee who spoke at the May meeting.

Miriam thanked everyone for the flurry of efforts in support of WiscNet. Mike Cross will give an update on the issue in the legislative report later in the meeting.

b) Update on Prison Literacy Project – Sandra gave an update on recent activities related to the Prison Literacy Project. The DOC reports they have received about 34 books from the

All-Saints church drive in Milwaukee, showing that working with churches on this project is effective. WLA has tentatively approved the project will be the main project for the November convention. Sandra will check on this to confirm. Sandra passed around a sign-up sheet for additional committee members and to work with Bob Koechley's church contacts on their book drive project. She is looking for each person to come up with at least five individuals/groups who will donate to the project. Sandra also reported that DOC has updated the list of suitable books. She will email the list to Roslyn to post on the COLAND website. Emphasis is that books need to be less than three years old.

6. VISIONING SUMMIT BEGINNINGS REPORT RECOMMENDATIONS PROGRESS UPDATE

a) Update on School Library Staffing Summit: Steve Sanders reported that a second draft of the library media evaluation has been posted on the Library Summit Google site. He distributed copies of the evaluation printed from the site. Miriam E. and Annette Smith should have received the link. Annette said she received it yesterday. The group hopes to have something out by the beginning of school. The committee on staff models has been meeting and they have an initial draft. They hope to meet again the second week of August to finish. The communications committee is collecting videos but they are really waiting for the products from the other two committees. The committee on information literacy skills will reconvene when its chair, Kathy Boguszewski, returns from vacation. The goal is to have staffing and job descriptions work out when school starts so the Communication group can get information out. Kurt added he had directed Steve and Nancy A. to integrate the work of each group into the digital learning strategic plan being put together by the Digital Learning Advisory Council, to integrate the new and changing role of library media specialists. Energy needs to be put into the statewide plan. Annette asked if there are members of the planning groups on the Digital Learning Advisory Council (DLAC). Kurt and Steve noted there is overlap – two of the four summit committee chairs are on DLAC.

b) Update on NEW ERA pilot project (statewide access) with Nicolet Federated Library System (NFLS), UW-Green Bay, and St. Norbert's Survey Institute – Mark Merrifield provided a little background on the statewide access committee; he was part of the original committee in 2010 and inherited the lead role when Sally Drew retired. He updated COLAND on the progress of the survey. St. Norbert Strategic Research Institute has been

contracted to do the survey; they are currently finalizing the questions and the survey should be underway by the beginning of August. The next steps will be determined by the survey results. A list of libraries in the area and groups that are involved is being completed. The survey is expected to determine how extensive library service should be. Public schools will be included but they are still working out if the private schools will be involved. The timeline is fluid based on when the results of the survey are in. They are planning a meeting in September of the initial planning group. There are five people on the working committee: in addition to Mark, members are Mike Cross, Rick Krumweide, Paula Ganyard, and a representative from UW-Oshkosh. St. Norbert's will do the sample survey via phone calls. The committee had discussed whether to survey just library users; the decision was made to include both library users and non-users. Catherine Hansen expressed concern about cell only homes, and the survey connecting to enough people. Mark said St. Norbert's will use random phone numbers which will include cell numbers in the survey. Lisa Sterrett asked how electronic resource access will be addressed; Mark said he has not seen the questions yet but he thinks there will be questions related to electronic access in the survey. He expects to see the final questions next week. Responding to the survey will take about 5-7 minutes. Kurt noted that based on St. Norbert's reputation it should be a very high quality survey.

c) Embedded Librarians – Mike Bahr gave an update on the work of the committee (Nita Burke, Jessica MacPhail, Lisa Sterrett and Mike). A bibliography of their research titles was distributed at the May meeting; they have not heard any feedback from COLAND. Several titles have since been added by the committee members; an updated bibliography will be sent to COLAND at a later date. The committee met in Madison a month ago to brainstorm ideas for what “embedded librarian” means. Jessica sent two emails WISPUBLIB but did not get any feedback, which they were hoping for to help shape a response. The committee has read the literature and has identified several sites around the US. Lisa developed a questionnaire and they are doing phone surveys; an update on the results will be given at the September meeting. Mary Bayorgeon noted that Cindy Reinl at Bellin is an example of an embedded librarian. Nita added that the Cornell, Vermont, library has a collaboration with a utility company, state government as an example; the collaboration is the result of a grant that grew out of the stimulus funds and is becoming a model program of what others could do. It is a very small library and they are about to

research green practices for the US energy grid. This is an example of librarians taking skills to help outside the building into the greater community.

8. REVIEW AND APPROVE DRAFT BIENNIAL REPORT ON CONDITION AND PROGRESS OF WISCONSIN LIBRARIES (This item was moved ahead on the agenda; will return to item 7 when Cynthia returns to room.)

Mike Cross reported on the draft 2009-2011 Biennial Report from COLAND, which is updated every two years to reflect recent developments; copies of the draft report were emailed to COLAND members this week. He noted this version is very similar to the previous biennial report (2007-2009). He pointed out that on Page 3 the report notes that total library staffing is going down at the same time usage is going up, although statewide usage rates appear fairly flat due to the fact that some large libraries have reduced their operating hours. He highlighted four new recommendations on the last page (last four items in the list): 1. DLTCL study of library system service requirements and consolidation strategies– also came out of the ebooks summit. 2. Broadband connections for all public libraries and schools that are affordable and meet the growing service needs. 3. DLTCL should study statewide integrated library system. 4. Work on implementing recommendations from ebooks summit to help libraries meet challenges of growth of e-books. He added that a \$1 million pool to start a statewide buying pool of ebooks was announced yesterday. To encourage systems to participate, \$300,000 in LSTA grants will help subsidize system participation, amounting to 30% of the total pool for the first year. Mary B. asked about extending this to other types of libraries; Mike said the next step will be to study whether or not to include other libraries in the pool, but the public library piece needed to be in place first. Martha added they would like to build in a BadgerLink component but there is not plan yet. Funding alternatives need to be considered as resources become more and more scarce. Kurt noted that Martha has just been promoted to director of the Resources for Libraries and Lifelong Learning team and he spoke briefly about her skills being an asset to the process. Mary B. asked about buying pools for e-journals; Kurt agreed the state needs to work together to get buying power for e-journals as well as e-books. Mary noted that e-journals are more important than books to the health sciences libraries and that the prices keep going up. Ewa Barczyk agreed with Mary that prices are going up an average of 7-9 percent each year. Bob Koechley asked about the role of WILS in this cooperative buying. Martha explained that WILS acts as an intermediary between vendors and libraries, but they cannot directly purchase; DPI must

control the RFP (request for purchase) process. Kurt commented that DPI is looking at working more closely with WiLS to leverage their strengths and having strategic conversations to better leverage those relationships. Mike C. added the WiLS will be the fiscal agent for the buying pool and will provide technical support. Lisa Sterrett commented that the technical colleges also have a buying group (WISPALS) and she used both but there is quite a bit of redundancy between the two groups. Martha talked about the need to come together as one Wisconsin market. Catherine H. asked about the difference between WiLS and WPLC (Wisconsin Public Library Consortium). Mike C. talked briefly about the history of WiLS, which is associated with the UW-Madison. It also is a recognized 501C3 organization. It was first organized to support OCLC and facilitate interlibrary loan but got into cooperative purchasing projects. WPLC was formed about 10 years ago. Mark M. was part of the original group that organized WPLC; others involved included Peter Hammond, John Nichols, and Rick Krumwiede. It grew out of conversation around how to move projects forward faster than working through the state, so they decided to create a consortium of the library systems. The topic of E-books, when they first came out, was one of the first projects for the group; they went with Overdrive for this first project. There are 3 to 4 different categories of sizes and the share is based on size. It took about five years to get most of the systems to participate. The WPLC is sort of a “think tank” and can research these new products and can buy examples of new technology as demos for people to try out. They partnered with WILS on projects, as they can get better pricing. WILS also does the management of the group. Ewa is on the WILS board and she talked about WILS providing OCLC services. Then OCLC changed their business structure. Ewa asked that real numbers be associated with the academic and special libraries in the biennial report. Mike explained that getting real numbers for special libraries is almost impossible. She asked for explanation of “numerous.” She also noted that she is concerned about changes to the delivery system. Mike Bahr moved to send a letter to legislators to share the stories about how residents are saving money because libraries are sharing services and buying power and saving money to save our distribution services and provide better access. Kristi Williams seconded the motion, adding that the letter should also go to the Wisconsin congressional delegation. Bob K. suggested adding something about focusing on top priorities. Kurt said the division will be happy to help draft this letter, which should include an explanation of how libraries are creating more value for less cost and cite hard numbers related to BadgerLink, and other similar projects. Referencing the governor’s Waste, Fraud, and Abuse task force, which went to great length

to focus on cooperative efforts like the CESAs, we need to make sure to note how the savings are being reused with the library systems (which function similar to CESAs for libraries). Jessica MacPhail suggested adding the NEW ERA project to the list. Kris Wendt said to be careful NOT to encourage cuts in the language. The motion to send the letter carried.

Bob Koechley moved to approve the biennial report (Wisconsin Libraries, 2010-2011: Progress, Challenges and Recommendations) with added comments that were discussed, Ewa Barczyk seconded. Lisa Sterrett asked about adding something related to WiscNet. Jessica suggested adding “affordable and sustainable.” The motion to approve the report with revisions passed.

7. *(Return to Agenda item 7)* TOUR OF BELLIN COLLEGE

Cynthia (Cindy) Reinl, librarian for Bellin College and the Bellin Health System (BHS) since 1982, welcomed the group to Bellin College. She talked her role with BHS, which is a dual role as a special librarian and an academic librarian, and about the services to the medical professionals and the students. She services Bellin Hospital, Bellin Psychiatric Center, and all of the primary care clinics. She also services all of Bellin College. She is the only full time librarian and she has one part time assistant. Work-study students also help keep resources open evenings. The college library’s hours are set by the administration to meet the needs of the students. The college was the Bellin College of Nursing; it became Bellin College in 2009-2010 when it moved into the new building because it now offers more than just a nursing curriculum. There is now a BS/RS degree in radiologic science, in addition to the nursing students. There are also some basic education classes (business, ethics, and math). The college has a “professional” collection; the hospital collection is geared more to the lay person; it is not staffed by a professional librarian, just volunteers, with a self-checkout system, although Cindy does the “collection development and management.” She is truly an “embedded” librarian because she gives more than one scope of service – service to medical professionals as well as service to students. They use WisCat and BadgerLink, as well as their own catalog system (Julius, names after Julius Bellin, their founder). She followed her brief presentation with a tour of the building and the college library.

Lunch break.

8. *(Return to agenda item 8)* BIENNIAL REPORT (continued)

Immediately upon return from the lunch break, Miriam asked how the biennial report will be distributed. Mike Cross reported that it will be delivered to the legislature and posted on the COLAND web site. Cal Potter moved that the biennial report be distributed to state legislators, the congressional delegation, the governor, the lieutenant governor, the state superintendent, and others. The report will also be posted to the COLAND website, announced in Channel Weekly, and distributed to professional organizations and library system directors via distribution lists. Mike Bahr seconded the motion. The motion passed.

9. LIBRARY LEGISLATION UPDATE

Kurt commented that each of the library team directors will give an update on their areas. Mike Cross reported the state budget is final; it contains a 10% cut to library systems aids and to three of the four state contracts; BadgerLink and the Wisconsin Talking Book and Braille Library were level funded. WiscNET, thanks to a strong lobbying effort, was given a 2-year reprieve. The Maintenance of Effort requirement for public library system membership was eliminated. There is nothing new to report regarding the Federal budget for 2012. Mike also announced that Barb Huntington, DPI's special needs and youth services library consultant has retired; the division will be working to fill the position.

Martha Berninger reported that BadgerLink and Learning Express are funded. She also reported much of the collection at Resources for Libraries and Lifelong Learning will be de-accessioned. An invitation will be sent out to all publicly-funded libraries in the state to come to Madison and select materials to add to their collections. A core physical collection will be maintained and anything left will be offered for sale through the state SWAP program. The state's correctional institutions have also been notified. Martha commented that the staff at RL&LL will be focusing more on online and digital collections. Kurt thanked Martha and the RL&LL staff on their work to move ahead. He also announced that David Sleasman left to take a position out of state.

Steve Sanders reported the TEACH program through BadgerNet was funded in the state budget. This program provides subsidies to school districts for broadband service; hope to

be able to provide 100 MB of service for \$250 per month. The money comes from state universal service fund. He commented on the importance of keeping an eye on this as a way to protect the integrity of fund. He also noted the mandate relief bill was voted down; one of the provisions would have lifted the cap for the Common School Fund and would have allowed 100% of this money be spent on computers (currently allows 25% for computers for the LMS). This was voted down because some representatives believed it did not reflect the constitutional intent of the CSF. This bill may come back at a later time.

Steve noted that on the Federal level, funding for Enhancing Education Through Technology (EETT), which funds about 50% of DPI's Instructional Media and Technology Team, has been eliminated. There does not seem to be much recourse; a bill was reintroduced into the Senate in an effort to keep it alive so it can be inserted into the new education bill. The question now is how to organize the team and the department so as to best provide services to students and educators; the focus will move from grant management to professional development, looking at reorganization rather than cutting. Some areas at DPI saw increases in funding (for example, Title I and Special Education); there is still a need for DPI to do a lot of professional development and there is still a big need for integrating technology into classrooms. Kurt added there is an increasing need for integrating technology into classrooms; DPI is having discussions at the cabinet level related to some funding challenges that need to be addressed.

10. UPDATE ON COLAND APPOINTMENTS

Roslyn reported that she has not heard anything from the governor's office related to COLAND appointments.

11. NOMINATING COMMITTEE REPORT AND ELECTION OF COLAND OFFICERS FOR 2011-12

Mike Bahr, nominating committee chair, reported that he and the other two members of the committee, Mary Bayorgeon and Lisa Sterrett, had chosen a slate of officers. The nominees are Sandra Melcher, chair; Catherine Hansen, vice-chair, and Annette Smith, secretary. He noted their professional biographical information had been sent to COLAND previously as required in the by-laws. Mike moved to approve all three nominees as a unanimous ballot. Kristi Williams seconded the motion put forward by Mike. Miriam called three times for additional nominees from the floor, as is required in the COLAND

by-laws. There were no additional nominations. The motion carried and the slate of officers was approved, to begin their terms following today's meeting.

12. SUGGESTIONS FOR FUTURE AGENDA ITEMS (and locations)

In addition to the items carried forward from previous agendas (Changes in education philosophy and the role of library media specialists for the September meeting, and Library models (anchor store), Villard Square Library in Milwaukee for the November meeting) and the regular on-going reports (NEW ERA project, Prison Libraries, school library summit, other ongoing issues), the following items/locations were suggested:

WiLS presentation for September meeting in Madison (Lisa Sterrett);

New library in Fitchburg (Kristi Williams) – Martha will check into this;

Promega (Bob Koechley);

New Hartford library (Mike Bahr);

Lawrence University (Catherine Hansen);

UW-LaCrosse and the LaCrosse Public Library (Bob K.)

Black River Falls library (Kristi).

13. FUTURE MEETING DATES

September 9, 2011 – to be confirmed; possibly at the UW Madison School of Education

November 11, 2011 – Villard Square Library, Milwaukee

14. REVIEW FOLLOW UP ITEMS

Miriam reviewed items for further action. The biennial report will be distributed to members of the state legislature, the governor, the lieutenant governor, the state superintendent, and the Wisconsin congressional delegation. The report will also be posted on the COLAND website and the link will be announced to professional library organizations and library systems by distribution lists and through Channel Weekly.

A letter is to be sent to state legislators to share the stories about how residents are saving money because libraries are sharing services and buying power and saving money to save our distribution services, noting contributions through BadgerLink, the NEW ERA project, WiLS, and other similar projects, highlighting how savings are being reused in other areas of the library community. The letter will also go to the Wisconsin congressional delegation.

15. ANNOUNCEMENTS

As a follow up to the meeting at Gibraltar last fall and an offer to donate used computers to the Prison Literacy Project, Bob Koechley reported the prisons were not able to accept the computers; an arrangement was then made to donate some of the computers to Messmer High School in Milwaukee.

Miriam thanked the members of COLAND for their work during her time as COLAND chair and she reiterated her commitment to school libraries and student learning for the 21st century, and lifelong learning. She commented that she is proud of the state's education and library systems but acknowledged there are many challenges ahead.

Nita Burke shared information on the Region 7 broadband initiative. There is a planning document posted for public comment. She will send the website link.

Cal suggested Sandra sending one letter to statewide church groups on COLAND letterhead. Mike B. volunteered to help gather the list of groups that would get the information. Bob K. added it be beneficial if the statewide organizations were made aware of the project before they are contacted by their membership. There was also a discussion of a generic press release; the release should put an emphasis on the collection criteria.

16. ADJOURNMENT

Bob Koechley moved to adjourn; Fran Cherney seconded. The motion passed and the meeting was adjourned at 1:35 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Annette Smith". The signature is written in dark ink on a light-colored background.

Annette Smith, Secretary