



A G E N D A
Council on Library and Network Development
July 13, 2012
10 a.m. – 3 p.m.
Jack Russell Memorial Library
100 Park Avenue
Hartford, WI 53027-1585

- 1. Call to Order (10 a.m.) Sandra Melcher, Chair
2. Roll Call/Determination of Quorum Roslyn Wise
3. Welcome to Jack Russell Memorial Library Dorothy Algiers, President, Jack Russell Library Board
4. Adoption of Agenda All Action
5. Approval of Minutes for May 18, 2012 meeting All Action
6. Report of the Chair (10:20 a.m.) Sandra Melcher Information, discussion, possible action
a) Correspondence: Included in packets:
-- Letters to Senators Herb Kohl and Ron Johnson re: LSTA funding; need after-the-fact approval
-- Letter of commendation to Bob Bocher
-- Letters to Lisa Strand, WLA; Mary Jo Boland, WHSLA; and Joel Verduin, WEMTA, re: COLAND appointments
-- Thank you letters to Bruce Smith, Myrna McCallister, and Eileen Schroeder
-- Letter emailed to Steve Lilienthal, re: prison literacy services
-- Other correspondence
b) Update on WI Prison Literacy Project collaboration with WI Council of Churches Bob Koechley Information, discussion, action
7. Beginnings Report recommendations progress update (10:45 p.m.) Mike Bahr, Nita Burke Information, discussion
a) Committee reports: Update on Embedded Librarians and Libraries as Anchor Stores
8. Draft COLAND goals for 2012-13 (11 a.m.) Catherine Hansen Information, discussion

- |     |   |  |                                 |
|-----|---|--|---------------------------------|
| 9.  | Library Legislation Update (11:30 a.m.)<br>a. State<br>b. Federal   | John DeBacher, Steve Sanders, Martha Berninger | Information, discussion         |
|     | Lunch (12 p.m.)   |  |                                 |
| 10. | Presentation and Tour, Jack Russell Memorial Library (1 p.m.)   | Mike Gelhausen, Director, Jack Russell Library | Discussion, possible action     |
| 11. | Rethinking Public Library Staffing and Funding (1:45 p.m.)  | Mike Bahr                                      | Information, discussion         |
| 12. | Update on COLAND appointments for terms ending July 1, 2012 and July 1, 2013 (2:10 p.m.)  | Sandra Melcher                                 | Discussion                      |
| 13. | Nominating committee report and election of COLAND officers for 2012-13 (2:15 p.m.)   | Sandra Melcher                                 | Discussion, Action              |
| 14. | Suggestions for Future Agenda Items (agenda topics for future meetings, with location mentioned if relevant to the agenda topic)  | Sandra Melcher/All                             | Information, discussion, action |
| 15. | Future Meeting Dates and Locations<br>a) September 14, 2012 – UW Oshkosh (suggested by Catherine H.)<br>b) November 9, 2012 -- Madison Public Library, Goodman (South) Branch and visit to SCLS Delivery Service (suggested by Kristi W.)<br>c) January 11, 2012 – Web meeting (TBC)<br>Other suggested venues for future meetings – UW LaCrosse/LaCrosse Public Library (suggested by Bob K.); Black River Falls Public Library (suggested by Kristi W. and Lisa S.) | Sandra Melcher, all                            | Discussion, action              |
| 16. | Review follow-up items  | Sandra Melcher                                 | Discussion                      |
| 17. | Announcements   | All  |                                 |
| 18. | Adjournment (3 p.m.)  | Sandra Melcher                                 | Action                          |

## **COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**

Meeting Minutes  
July 13, 2012  
10 a.m. – 3 p.m.  
Jack Russell Memorial Library  
100 Park Avenue  
Hartford, WI 53027-1585

Members Present: Barbara Arnold, Madison  
Michael Bahr, Germantown  
Ewa Barczyk, Milwaukee (arrived at 10:35 a.m.)  
Mary Bayorgeon, Appleton  
Nita Burke, Darlington  
Frances Cherney, Milladore (arrived at 10:10 a.m.)  
Miriam Erickson, Fish Creek  
Catherine Hansen, Shorewood  
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

Members Absent: Bob Koechley, Fitchburg  
Lisa Jewell, Madison  
Susan Reynolds, Cable

DPI Staff: Martha Berninger  
Walter Burkhalter  
John DeBacher  
Roslyn Wise

1. **CALL TO ORDER**

Chair Sandra Melcher called the meeting to order at 10:00 a.m.

2. **ROLL CALL/DETERMINATION OF QUORUM**

Roslyn Wise called the roll; fourteen members were in attendance at roll call so a quorum was present.

3. **WELCOME TO JACK RUSSELL MEMORIAL LIBRARY**

Dorothy Algiers, president of the Jack Russell Memorial Library Board, welcomed the group. She added that Mike Gelhausen, library director, will give a tour of the building

later in the meeting. Dorothy gave a brief history of the library and talked about the building of the new facility, which opened on October 24, 2011, and was dedicated November 13, 2011. Circulation has increased more than 30% and has issued more than 1200 new library cards. The new building has expanded Internet, 2 meeting rooms, and three study rooms. She talked about the increase in use for the new building and she talked about Jeri Russell, who donated \$2 million in memory of her husband, Jack. An additional \$2.3 million in private donations were also contributed. The city also partnered in the project, providing the balance of the total project cost of \$10.2 million through a 20-year bond which has an interest rate of 2.1%, resulting in a tax increase to area residents of only \$35 per year for the twenty years. She also recognized COLAND member Mike Bahr, who was the architect on the project.

4. ADOPTION OF THE AGENDA FOR TODAY'S MEETING

Miriam Erickson moved to approve the agenda; Kristi Williams seconded the motion, and the agenda was adopted.

5. APPROVAL OF MINUTES FROM THE MAY 18, 2012, MEETING

Barbara Arnold moved to approve the minutes; Kris Adams Wendt seconded the motion. The motion passed.

6. REPORT OF THE CHAIR

a) Correspondence –Sandra noted that the first item on the list was a letter to Senators Kohl and Johnson in support of level funding for LSTA and the Innovative Approaches to Literacy program; these letters were sent by the COLAND chair since the last meeting and require after the fact approval from the membership. Cal Potter moved to approve sending the letter; Miriam Erickson seconded the motion; the motion passed. Sandra reviewed the remaining correspondence listed on the agenda and included in the emailed packets. She commented on the correspondence with Steve Lilienthal; he is a writer for Library Journal and sent an email to DPI asking for information regarding literacy programs for prisoners. DPI referred him to Sandra, who spoke to him on the phone and by email. Sandra also referred him to COLAND member Susan Reynolds. She asked that COLAND also approve this contact; Catherine Hansen moved to approve; Jessica MacPhail seconded, and the motion passed. There was also some discussion about possible letters to WLA members regarding nominations for COLAND appointments.

Sandra commented that she is still waiting for an indication that WLA has notified its membership regarding COLAND. John DeBacher noted that COLAND nominations were discussed at the most recent WLA LD&L meeting. Barbara Arnold added that she will encourage School of Library and Information Science members to apply. There was more discussion about getting the word out for the need for people to apply to be on COLAND. Mike Bahr noted there are now only five people in unexpired terms. Cal Potter gave a brief history of COLAND; someone commented that everyone should make at least three contacts to encourage people to apply to be on COLAND. There was continued discussion about the difficulty in getting people to apply to be on COLAND and in getting the governor's office to make appointments. Martha Berninger noted that she could not find a link to the information about applying to be on COLAND on the COLAND web pages; Roslyn agreed that a link is likely not there and one will be added.

b) Update on Wisconsin Prison Literacy Project: Bob Koechley was not in attendance to give an update on the collaboration with the Wisconsin Council of Churches. Sandra noted that Bob continues to work on the collaboration with the WI COC and the organization plans to advertise the project in their August mailing. She also reported that she has been in contact with the Department of Corrections (DOC) regarding a point of contact for the prison literacy collaboration to replace Bob Zabkowicz. She was contacted by the Deputy Secretary's office at DOC and was told the position will be filled and they will let her know when someone has been hired.

## 7. VISIONING SUMMIT BEGINNINGS REPORT RECOMMENDATIONS PROGRESS UPDATE

a) Committee reports: Update on Embedded Librarians and Libraries as Anchor Stores papers -- Mike Bahr and Nita Burke led the discussion. Mike asked for feedback. Regarding the anchor store concept, Barbara Arnold suggested they include more success stories to more clearly represent the concept in people's minds. There was discussion around the concept of embedded librarians and current writings on the topic in professional journals. Someone noted the concept is not easy for many public librarians to understand in relation to their roles; they are so busy just taking care of their library responsibilities. Because many directors do not come through the SLIS programs, the paper should also be included in professional development opportunities as well as in documents about the role of the director.

Mike commented that is also a staffing issue. Barbara also commented that librarians need to see that their presence at meetings can demonstrate their usefulness as members of the community. Mike added that librarians have special capabilities that are important. Miriam Erickson suggested adding a list of examples on how to get involved in community and service organizations. Martha Berninger commented that education of prospective librarians needs to include advocacy for the library as the place where documents are kept so they can see their role as a community leader; there is a need to train future librarians to see their roles as non-partisan community leaders. Catherine H. added that recent graduates are not going into these roles; Kris Adams Wendt commented that not all library directors are comfortable with letting other staff into these more visible roles. John DeBacher noted that in Wisconsin, directors of small libraries mostly do not have master's degrees; many are part time directors who are overworked, so library boards for these libraries need to help directors fill the community leader roles. Mike B. commented that library boards should add aspects of these skill sets when hiring new directors. John D. mentioned the public library administration guidelines and the Public Library Association's Turning the Page training and the difficulty in incorporating this into community operations. Kris AW commented that directors of small libraries are less likely to go to conferences or be otherwise connected to opportunities to get this information; she wondered about the possibility of possible webinar options for public librarians who do not attend these types of events. Lisa Sterrett asked if a CEU be attached to the community events that public librarians attend so that there is an incentive to attend. Miriam E. suggested LSTA funding for a project to encourage embedded librarianship. Discussion continued with ideas for getting more librarians involved with opportunities to be "embedded." Librarians tend to be introverts who need encouragement to become involved with their communities; mentorship is key. Think of networking as "netplaying." It can be about connecting in fun ways, and not always as work. Mike B. ended the discussion by saying the committee would update the research papers to reflect comments from this discussion.

#### 8. DRAFT COLAND GOALS FOR 2012-13

Catherine Hansen led this preliminary discussion of COLAND goals for 2012-13; she hopes to bring a draft version back to members at the September meeting. She asked for suggestions regarding ongoing responsibilities. Jessica MacPhail volunteered to take

charge of the one library, one card item under 2012-13 Goals and Objectives. Catherine asked again for items related to Ongoing Responsibilities; she would like to review the sections one after the other. Lisa Sterrett suggested changing the two occurrences of “complaints” to “concerns” in item number five. Mike Bahr referenced the LSTA survey that placed COLAND last in importance and he suggested asking the library community what they would like to see COLAND include in their goals. John DeBacher suggested DPI has a survey tool that could be used and sent to list serves such as WISPUBLIB (would want to make sure it included all types of library and network people). There was discussion about getting input through public hearings, for example the public hearings that took place related to COLAND bi-annual report to the State Superintendent. Cal Potter recommended holding these public hearings again. The discussion then briefly turned to the two COLAND-related reports and their due dates. Someone suggested a public hearing to gather ideas for COLAND goals. COLAND could look for ways to schedule sessions at different events to present goals and get people talking; these information sessions could be presented as webinars, conferences, or training sessions. Annette reminded the group that school, academic, and special libraries must be included; Mary noted that having sessions at WLA leave out special library groups such as health services libraries so it is better to have the hearings at COLAND meetings. There was more discussion about how and when to collect input from the library community. Mike B. suggested inviting leadership from the professional library organizations to attend a COLAND meeting. The discussion was refocused on the goals. Catherine looked at the existing goals to see which to keep and specific action items and dates. Mike B. suggested a “champion” for each one. Catherine suggested a new goal for an annual meeting to take place next fall to try to re-engage people. Martha suggested sessions at difference conference. Roslyn reminded the group of the Open Public Meetings rules; Catherine suggested these just be information sessions, not actual COLAND meetings, like the ones held as a follow up to the visioning summit. Catherine said she would get schedules for upcoming conferences and work on a plan to have representation from COLAND to present a session. Catherine then returned to a review of the current goals. Jessica registered concern about the goal related to library district legislation. COLAND needs to wait for a bill to be drafted, then support that bill. Kris Adams Wendt commented that the legislation needs a sponsor in the legislature. John commented that while COLAND did endorse the idea of the legislation, COLAND should not be the entity to seek a sponsor. Mike B. suggested using words like “monitoring,” rather than

“research and make recommendation.” Jessica and Miriam volunteered to champion the One library One card goal. Jessica said she would draft the specifics and bring it back to the next meeting.

Other items mentioned in relation to the goals included the need for a report on the school library summit to include actionable items with timelines at the September meeting. John will address the goal related to ebooks and the Wisconsin Public Libraries Consortium (WPLC). He reported that there was a meeting, but nothing is ready for “prime time” yet. They are still working on content and trying to determine how much local libraries are funding these resources. There is a place on the reports from the local libraries to separate out digital content. John is working on breaking that out into specific categories. He suggested Stef Morrill or Sara Gould as possible presenters on the topic for the November meeting. Lisa Sterrett suggested moving the Common School Fund related goal be moved to ongoing instead of the every year goals. Cal suggested having it under the on-going goals to look at funding for school libraries, and a yearly goal to monitor specific challenges. Members should email additional comments to Catherine. She will make the changes discussed and will bring a draft to the September meeting.

## 9. LIBRARY LEGISLATION UPDATE

John DeBacher reported on DPI’s biennial budget request. The state superintendent will request library system funding at the 13 percent level, the amount that is required by state statute. Currently, library system funding is down to 6 or 7 percent and the bigger concern is it does not get reduced further because at current funding levels services will continue to degrade. DPI will also encourage restoring the 10% across the board cut from last year to get back to the funding levels of 2010-11. DPI is hoping for stability in library funding as it also affects BadgerLink and the state contracts. John also reported that Kurt is working on legislation for digital content and digital learning resources, which will go through state superintendent’s office. Martha reported on proposals for job training resources to assist job seekers, etc. which may be staffed by a librarian or by Department of Workforce Development staff. She reported she is optimistic on retaining funding for BadgerLink; usage increased by more than 500 percent in the most recent biennium. A brief discussion followed about legislative training for BadgerLink and including BadgerLink information in materials for library legislative day.

John introduced Walter Burkhalter to the group; he is the new Public Library Administration consultant at DPI. Martha also announced two new staff at Resources for Libraries and Lifelong Learning: David McHugh is the new BadgerLink Coordinator and Elizabeth Neuman will provide BadgerLink technical support and training. Lisa Weichert, the previous BadgerLink coordinator, has been promoted to Assistant Director of RL&LL. John also reported that Steve Sanders has announced his retirement.

Kris Adams Wendt asked about the status of the Legislative Task for System Responsibilities. John reported that DPI still intends to do this but other issues have come up recently and he has not had time to work on it. Kris asked for a timetable and a structure for the taskforce. She said she needs to know before the WLA LD&L meeting in early August. John explained that the idea for the task force came from the Public Library team and from the digital content issue; he said legislation may need to be proposed this year. He cannot give her a definite date but DPI still hopes to get the taskforce started before the end of the summer, definitely before the end of the year and the initial meeting will take place before fall but that the idea still needs to be presented to and approved by the state superintendent. Kris said she needs to have something to tell the LD&L committee. Martha added that Kurt could give more complete information if he were in attendance but that they would meet with him and get back to COLAND. Kris said she needs to know who will be asked to be on the taskforce, when will they be asked, and what will be discussed. Martha responded that she and John could not give her an answer today. Sandra ended the discussion by welcoming Walter. Cal suggested a DPI budget briefing be included on the September agenda.

#### LUNCH BREAK

#### 10. PRESENTATION AND TOUR, JACK RUSSELL MEMORIAL LIBRARY

Mike Gelhausen, director of the Jack Russell Library, gave a presentation on the library. He talked about the early planning for a new stand-alone library building, which was first discussed in the late 1970s but the idea was dropped in the mid 1980s. In 2002 a potential location for a new library became available. In 2006, a new police chief tried to make the case that a new police department building was a bigger priority but then a private donor gave \$2 million for a new library. Construction began in February 2011 and the library was moved in eight months later. The library worked with Plunkett-Raysich architectural

firm and COLAND member Mike Bahr. Sixty percent of the funding for the new building was from private donations and 40 percent was from the city of Hartford. The library project received the Outstanding Public Project of the Year award from Business Journal because of the large amount of community involvement in building the new facility. Mike G. then led the group on a tour of the new building. Following the tour he briefly talked about the size of the collection; he said they did not weed the collection prior to moving because their materials budget had been cut after they moved. He said the library's friends group had purchased "niceties" such as Legos and games for the children's area but no library materials.

#### 11. RETHINKING PUBLIC LIBRARY STAFFING AND FUNDING

Mike Bahr led a discussion of doing more with less and rethinking public library staffing and funding. He related this to the loss of the library maintenance of effort requirements and he talked about the issue of starting new initiatives and moving forward when there is no staffing or increased funding. He talked about lost opportunities because there is no staff available to provide training. He cited the new Hartford library as an example; the Hartford community had asked for an "Authorizing Station" in the new building so they built the space and bought the equipment, but there is no staffing to train potential users how to use it. He commented that libraries need to be further ahead of the curve and that this is a staffing issue to him; if libraries are to be respected they must be staffed. How might COLAND encourage through legislation or in other ways to increase staffing for all types of libraries. Catherine commented her library started keeping track of questions at the Reference desk and there are not as many reference questions these days – mostly directional type of questions. Maybe clerks should be the ones staffing the desk so the masters-level librarians can be meeting with the community. Mike B. added this is not just about public libraries; the same is true for academic and school libraries as well. Sandra suggested brainstorming on possibilities for alternative means of staffing, for example, at Villard Square library there is no reference desk. Nita added that workflow should be managed for efficiency. Mike said he thinks there is a crisis in funding for staffing and what are mechanisms to find funding. Mike Gelhausen commented that municipalities see retirements as a cost-saving, not as a loss of service. Annette remarked that shifting funding skirts the issue, which is that there are no people. Mike B. responded that statewide ILS would save a lot of money (\$5 million). There was continued discussion about statewide ILS and how that money could be used. Mike B. thinks

COLAND should take the lead on this. The discussion turned to saving money by merging library systems; Kristi W. suggested the state should force struggling library systems to merge; John commented the state does not have the authority to do that. Martha noted that in the next few years DPI will be looking into statewide ILS, which would be a separate group from legislative task force. Sandra said COLAND should continue this discussion at the September meeting. Mary B. added that in the health sciences library world, hospitals are getting rid of librarians in favor of “virtual librarians.” The move is away from librarians sitting at a reference desk.

12. UPDATE ON COLAND APPOINTMENTS AND TERMS ENDING JULY 2011
- Roslyn reported that she had heard from the Governor’s appointments director. They are aware that COLAND appointments need to be made and they are working on them. They have received some applications. Kristi Williams has also been in touch with assistant appointments director. All agreed that COLAND members need to encourage people to apply.

13. NOMINATING COMMITTEE REPORT AND ELECTION OF COLAND OFFICERS FOR 2012-13
- Mike Bahr referred everyone to the Nominating Committee report, sent in an email to COLAND on June 25. Other committee members were Nita Burke and Lisa Sterrett. Their slate of officers: Sandra Melcher, chair; Annette Smith, co-chair; Kristi Williams, secretary. Doug moved to approve the slate of officers; Jessica seconded. Sandra asked three times if there were any nominations from the floor. There were none. Barbara Arnold moved that nominations be closed, Ewa seconded; the motion passed. A vote was then taken to approve the motion to approve; the motion passed.

14. SUGGESTIONS FOR FUTURE AGENDA ITEMS  
(agenda topics for future meetings, with location mentioned if relevant to the agenda topic)

- State Budget report (DPI)
- School libraries report (DPI)
- Goals (input) (Catherine)
- Staffing Funding leadership (needs additional time)
- Update on Leg. Taskforce (John)
- One-Card, One-Library report (Jessica)

Miriam moved to approve the agenda items; Kristi seconded; the motion passed.

15. FUTURE MEETING DATES AND LOCATIONS

- a) September 14, 2012 – UW Oshkosh (Catherine H has confirmed with Pat Wilkinson)
- b) November 9, 2012 – Sheboygan (Cal will coordinate) because this is a library in a potential merge situation. If that does not work, possibly go to Madison Public Library, Goodman (South) Branch and visit to SCLS Delivery Service (suggested by Kristi W.)
- c) January 11, 2013 – Web meeting (TBC)

Other suggested venues for future meetings – UW LaCrosse/LaCrosse Public Library (suggested by Bob K.); Black River Falls Public Library (suggested by Kristi W. and Lisa S.), Sheboygan (Cal suggested), Portage School District (Annette). Also, look at moving around state to get input (May WAPL, March WEMTA), Minoqua for July of 2013.

16. REVIEW FOLLOW UP ITEMS

A suggestion was made to start meetings earlier or to have a working lunch with built-in breaks. There was some discussion and the final decision was to keep the time as is (10 a.m. to 3 p.m.) with a working lunch.

Action Items:

COLAND will send a letter to Steve Sanders congratulating him on his retirement letter when the official date is announced.

17. ANNOUNCEMENTS

Fran gave a brief report of his recent injury and illness.

18. ADJOURNMENT

Doug moved to adjourn; Lisa S. seconded; and the motion passed. The meeting was adjourned at 3:05 p.m.

Respectfully submitted,



Annette Smith, Secretary