

AGENDA

Council on Library and Network Development

May 20, 2016
9:30 a.m. – 2:30 p.m.
Mercer Public Library
Community Center Conference Room
2648W Margaret Street
Mercer, WI 54547

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

- | | | | |
|-----|---|--|---------------------------------------|
| 1. | Call to Order (9:30 a.m.) | Cara Cavin,
COLAND Chair | |
| 2.. | Roll Call/Determination of Quorum | Tom Kamenick,
COLAND Secretary | Information |
| 3. | Welcome to the Mercer Public Library (9:35 a.m.) | Teresa Schmidt,
Director, Mercer
Public Library | Information |
| 4. | Adoption of Agenda | All | Action |
| 5. | Approval of Minutes for March 11, 2016 meeting | All | Action |
| 6. | Report of the Chair
a) Correspondence:
Thank you letter to Mark Mundi
Thank you letter to Altoona Public Library | Cara Cavin | Information,
discussion |
| 7. | Goals Committee Reports | Cara Cavin | Information,
discussion,
action |
| 8. | Update on System Revision Steering Committee | Bryan McCormick,
COLAND Vice-
Chair and Steering
Committee member | Information,
discussion |

9.	WISELearn presentation	Kurt Kiefer	Information, discussion
10.	By-Laws discussion	Cara Cavin	Information, discussion, possible action
11.	Presentation and tour, Mercer Public Library (11:30 a.m.) Noon -- 15 minute break and working lunch	Teresa Schmidt	Information, discussion
12.	DLT Standing Report	DPI staff	Information,
13.	Legislative update	DLT staff; COLAND members	Information, discussion, possible action
14.	WLA Anniversary Event	John DeBacher	Information, discussion
15.	Update on COLAND appointments	Cara Cavin	Discussion
16.	Suggestions for Future Agenda Items:	Cara Cavin	Information, discussion, action
17.	Future Meeting Dates and Locations a) July 8, 2016 -- Gundersen Health Center Library, LaCrosse c) September 9, 2016 -- TBD d) November 11, 2016 -- Pulaski School District Suggested other sites include Cedarburg Public Library, La Crosse Public Library or Lancaster Public Library, Ebling Library for Health Sciences at UW Madison.	Cara Cavin	Discussion
18.	Review follow-up items	Cara Cavin	Discussion
19.	Announcements	All	
20.	Adjournment (2:30 p.m.)	Cara Cavin	Action

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

Meeting Minutes

May 20, 2016

9:30 a.m. – 2:30 p.m.

Mercer Public Library

Community Center Conference Room

2648W Margaret Street

Mercer, WI 54547

Members Present: Terence (Terry) Berres, Franklin
Cara Cavin, Verona
Miriam Erickson, Fish Creek
Laurie Freund, Waukesha
Thomas (Tom) Kamenick, Saukville
Douglas (Doug) Lay, Suamico
Bryan McCormick, Janesville
Kathy Pletcher, Denmark
Jess Ripp, Milwaukee (by telephone – arrived at 9:37)
Joan Robb, Green Bay (arrived at 10:02)
Lisa Sterrett, Viroqua
Kristi Williams, Cottage Grove

Members Absent: Mary Therese (M.T.) Boyle, Burlington
Joshua Cowles, Fond du Lac

DPI Staff: Martha Berninger
John DeBacher
Kurt Kiefer
Ben Miller (by telephone)
Roslyn Wise (by telephone)

Others: Teresa Schmidt, Director, Mercer Public Library
Sherry Machones, Director, Northern Waters Library System
Kay Hendrickson, CESA 4 project coordinator (by phone)

1. Call to Order

Cara Cavin called the meeting to order at 9:35 a.m.

2. Roll Call/Determination of Quorum

Tom Kamenick called the roll; 10 were present so quorum was achieved. Jess Ripp arrived via telephone at 9:37 a.m. Cara Cavin welcomed new COLAND member Lisa Sterrett and introduced COLAND to

Teresa Schmidt, Director of the Mercer Public Library, and Sherry Machones, Director of the Northern Waters Library System

3. Welcome to the Mercer Public Library

Teresa Schmidt welcomed COLAND to the Mercer Public Library

4. Adoption of Agenda

Motion by Miriam Erickson to adopt the agenda, seconded by Kristi Williams. Passed unanimously.

5. Approval of Minutes for March 11, 2016 Meeting

Motion by Kathy Pletcher to approve the minutes, seconded by Bryan McCormick. Passed unanimously.

6. Report of the Chair

Cara Cavin noted that a thank you letter had been sent to the Director of the Altoona Public Library and to Mark Mundi, Racine County Workforce Development Manager.

7. Goals Committee Reports

Kathy Pletcher lead a discussion on Goal Committee 2, pointing to updated documents in the group COLAND folder. Martha Berninger refreshed COLAND on the surveys of public libraries and the centralized website, which should be ready in a month. Kurt Kiefer noted that the U.S. Department of Labor wrote a formal notice encouraging state workforce and job center agencies to partner with libraries on employment in training, and the notice was included in the COLAND meeting materials. He also reported on the spring COSLA meeting in Washington D.C., noting that Governor Scott Walker was a member of the relevant National Governors Association committee.

Kathy Pletcher also asked Sherry Machones how system directors could help. Sherry suggested stressing that this wasn't a lot of new work, but rather was work already being done that needed to be made more visible. John DeBacher, Lisa Sterrett, and Kurt Kiefer made other suggestions, including piggybacking off existing GED programs, COLAND providing literature to system directors to share with libraries, and creating shared discussion space on Google Communities. It was agreed that a joint DPI/COLAND letter be sent to system directors to share among their libraries and that Sherry could send it directly through WLA as well. At 10:02, Joan Robb arrived.

Joshua Cowles was not in attendance so Goal 3 was not discussed.

Joan Robb led a discussion on Goal 4. That committee met with Martha Berninger and Kurt Kiefer in February and set up additional meetings with the Public Library Development Team at DPI. She shared several digital initiatives within public and school libraries, including the Digital Public Library of America, the Recollection Wisconsin Project, and E-Rates. Joan and Kurt Kiefer explained "dark fiber",

the concept of a library or other institution installing their own fiber optic internet cables, which is a large up front cost but can save money in the long run, and federal subsidies incentivizing such infrastructure.

Cara briefly touched on Goal 5's initiatives.

Terry Berres went back to Goal 3 and asked about the revamp of DPI's website, which Kurt Kiefer said had completed.

9. WISELearn Presentation

This agenda item was taken out of order, switched with #8, in order to accommodate an incoming phone call from Kay Hendrickson, the project coordinator leading work on WISELearn from CESA 4

Kay Hendrickson described WISELearn as a web-based portal for professional learning and content for teachers to use in the classroom. The portal will be open for all use and contains both closed source material and open source material that can be freely edited. The open source material will be curated by trained curators, rating its quality. The material can be accessed via a powerful search engine not unlike what sites like Amazon offer. WISELearn is "soft" live now, meaning it is fully functional but hasn't been fully announced.

Kay described three facets of WISELearn. First is WISELearn Resources, the database of standard-aligned classroom content. Second is WISELearn Professional learning, which contains professional learning modules for teachers. Third is WISELearn Social Network, a multi-pronged approach to creating a statewide education community.

Joan Robb suggested that WISELearn be promoted to departments of education in colleges and universities to share with teachers in training. Miriam Erickson asked whether it was Wisconsin only. Kurt Kiefer explained that Wisconsin was building the portal and database, but that the resources could come from anywhere, and states were cooperating to develop consistent curation methods to facilitate easy sharing. Lisa Sterrett suggested contacting the technical colleges' Wisconsin Instructional Design System. John DeBacher and Kurt Kiefer discussed the availability of online classroom technology and individual user accounts to track progress. Kristi Williams asked about the different levels of curation, and Kurt Kiefer explained that Level 1 users would have basic credentials and Level 2 users would be "power users" with advanced credentials. Ideally, he said, Level 2 users would include people with large social circles who could help spread the word. John DeBacher likened it to various credentials for cataloguing.

8. Update on System Revision Steering Committee

Bryan McCormick refreshed COLAND on his presentation last meeting and how leaders and facilitators of the various workgroups had met, reviewed volunteers, and chose members. First phone conversations among the workgroups are scheduled the week of June 6, with face-to-face conversations June 20. WiLS was able to meet a request for centralized databases of reports and other systems' practices. An open

town forum was held at WAPL. Martha Berninger noted that she saw people from large, medium, and small libraries at the forum, including trustees.

Bryan noted the Public Library Systems Revision website had been redone. Kurt Kiefer noted that LSTA had increased funding to the project and DPI was directly involved. He also noted Superintendent Tony Evers was impressed with the processes the PLSR group is using.

Bryan asked Sherry Machones to describe her system, the Northern Waters Library System. She noted the expansive size of the system, encompassing 8 large and sparsely populated northern counties. It is hard to get cooperative ventures between the libraries because of distance, and the rural nature of the area makes for worse internet and cell coverage. John DeBacher noted that areas such as this have widely varying seasonal demands on information infrastructures with large influxes of tourists. Sherry noted that tourists use a lot of library services, including as often the only place they can get wireless internet. Kurt Kiefer discussed Connect America, a federal funding program to build out networks in rural areas, and how Wisconsin is the second biggest requester among the states. He also noted that a Legislative Council study group for the problem was being formed, and asked people to forward suggestions for citizens interested in serving on the group to him.

10. By-Laws Discussion

Cara Cavin noted that the By-Laws had recently been changed to appoint the nominating committee for officer positions sooner and asked for any other areas to change. Hearing none, she noted that Article I, Section 3 states COLAND should have an executive committee, but we don't. Kathy Pletcher pointed out that the language allows, but doesn't require, such a committee, and we haven't needed it. She noted that WLA hadn't used theirs in years, and it could be problematic to overuse because the full group could feel they were losing control and decisions were being made by the select group. John DeBacher suggested that it could be used to write letters or issue documents if COLAND authorized the executive committee to so act. Martha Berninger pointed out that the language referred only to it being used in an "emergency" where quick action was needed. Tom Kamenick suggested that "an emergency" could be changed to "a situation," to general agreement. Tom Kamenick agreed to draft that proposed change to be voted on at the next meeting.

Terry Berres raised a related issue – that outgoing officers lost their power as of June 30, and the new officers being voted on didn't assume their authority until they were voted on at the next meeting in July. Several people joined that discussion. It was suggested that the voting could be done in the May meeting, but the problem with that is technically every July there is a "new" COLAND due to new appointments and reappointments, just like a new legislature, and the new COLAND is entitled to vote for its own officers, not the "old" COLAND. It was noted that the real problem was that the By-Laws did not provide any exigency plan if no officer is in attendance at any COLAND meeting to call the meeting to order and direct business. It was decided that Tom Kamenick should draft a procedure for the immediate appointment of a Temporary Chair in the event that no officer (Chair, Vice-Chair, or Secretary) are in attendance, to be voted on at the next meeting.

11. Presentation and Tour, Mercer Public Library

Before the tour began, the topic of library cards for tourists was discussed. COLAND recessed at 12:27 p.m. for lunch and a tour of the library. COLAND reconvened at 12:55.

12. DLT Standing Report

John DeBacher reported that the New Directors Boot Camp is changing from every other year to every year. The group this year has about 60 people, and they are adjusting offerings, including giving support for directors without a Masters in Library Science. He reminded COLAND that they are working on updating public library standards to align with the Aspen report. He also noted that more libraries than usual had failed to submit or correctly submit their annual compliance reports.

Martha Berninger reported that they had sent a proposed public library records schedule to the Public Records Board, which sent it back with additional suggestions. In particular, it can be simplified and adopt the general retention schedules for more categories of records. She also shared that WiLS is getting additional input on the school e-book project and will share recommendations with DPI in the next few weeks.

Ben Johnson reported that DPI is simplifying WISCAT licensing, which used to have three different licensing periods, which will be consolidated to a single period of one year. He also reported that Wisconsin's ILL system is beating the national benchmark for fill rates.

Martha Berninger also reported that the LMS licensing project continued, and they were on track to share with the professional standards council and DPI in June. She also noted that they were working with the Department of Administration on Badgerlink, including getting input from PLSR on electronic resources.

Kurt Kiefer reported that even though the Badger Converge Network was not finalized yet, they are still encouraging people not to sign long-term contracts because the BCN rates will be good. He reminded COLAND that there are grant opportunities through TEACH for small and rural school districts, including both professional learning opportunities to integrate technology into the curriculum and upgrade infrastructures.

Kurt Kiefer also reported on the state biennial budgeting process. DPI is in the beginning stages of developing a budget request to forward to the DOA. At the moment they are engaging stakeholders to find out what priorities should be. DPI plans on asking for a million dollar increase in WISELearn. They will be requesting the mandatory 13% for public library costs as required by statute, even though it is currently around 6.5%. He noted that there are currently three separate appropriations for software platforms for WISELearn already, with varying requirements and limitations; they are hoping to consolidate them.

Sherry Machones noted that the PLSR workgroups hadn't even started meeting yet, and how DPI would come up with a justify numbers for the PLSR project. Kurt Kiefer mentioned different options, such as

project management and using LEAN and other analyses to estimate. There was a discussion over trying to get funding back to previous levels.

Terry Berres asked if the DLT's subtopics could be placed on the agenda to aid COLAND in following what was being reported on. Kurt Kiefer agreed that would be good, or a separate document that could be passed around.

13. Legislative Update

John DeBacher reported that the tribal college bill passed and was signed by the governor. He reported on progress toward a bill that more comprehensively addresses the problems faced by tribal libraries. He asked Sherry Machones whether anything was happening on the federal level, but she replied that everything was quiet. Cara Cavin asked about the Every Student Succeeds Act, and Kurt Kiefer replied that DPI was gathering input on developing the required plan. Kathy Pletcher reported that the Library Transforms effort had been a success, with over 50 legislators having their photos taken with the poster.

14. WLA Anniversary Event

John DeBacher noted that the committee hadn't met since Legislative Day. They will soon announce a new fundraising event on August 21 in Madison.

Bryan McCormick reported that he was asked by Forward Janesville if they could use a Bookmobile. The group approached the Fire Department for a used ambulance that was planned to be auctioned, and the Fire Department donated it. With donated supplies, money, and services, they retrofitted the ambulance as a bookmobile. Last week they had a well-attended ribbon-cutting ceremony. They plan to, among other things, take it to parks during free lunch events for summer and county fairs.

15. Update on COLAND Appointments

Cara Cavin noted Lisa Sterrett had recently joined, and Becki George, former library tech director in Rice Lake, would be joining in July. Kurt Kiefer reported that they had sought legal opinions on the process of filling COLAND vacancies. The answer they received was that somebody whose term expires and does not wish to be reappointed does not have to formally resign. Roslyn Wise reported that 3 professional and 2 public seats needed to be filled. Kurt Kiefer also noted that anybody whose term expired who wanted to continue serving could do so until replaced.

16. Suggestions for Future Agenda Items

Previously mentioned ideas were reviewed.

17. Future Meeting Dates and Locations

COLAND will meet at a health library for the first time in a long time at La Crosse in July. Suggestions for future dates included the Mayo library in Eau Claire, Janesville, Cedarburg, Viroqua, and Lancaster.

18. Review Follow-up Items

Tom Kamenick and Cara Cavin reviewed items requiring follow up.

19. Announcements

No announcements

20. Adjournment

Motion by Joan Robb, seconded by Kathy Pletcher, to adjourn. The motion passed unanimously and the meeting adjourned at 2:30 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'TKamenick', written in a cursive style.

Thomas C. Kamenick, Secretary