



**A G E N D A**  
**Council on Library and Network Development**

January 9, 2009

10 a.m. until 3 p.m.

Glacial Drumlin School

801 Damascus Trail

Cottage Grove, WI 53527

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| 1.  | Call to Order  | Sandra Melcher, Vice Chair   |  |
| 2.  | Roll Call/Determination of Quorum  | Roslyn Wise  |  |
| 3.  | Welcome to Glacial Drumlin School  | Renee Tennant, Principal, Glacial Drumlin School                     |  |
| 4.  | Adoption of Agenda   | All  |  |
| 5.  | Approval of Minutes for November 14, 2008 meeting  | All  | Action                                   |
| 6.  | Approval of Action Items from November 14, 2008 meeting<br>a) Agenda for November 14 meeting<br>b) Minutes from September 12 meeting | All  | Action                                   |
| 7.  | Presentation on Cottage Grove Library (10:15 a.m.)   | Diane Wiedenbeck, President, Cottage Grove Library Board             | Information                              |
| 8.  | Presentation on State Trust Fund Loan Program and the Common School Fund (10:45 a.m.)  | Tom German, Deputy Secretary, Board of Commissioners of Public Lands | Information                              |
| 9.  | Draft LSTA proposal for study on economic value of school libraries (11:30 a.m.)   | Miriam Erickson  | Information, discussion of future action |
|     | Lunch break (noon)   |  |  |
| 11. | Preliminary discussion of public librarian certification rules (12:45 p.m.)  | Mike Cross, Terrie Howe  | Information, discussion of future action |

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|---|---|------------------------------------|
| 12. Report of the Chair (1:00 p.m.)<br>a) Correspondence<br>b) Vote on adoption of goals for 2008-09<br>(held from November 14 due to no quorum)<br>c) Vote on adoption of revised by-laws<br>(held from November 14 due to no quorum)  | Sandra Melcher  | Information, discussion,<br>action |
| 13. Presentation and discussion about and tour of<br>Glacial Drumlin School library media center<br>(1:30 p.m.)   | Barb Schmidt, Library<br>Media Specialist, Glacial<br>Drumlin Middle School | Information, discussion            |
| 13. Library Legislation Update (2:15 p.m.)<br>a. Federal<br>b. State (update on state budget requests)  | Rick Grobschmidt,<br>Mike Cross   | Information, discussion            |
| 14. Suggestions for Future Agenda Items (2:30<br>p.m.)<br>a) Presentation by representatives from<br>the Public Service Commission<br>(future Madison meeting)<br>b) Access to electronic materials<br>c) Library services in correctional<br>facilities and jails<br>d) History of Wisconsin public libraries<br>(Larry Nix) | Sandra Melcher/All  | Information, discussion,<br>action |
| 15. Future Meeting Locations and Dates<br>a) March 13, 2009 – by videoconference<br>due to in-state travel restrictions for<br>state employees  | Sandra Melcher/All  | Information, discussion            |
| 16. Review follow up items  | Sandra Melcher/All  |                                    |
| 17. Announcements   | All   |                                    |
| 18. Adjournment (3 p.m.)  | Sandra Melcher  | Action                             |
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## **COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**

### **Meeting Minutes**

**January 9, 2009**

**10 a.m. to 3 p.m.**

**Glacial Drumlin School**

**801 Damascus Trail**

**Cottage Grove, WI 53527**

- Members Present: Barbara Arnold, Madison  
Michael Bahr, Germantown  
Mary Bayorgeon, Appleton  
Miriam Erickson, Fish Creek  
Catherine Hansen, Shorewood  
Bob Koechley, Fitchburg  
Sandra Melcher, Milwaukee  
Cal Potter, Sheboygan Falls (participated by phone)  
Annette Smith, Milton (arrived at 10:30 a.m.)  
Kristi Williams, Cottage Grove
- Members Absent: Donald Bulley, South Milwaukee  
Francis Cherney, Milladore  
Lisa Jewell, Madison  
Douglas Lay, Mosinee  
John Nichols, Oshkosh  
Kathy Pletcher, Green Bay  
Susan Reynolds, Cable  
Lisa Sterrett, Viroqua  
Kris Adams Wendt, Rhinelander
- DPI Staff: Nancy Anderson  
Mike Cross  
Sally Drew  
Rick Grobschmidt  
Terrie Howe  
Steve Sanders  
Roslyn Wise
- Presenters and Guests: Diane Wiedenbeck, President, Cottage Grove Library Board  
Tom German, Deputy Secretary, Board of Commissioners  
Renee Tennant, Principal, Glacial Drumlin Middle School  
Barb Schmidt, Library Media Specialist, Glacial Drumlin Middle School

1. CALL TO ORDER

Vice-Chair Sandra Melcher called the meeting to order at 10:15 a.m.

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; nine members were present at roll call (including one member participating by telephone). A quorum was not present at roll call.

3. WELCOME TO GLACIAL DRUMLIN MIDDLE SCHOOL

This item was postponed because Renee Tennant, principal of Glacial Drumlin Middle School, had not yet arrived at the meeting.

4. ADOPTION OF THE AGENDA

Miriam Erickson moved to adopt the agenda for today's meeting as amended; the motion was seconded by Catherine Hansen. Because there was no quorum, a vote to approve could not take place. Approval of this item will be moved to the March meeting.

5. APPROVAL OF MINUTES FROM THE NOVEMBER 14, 2008, MEETING

This item was moved to March 2009 meeting because the minutes were not submitted in time for review by all members.

6. APPROVAL OF ACTION ITEMS FROM NOVEMBER 14, 2008, MEETING

a) Agenda for November 14, 2008, meeting

b) Minutes from September 14, 2008, meeting

Due to the lack of a quorum, a vote to approve these items could not take place. This item will be added to the agenda for the March 2009 meeting.

7. PRESENTATION ON COTTAGE GROVE LIBRARY

Diane Wiedenbeck, President of the Cottage Grove Library Board, gave a presentation on the November referendum to build a library for Cottage Grove. Although the referendum was

defeated, Diane said the group still hopes to build a community library on land adjacent to Glacial Drumlin Middle School. She gave a brief history of the development of a Friends group, which was active from 1998 to 2000 and raised about \$10,000. In 2004, Diane was asked to be part of a committee to discuss planning for a library. An ad-hoc committee of nine members was formed and by January 2005 a library board was appointed, consisting of five people from the Village of Cottage Grove and two from the Town of Cottage Grove. The board looked at 30 sites in 8 locations, and purchased the five-acre parcel adjacent to the school, as well as 1.6 additional acres as investment property. By May 2008, over \$525,000 in capital funds had been donated, with one local business donating \$150,000 over five years. Michael Bahr (COLAND member) created the original design which was 25,570 square feet. There was some backlash because of the size of the design, so he changed the design to 18,000 square feet. In the November referendum, there was a 66%-34% vote against the library, which the board is attributing to the state of the economy and not necessarily a vote against a library. The board is now looking at short term alternatives, including space in existing buildings, although they don't think there are any in the community that would be large enough. They are now hoping to rent space to create a job resource center. The board's public relations committee is working on information materials and they have a website:

[www.cgcommunitylibrary.org](http://www.cgcommunitylibrary.org).

Skip to Item 9 because presenter for Item 8 has not arrived.

9. DRAFT LSTA PROPOSAL FOR STUDY ON ECONOMIC VALUE OF SCHOOL LIBRARIES

(Annette Smith arrived at 10:30 a.m., making a quorum.) Miriam Erickson is working with JoAnn Carr, president of WEMTA, and Annette Smith on a proposal for a study on the economic impact of school libraries to present to the LSTA Advisory Committee for the 2010 cycle. They hope to meet with Keith Curry Lance, a consultant who has done previous school library impact studies. Miriam suggested WEMTA might help with some of the expenses of the study and Barbara Arnold suggested that WLA might also be a source of funding. There was some discussion about whether the consultant they hope to work with has actually done school library economic impact studies. Mike Bahr suggested the committee could work with David Ward (consultant who did the economic impact of public libraries study); Miriam responded that is also a possibility. Sally Drew asked about the underlying hypothesis of the study. Miriam responded that we know the academic impact of school libraries but still need to know the economic importance of school libraries and another piece of the picture to present to school boards. There was some discussion about the potential cost

of the study; and Steve Sanders indicated that the Northstar study on public libraries was about \$70,000. Rick Grobschmidt commented that a group is being formed to create a national coordinated school library annual report. Catherine Hansen asked if there is any way to know whether or not studies like this (particularly the recent public library economic impact study) make a difference. Miriam remarked that it is probably too early in the process to do that. Kristi Williams commented that before undertaking a study, a group must be confident that the results of the study will be positive. Mary Bayorgeon commented that a study like this is just one piece of information to be considered. Barbara Arnold showed the group a letter she received from Senator Erpenbach's office about the Northstar report on the economic impact of public libraries. She asked to have the letter included with the meeting minutes (letter will be put in the meeting file).

#### 8. PRESENTATION ON STATE TRUST FUND LOAN PROGRAM AND THE COMMON SCHOOL FUND

Sandra welcomed Tom German, deputy secretary of the Board of Commissioners of Public Lands (BCPL), who gave a Power Point presentation on the State Trust Fund Loan Program, and passed out folders with information about the BCPL. He also had copies of the BCPL biennial report for those who wanted a copy. He talked about the history of the Common School Fund (CSF), which was the only item to come out of the first Wisconsin Constitutional Convention (the idea of a school fund pre-dated the first state constitution). Wisconsin became the "standard" for other states to follow. When Wisconsin became a state, it received title to the land located in Section 16 in each township for the purpose of supporting public education (Land Grants for Education). Each state also received a half million acres as Internal Improvement land grants; Wisconsin decided to use its half million acres for public education purposes. Most of these lands sold quickly for \$1.25 per acre. Today land sale proceeds account for less than 1 percent of the current principal of the CSF. The fund currently holds over \$760 million dollars and 3,800 acres of land. The principal is invested in state bonds, loans to municipalities and school districts (the State Trust Fund Loan Program), and the State Investment fund. There are statutory investment limitations on the money; it must be invested in "safe" investments (no hedge funds, mutual funds, or stocks). Principal growth comes from receipt of fees, unclaimed properties, and future of receipt of "clear proceeds" as defined by the legislature. This has been a source of concern because over the years the Legislature has redefined "clear proceed." In the beginning CSF would receive virtually the entire fine levied for a speeding ticket. Today, most of the payment for a speeding ticket goes to "other fees and assessments" instead – for example, out of a \$160.50 speeding tickets, the CSF only gets

\$15. There has also been a big increase in the number of “municipal” courts instead of state courts; none of these fines or forfeitures goes to the CSF.

Earnings and aid distributions from the fund have been growing steadily through the years, although there is a slight discrepancy between earnings and distribution amounts because earnings are what the fund has at the end of the fiscal year and distributions are what they expect to have on hand in April. For example, for 2009 there will be \$35.3 million in projected aid and \$36 million in projected earnings. Tom then discussed permanent funds in other states. Even though Wisconsin committed virtually all of the resources at statehood to its education fund, some other states have much larger permanent education funds because they are much richer in natural resources (Texas has \$26 billion in its fund because of oil revenues). Wisconsin is the only state with a school fund that has a limited purpose (to support school libraries); funds in other states are for all school operating expenses.

Mike Bahr commented that he has suggested to representatives from some municipalities that they might be able to borrow money from the State Trust Fund loan program. These entities did not want to use this loan source because they felt they could get better interest rates elsewhere. Tom said that had been true in the past but now the state loan program was more competitive because their short term rates were low, but he did say that some communities want more flexibility than can be found with a revolving loan fund like the state loan program which depends on principal being returned. For example, some communities want interest-only loans for a number of years and then pay the balance in full at the end of the loan (rather than paying back the principal over time). A brief discussion took place about bond ratings and bond markets. Tom commented that the BCPL has good money managers and that, although they don't know what the future holds, they are proud of the fact that they have only needed to adjust their rates once this past fall. Tom indicated that their rates are equivalent to AAA or AA bonds and mentioned that out of every dollar of interest paid, they distribute 96 cents back out to school libraries. The discussion then turned to the application process and what types and sizes of loans are made, and whether or not Wisconsin should be looking at other sources for contributions to the principal balance (such as lottery or gambling proceeds). Rick thanked Tom (and Tia Nelson) for the work they do. He commented that CSF amounts can be found on the DPI's school finance website and that school districts will actually receive checks in May. For many school districts in the state these funds are the only money they have to purchase books for school libraries. According to Steve Sanders, this year's amount is expected to be \$28.38 per student in Wisconsin.

Sandra thanked Tom for his presentation. Tom said they are happy to give presentations all around the state. Steve Sanders then introduced Nancy Anderson, the new school library media consultant for DPI, and introductions all around the table took place.

#### 10. PRELIMINARY DISCUSSION OF PUBLIC LIBRARIAN CERTIFICATION RULES

Terrie Howe distributed copies of the librarian certification rules manual. Mike Cross distributed a handout with significant dates in the history of librarian certification. Mike briefly discussed the manual and the handout, which was put together by David Polodna. Mike talked about the history of the law, which is discussed on page 15 of the manual. Wisconsin was the first state to have a public librarian certification law. Initially the law covered all library employees who spent a major part of their work time in tasks related to librarianship (not just for directors), although there was not enforcement mechanism. Mike discussed the historical milestones. Of particular note was the granting of “lifetime” certifications – there was no continuing education requirement until 1979, but all certificates issued before that time were considered permanent. Also of note, the first recertification manual was published in 1980, the same year that COLAND was established with the responsibility to advise the state superintendent on matters related to public librarian certification. In 1995 there was a significant change in the certification rules which resulted in many complaints and comments. The most significant change was the elimination of the grade 4 certification for library directors in communities less than 2,000 population. Many small communities feared they could not afford a grade 3 librarian. (Librarians with grade 4 certifications were upgraded to grade 3 at the time.) There had been previous (though not as significant) changes in 2000 and 2004.

The last Public Librarian Certification Study Committee was convened in 2004 (listed in the manual); this committee included two COLAND members. After the study committee produced recommendations, COLAND held a public hearing on the proposed changes to the administrative code (which is required for any proposed changes). The process for making changes to the administrative code is followed. Based on findings from the Visioning Summit and other information, the division is proposing to appoint another certification study committee this year to review the administrative code rules. Most likely one or two COLAND members will be included on this committee. There was some discussion about some of the requirements in the current manual (definition of semester credits) and what new requirements might be added. Barbara Arnold suggested that the group should look at the new evidenced based standards being applied to school media directors. There was also some discussion of the numbers of libraries requiring the different



levels of library director certification. This requirement is based on community population; Terrie said she did not bring these statistics to the meeting but can get them. The discussion was ended in time for the lunch break.

Renee Tennant, principal of Glacial Drumlin School, joined the group over the lunch break. She welcomed COLAND members and talked about the school facility, which just opened in September, and serves 800 students in grades 5 through 8. Students come from Cottage Grove and Monona. Fifth graders follow an elementary program and grades 6 through 8 follow a middle school program. A tour of the building is planned for later in the meeting. Renee (with input from Kristi Williams) also talked about the demographics and other general information for the two communities (the town and the village of Cottage Grove).

## 11. REPORT OF THE CHAIR

a) Correspondence – No additional correspondence (other than what was included in packet).

b) Vote on adoption of goals for 2008-09 (held from November 14 due to no quorum) – (A quorum is now determined to be in attendance so this vote can take place.) Mike Cross suggested adding the following to the goals: “COLAND will submit to the state superintendent a descriptive and statistical report on the condition and progress of library services in the state and recommendations on how library services may be improved.” Annette Smith asked the proposed economic development study on school libraries should be included in the goals. Barbara Arnold suggested an item already in the goals that would cover the study. Kristi Williams moved to approve the goals as revised; Catherine Hansen seconded the motion. The goals were approved as revised.

c) Vote on adoption of revised by-laws (held from November 14 due to no quorum) – Several members did not bring their copies of the revised by-laws so Steve Sanders went to make copies. In the meantime, since a quorum was now in attendance, the group went back to item 6 (approval of minutes from September meeting and agenda for November meeting). Miriam Erickson moved to approve the minutes from the September meeting; Bob Koechley seconded the motion; the motion to approve passed. Barbara Arnold moved to approve the agenda from the November 14 meeting; Kristi Williams seconded the motion. The motion passed and the agenda was approved.

The group also voted to approve a motion by Don Bulley, seconded by Bob Koechley, at November 14 meeting to send a letter congratulating the new legislative leadership. The motion was seconded

at the November meeting but a vote could not be taken due to the lack of a quorum. A vote was taken and the motion passed.

Steve Sanders passed out copies of the revisions to the by-laws; Rick Grobschmidt read the revisions for the benefit of Cal Potter, who is attending the meeting by phone. It was determined a typo needs to be corrected in one of the revisions. Mike Bahr voted to adopt the minutes as revised; Barbara Arnold seconded the motion; there was no discussion and the motion passed.

## 12. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt report that the federal LSTA budget has not yet been approved, although the continuing resolution has allowed some LSTA funds to be allocated. The continuing resolution goes through March 2009. DPI has received a partial payment on its LSTA funding and will be able to move ahead on a limited basis with some of the grantees. The LSTA Advisory Committee has approved the participants for the current round for no formal announcement has been made yet. Rick then discussed the President-elect's stimulus package; Obama mentioned school and libraries in his January 8 speech and Rick said some of the text from this speech related to libraries and broadband internet access.

Mike Bahr asked what DPI was doing about collecting projects for funding by the stimulus package. Mike Cross indicated that COSLA is developing a list of public library projects to be forwarded to Obama. Rick clarified that he didn't think this was a direct list of projects to be acted upon, but was going to be used to show level of need.

On the state level, the Legislature was sworn in on Monday, January 5. No bills related to libraries have been introduced or circulated for co-sponsorship yet. The Governor's State of the State address will be on January 28, and his budget address is tentatively scheduled for February 10, although this date might change. Rick also reported on the state hiring freeze, with new hires needing to be okayed by the Department of Administration (currently no positions are being filled). This directly impacts the division because of recent and upcoming retirements at Reference and Loan (three people) and on the Public Library Development team (two people). There will be a delay in filling these positions. There was some discussion about the hiring freeze and about the COSLA survey "shovel-ready" projects for the stimulus package, which is not intended to provide a priority list but just a list to show need for funding.

(Skip to Item 14 -- Tour of school facility (Item 13) will take place after adjournment.

#### 14. SUGGESTIONS FOR FUTURE AGENDA ITEMS

In addition to previously suggested items (listed at the end of this section), the following items were suggested as future topics to be addressed:

- a) Presentation by the Dane County Library Service, to include other library services in other counties and governance issues studies (suggested by Kristi Williams to counter today's presentation by the Cottage Grove Library Board, with input by Barbara Arnold and Mike Bahr)
- b) Presentation about library services to foster families (suggested by Kristi Williams)
- c) Discussion/presentation about literacy in Wisconsin (suggested by Miriam Erickson, also an issue from the Visioning Summit)
- d) Discussion about the crisis in school librarian staffing in schools and in preparatory programs (suggested by Annette Smith)

Items suggested and carried forward from previous meetings:

- e) Presentation by members of the Public Service Commission related to the Universal Service Fund; after some discussion the decision was made to hold off on this presentation for a while.
- f) Discussion of the issue of libraries dropping periodicals, probably due to access to electronic publications, and a review of standards for materials for public libraries.
- g) Library services in correctional facilities.
- h) Presentation by Larry Nix on the Wisconsin Library Heritage project.

#### 15. FUTURE MEETING LOCATIONS AND DATES

Rick talked briefly about the current travel restrictions for state employees which will impact location scheduling for COLAND meetings in the foreseeable future.

- a) March 13, 2009 – By videoconference.
- b) Catherine Hansen suggested the July meeting could occur in Rhinelander.
- c) Group decided to discuss May and July meetings at March meetings.

16. ANNOUNCEMENTS

Sally and Sandra announced that Meredith Wittmann has been appointed as the director of the Regional Library for the Blind and Physically Handicapped, replacing Marsha Valance.

Sandra announced that she is retiring from the Milwaukee Public Library on February 27.

17. ADJOURNMENT

Kristi Williams moved to adjourn; the motion was seconded. The motion passed and the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael Bahr". The signature is written in a cursive style and is placed on a light-colored rectangular background.

Michael Bahr, Secretary