



**A G E N D A**

**Council on Library and Network Development**

January 11, 2013

10 a.m. – 12 p.m.

By Conference Call/Collaborate

Originating from the Wisconsin Department of Public Instruction

125 South Webster Street, Conference Room 349

Madison, WI 53703

- |     |   |                               |  |
|-----|---|-------------------------------|--|
| 1.  | Call to Order (10 a.m.)   | Sandra Melcher, Chair         |  |
| 2.  | Roll Call/Determination of Quorum   | Roslyn Wise                   |  |
| 3.  | Adoption of Agenda  | All                           | Action                                   |
| 4.  | Approval of Minutes for November 9, 2012 meeting  | All                           | Action                                   |
| 5.  | Report of the Chair   | Sandra Melcher                | Information, discussion, action          |
|     | a) Correspondence (in packets):   |                               |  |
|     | • Letter to Gov. Walker and DOA Secretary Huebsch in support of DPI biennial budget request                   |                               |  |
|     | • Letter to newly-appointed DOC Secretary Wall regarding COLAND/DOC collaboration with WI Council of Churches |                               |  |
|     | • Thank you letters to Sharon Winkle and David Weinhold   |                               |  |
| 6.  | Formalize planning for 2013-2014 goals (10:15 a.m.)   | Sandra Melcher, Annette Smith | Information, discussion                  |
| 7.  | COLAND Goals Committee Updates (10:30 a.m.)   | Sandra Melcher,               | Information, discussion, action          |
| 8.  | Report on LSTA 5-year goals (10:45 a.m.)  | Terrie Howe, John DeBacher    | Information, discussion                  |
| 9.  | Visioning Summit Beginnings Report recommendations progress update (11:00 a.m.)                               | Nancy Anderson                | Information, discussion, possible action |
|     | a) Update on School Library staffing workgroups   |                               |  |
| 10. | Library Legislation Update (11:15 a.m.)   | Kurt Kiefer, Nancy            | Information,                             |

|     |   |   |                                 |
|-----|---|---|---------------------------------|
|     | <ul style="list-style-type: none"> <li>a) state</li> <li>b) federal</li> </ul>  | Anderson, Martha<br>Berninger, John<br>DeBacher | discussion, action              |
| 11. | Update report on Wisconsin Library Services (WiLS) (11:30 a.m.)   | Stef Morrill, WiLS director                     | Information, discussion         |
| 12. | <p>Suggestions for Future Agenda Items (11:50 a.m.)</p> <p>(agenda topics for future meetings, with location mentioned if relevant to the agenda topic)</p> <ul style="list-style-type: none"> <li>a) Potential costs for a statewide platform for licensing materials versus 17 systems doing it individually (Martha Berninger, March 2013 meeting)</li> <li>b) Feedback on COLAND Goals survey (Mike Bahr, September 2013 meeting)</li> <li>c) Possible five-year plan related to library education and staffing (suggested by Barbara Arnold for March 2013 meeting)</li> <li>d) Update on Common School Fund and State Trust Fund Loan Program (Tom German, BDPL, future meeting)</li> </ul> | Sandra Melcher/All                              | Information, discussion, action |
| 13. | <p>Future Meeting Dates</p> <ul style="list-style-type: none"> <li>a) March 8, 2013 – Goodman Public Library (South Madison) – still to be confirmed</li> <li>b) May 10, 2013 – Portage High School (confirmed)</li> <li>c) July 12, 2013 – TBD</li> <li>d) September 13, 2013 – Minocqua Public Library (location confirmed by Kris AW but pending due to lodging concerns)</li> </ul>   | Sandra Melcher, all                             | Discussion, action              |
| 14. | Review follow-up items  | Sandra Melcher                                  | Discussion                      |
| 15. | Announcements   | All   |                                 |
| 16. | Adjournment (12 p.m.)   | Sandra Melcher                                  | Action                          |

**COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**

**Meeting Minutes**

**January 11, 2013**

**10 a.m. – 12 p.m.**

**By Conference Call/Webinar**

**Originating from the Wisconsin Department of Public Instruction**

**125 South Webster Street, Room 349**

**Madison, WI 53703**

Members Participating: Barbara Arnold, Madison  
Michael Bahr, Germantown  
Ewa Barczyk, Milwaukee  
Nita Burke, Darlington  
Cara Cavin, Verona  
Joshua Cowles, Fond du Lac  
Miriam Erickson, Fish Creek  
Doug Lay, Suamico  
Sandra Melcher, Milwaukee  
Cal Potter, Sheboygan Falls  
Joan Robb, Green Bay  
Emily Rogers, De Pere  
Annette Smith, Milton  
Patrick Wilkinson, Oshkosh  
Kristi Williams, Cottage Grove

Members Absent: Frances Cherney, Milladore  
Rhonda Gould, Burlington  
Bob Koechley, Fitchburg  
Kris Adams Wendt, Rhinelander

DPI Staff: Nancy Anderson  
Martha Berninger  
John DeBacher  
Terrie Howe  
Kurt Kiefer  
Lisa Weichert  
Roslyn Wise

1. CALL TO ORDER

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

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; 15 members participated so a quorum was achieved.

3. ADOPTION OF THE AGENDA FOR TODAY'S MEETING

Miriam Erickson moved to adopt the agenda as presented, Cara Cavin seconded. Motion approved.

4. APPROVAL OF MINUTES FROM THE NOVEMBER 9, 2012, MEETING

Approval of Minutes delayed until March meeting.

5. REPORT OF THE CHAIR

Correspondence -- Sandra Melcher reviewed the letters in the meeting packet; these are: letter to Gov. Walker and DOA Secretary Huebsch in support of DPI biennial budget request and the letter to newly-appointed DOC Secretary Wall regarding COLAND/DOC collaboration with the WI Council of Churches (500 books were collected by WI Council of Churches and cooperating libraries). Sandra also mentioned the new DOC librarian, Thomas Maloney, will be invited to attend the March COLAND meeting. Finally, she mentioned thank you letters sent to Sharon Winkle and David Weinhold for the November meeting held in Sheboygan.

6. FORMALIZE PLANNING FOR 2013-2014 GOALS

Sandra announced that Annette Smith, COLAND Vice-Chair, will serve as Chair of the 2013-2014 COLAND Goals Committee. Sandra recommended the following timeline for developing the 2013-2014 goals:

- A. Develop a draft of the goals and present it at the May 2013 COLAND meeting
- B. Present the draft for approval at the July 2013 COLAND meeting

Annette asked for volunteers to serve on the 2013-2014 Goals Committee; please send her an email in the next week if you are interested.

7. COLAND GOALS COMMITTEE UPDATES

Sandra Melcher reported that most committees are meeting and will report their findings and recommendations to the Council at the March 2013 and May 2013 COLAND meetings. She asked Committee Chairs to let her know when their respective committees are meeting and to

contact her if there are questions.

8. REPORT ON LSTA 5-YEAR GOALS:

Terrie Howe reported that she spoke with Wisconsin's LSTA program officer in Washington the other day regarding Wisconsin's LSTA evaluation, which is the basis for the paper included in the packets, *Summary of the LSTA Evaluation {2008-2012} & Plan {2013-2017} Conversation with Institute of Museum & Library Services {IMLS} Program Officer*, which she reviewed with COLAND members. Evaluations and plans are due every five years.

Terrie talked how the needs cited in the evaluation were addressed and she also reviewed the needs to be addressed through library services in the next five years and how they will be addressed. She noted that, going forward, the most important community need is utilization of technology and convenient access to quality library services for all residents. Kurt added that DPI is seeking to leverage the advantages that digital technology provides. The medium we are using this morning (for this meeting) is an example of how to reach many people inexpensively. Technology platforms create an opportunity for networking of "smart people" across the state to share information and ideas broadly. This requires participants to say, 'we will jump in and partner with you' to benefit all stakeholders.

9. VISIONING SUMMIT BEGINNINGS REPORT:

a) Update on School Library Staffing Summit workgroups: Nancy Anderson reported on the main two work groups coming out of the staffing summit. She spoke first about the School Librarian Job Description/Program Evaluation Workgroup. A draft job description/evaluation had been completed previously; this is now being revisited and revised. The core group working on this includes four individuals representing Tomahawk, Waunakee, Osceola, and Chequamegon school districts; this working group representing four different-sized districts. As they do their work, additional reviewers will review the information this group pulls together; individuals in the field will be contacted as well. At the same time, Milwaukee Public Schools (MPS) is also working on job description for district librarians, developing a centrally located staffing model. They just received a .2 central budget allocation for each school. Currently the plan is to pool resources and send out staff for more in-depth projects in schools. This was confirmed yesterday. The work group's time initially will be based on five, 8-hour days of work. In February there will be a Collaborate session to discuss the focus

and assess the need for 1 to 2 days for each to develop an understanding of the educator effectiveness models. The workgroup will have access to DPI's Education Effectiveness website as well as additional resources, as well as additional information related to the Danielson and Strong models. The initial work that was done aligned to the Danielson model. There will be another Collaborate meeting scheduled in early March to discuss priorities and needs collected from their professional learning communities; will also be a discussion as to what information will be available to share and what feedback can be collected at WEMTA. Also, on January 9, a group met with DPI's Teacher Licensing director and the consultant who is the main contact for library licensing to discuss obstacles to licenses for library media technology specialists and coordinators and getting them out in the field. A decision was made to update and revise Content Standards for Library Media. They will move forward with job descriptions based on that discussion, in the hope that job descriptions/program evaluation documents will be ready by May, and to share the revised job description and necessary position descriptions by summer. Licensure issues will be revised based on this information.

Nancy next gave an update on the work of the EBook workgroup. She reported that the group has four members representing Arrowhead, La Crosse, Kenosha, and Waukesha and additional members from outlying districts are being sought. A survey will be needed for input and a template has been started; the workgroup will meet in February to set timeline to complete the survey questions and make decisions regarding its implementation. Survey resources will be made available as needed at DPI. Decisions will be made at the meeting about additional support that will be needed to collect information about what is already being done. Nancy recently attended a School Library Journal Summit in Philadelphia, PA, where she received some information about a publisher who might be able to assist with a small pilot; schools to be included in the pilot would be determined by the workgroup. She is also looking at a publisher/distributor called "Brainhive" (similar to Overdrive). There are also other vendors out there. Nancy will also meet with WiLS in early February. The CESA buying consortium is another possibility. The initial group will provide five days of work (as with the previously discussed workgroup), and will determine feedback and input from WEMTA (same as with other group). The workgroup will determine next steps by May.

Nancy also reported the Common School fund workgroup will reconvene in March and the school library website is being updated to include information about the Common School

Fund, the common core state standards (CCSS), as well as other links. She also reported that she, Tessa Michaelson Schmidt from the Public Library Development Team, and two public librarians presented at this year's Wisconsin Library Association about school and public library collaboration. Nancy and Tessa are also working with Barb Novak, literacy consultant at DPI working on the CCSS Implementation Team, on a series of 3 webinars related to Common Core English Language Arts standards and what it means for school and public libraries. The webinars will be archived and linked to the DPI website. Nancy is also working with Janice Mertes, digital learning consultant on the CCSS team at DPI, on instructional pieces for Digital Learning Day. Nancy and Janice also presented information at this year's SLATE (School Leaders for Advancing Technology in Education) conference, a two year old conference which attracts large numbers of school technology folks, including many diverse teams from schools.

10. LIBRARY LEGISLATION UPDATE:

Kurt gave brief remarks regarding pending federal legislation and the pending state budget. John DeBacher said nothing new to report regarding Governor Walker's budget; there will likely be no word until after Library Legislative Day. He did say the governor may give out some hints regarding the proposed budget in his State of the State address, coming up next week. Public library system funding is one critical element in the budget. Regarding the federal budget, the only items addressed by Congress during the "Fiscal Cliff" discussions were increases in tax rates so the "sequestration" issue was put off until the end of February. At this point, Congress is not able to make any budget decisions, so across the board cuts to federal programs of up to 8.2 percent could take place; this would impact LSTA funding. The cuts were anticipated by the LSTA Advisory Committee at their last meeting so they approved funding with an 8 percent reduction. They also suggested possible proposals that could be conducted in case funding comes through at current levels. However, no grants can be awarded without final announcement of funding. Because the federal government has operated on continuing resolutions rather than an actual budget over the last several years, the IMLS might release about a third of the 2013 funds. DPI and the LSTA Advisory Committee will need to make "piecemeal" decisions about what to go ahead with, or the grants that were approved by the committee might be allowed to receive a portion of their funding. DPI has enough carryover funds, achieved through vacancies, so that it can continue funding statewide programs and the staff positions that go along with those programs through the

state's fiscal year (June 30).

Regarding the state budget, John reported that library system aids and the four state contracts (Newsline for the Blind, Milwaukee Public Library ILL, the Talking Book and Braille Library, and the Cooperative Children's Book Center) are all part of the DPI budget request. Martha Berninger added that the link that was included in Sandra's budget letter, which everyone on COLAND should have, provides more details about the state superintendent's budget request. COLAND should feel free to share this information with others.

John added that there are other legislative issues that WLA and WEMTA are putting together for Library Legislative Day, coming up on February 5. Also, DPI has been looking at a possible taskforce to review system responsibilities to make sure they are still aligned with what is necessary in a changed atmosphere, as it has been 35 years since the systems were created. But, DPI needs to wait until the budget process is complete so that current funding is not jeopardized. SRLAAW doesn't want to wait so they will have a retreat the day before Library Legislative Day. They are working with WiLS and Stef Morrill to conduct some surveys and have a couple of webinars with other states that have gone through system restructuring to gather information to share. Follow up and information gathering will take place within the library community. Three DPI staff will attend the retreat and report on it at a future meeting.

John also reported on some other issues of interest. Brown County, which had through some 2006 legislative changes, sent bills to adjacent counties for services to residents who live in areas that don't directly support a public library. The adjacent counties are upset because Brown County doesn't pay any reimbursements. There is also an issue with Outagamie County. Discussion continues about how to address the issues. He also mentioned Hudson and St. Croix counties and the issue of the joint library not meeting its county exemption levels.

Miriam Erickson reported that the issue of "merging of systems" will be a monthly agenda issue on future Nicolet Library System Board meetings and this is an issue that cannot be ignored. John DeBacher added comments about a possible merger between Eastern Shores and Manitowoc/Calumet Library Systems. Waukesha is also another candidate for merger because it is a single county system. He said the systems have been told that DPI will assist



systems with mergers.

Kurt announced the WiscNet Audit report is out. Feedback from the survey indicates quality of WiscNet service is great and cost is incredibly low, and that this is an essential service. Being a membership organization helps keep costs low and saves taxpayers money. Separation from UW shouldn't be difficult to accomplish; he noted that he is a member of the WiscNet board. He encourages COLAND members to read the report.

Kurt also reported that some groups of strategic stakeholders have gotten together to discuss how to address the issue of how to provide affordable access to broadband. In particular, schools are behind in ability to access a digital teaching and learning environment. Under the current environment it will be very expensive to get improved access. Just less than half of Wisconsin public libraries have broadband access at less than 3 MB of service. As more jobs require some technical skills, the need to close the skills gap becomes more and more important. This speaks to the need for affordable and adequate bandwidth in schools and libraries. DPI staff members are carrying these stories of limited access to the decision-makers so they will understand in practical terms. Kurt encourages participants in Library Legislative Day to share these grass roots stories with legislators. John DeBacher will highlight how all sectors of Wisconsin can benefit from high speed broadband.

Sandra asked if there is something COLAND can do to advocate for broadband access. John reported on a meeting with the state superintendent and library leaders where this was discussed. Broadband speed tests are currently being conducted in the schools; libraries will be encouraged to join the Edge Benchmarks testing project.

Cal Potter moved for COLAND to send letters to newly-elected Senator Tammy Baldwin and Congressman Mark Pocan congratulating them on their election and updating them on the importance of library services including broadband issues. The motion seconded by Nita Burke. Motion carried.

Miriam asked about surveying libraries and schools to gather information about their broadband access. John responded this is already being done through the public library annual reports and the speed tests that are currently being conducted in the schools. Kurt added that good data is already available.

11. UPDATE REPORT ON WISCONSIN LIBRARY SERVICES (WiLS)

Stef Morrill gave an update via PowerPoint presentation on the Wisconsin Library Service (WiLS) reorganization. She stated WiLS was created as part of UW-Madison and has been a part of UW for over 40 years. Last year a decision was made to separate WiLS from the university based on funding issues and the need for flexibility in staffing not available through the university structure. Also at issue were changes in opinions about 501c3 organizations on campus. The separation will be complete July 1, 2013. This action is a work in progress; core board members have been helpful in this process. WiLS will still exist and serve the community after June 30. Currently WiLS is located in UW Memorial Library; after separation they will no longer be located on UW campus. They are looking at possible locations. It will be a smaller organization after the reorganization; more focused and more flexible to provide service to members. There be fewer positions and not 1:1 equivalent to current staff; current staff will need to apply for positions after reorganization.

Menu of Services revision developed with assistance from Kathy Pletcher, working with focus groups and survey data. She reviewed the menu of current services and presented a proposed list to board members in November. The most valuable service identified was the cooperative purchasing service so Stef is quite sure WiLS will continue providing this service. Currently they are developing a business model for service; the way services are charged will change. Members will be invited to participate in a business model webinar. Stef emphasized they will be a significantly changed organization, so they will probably have a changed identity with a change of name and branding. She closed with the thought that the more things change...the spirit of what we do will remain the same. Fundamental spirit will be the same. More information is available from the WiLS website or by contacting Stef.

12. SUGGESTIONS FOR FUTURE AGENDA ITEMS:

Sandra reviewed the list of future agenda items:

- a) Potential costs for a statewide platform for licensing materials versus 17 systems doing it individually (Martha Berninger, March 2013 meeting)
- b) Feedback on COLAND Goals survey (Mike Bahr, September 2013 meeting)
- c) Possible five-year plan related to library education and staffing (suggested by Barbara Arnold for March 2013 meeting)

d) Update on Common School Fund and State Trust Fund Loan Program (Tom German, BCPL, future meeting)

In addition to the existing list, the following suggestions were discussed:

e) Sandra said she would like to invite Thomas Maloney, the new central services librarian for the Department of Corrections, to discuss what he is doing in his new position. He is working closely with South Central Delivery Service to have the existing boxes of books sent to DOC.

f) Cal Potter also suggested a tour of SCLS delivery service at the next Madison area meeting.

g) Annette Smith suggested connecting Tom German's presentation with a report from Nancy on the Common School Fund and said this should probably be done during a Madison meeting. Roslyn responded that Tom is agreeable to traveling to a meeting outside of the Madison area.

f) Nita Burke recommended including library staffing from diverse groups (Latino, African American, Asian/Pacific Islander) when Item: C: Possible five-year plan related to library education and staffing is discussed. She will talk to Barbara since it connects to the item she suggested; Nita is willing to review the issue in preparation for the discussion. Barbara asked for clarification on what will be involved in the library education and staffing presentation. Should she identify participants and extend invitations? This was not her intention when she suggested the agenda item. Nita agreed that her intent was to just to get her topic listed as a potential agenda item. After some discussion, it was decided September might be a better time to have this presentation. Sandra said she would work with others to make arrangements for this presentation. Mike Bahr also commented that he had simply suggested Item B and wasn't planning to actually do the work; Annette said she is working on Item B: COLAND goals, and thinks she will have information from the survey by September.

g) Miriam Erickson suggests reviewing the issue of merging library systems later this year.

### 13. FUTURE MEETING DATES

a) March 8 -- location to be confirmed. Kristi Williams will contact Madison Goodman Library and SCLS Delivery Service to determine if the group can meet here.

b) May 10 -- Portage High School library has been confirmed by Annette

c) July 12 -- TBD

c) September – Minocqua Public Library. The meeting is scheduled at a later date (9/20) due to lodging concerns. Roslyn noted concerns about the uncertainty of COLAND

appointments and making lodging reservations (seven COLAND members' terms will expire 6/30/2013). She suggests members apply for reappointment within the next couple months, not wait until July 1.

14. REVIEW FOLLOW-UP ITEMS

Sandra will draft letters to send to the newly-elected Senator Tammy Baldwin and Congressman Mark Pocan congratulating them on their respective elections and updating on importance of library services including broadband issues.

15. ANNOUNCEMENTS

Library Legislative Day is February 5; all COLAND members are encouraged to participate.

16. ADJOURNMENT

Doug Lay moved to adjourn, Kristi Williams seconded. Sandra adjourned the meeting at 11:55 AM.

Respectfully submitted,

A handwritten signature in cursive script that reads "Kristi Williams".

Kristi Williams, Secretary