



A G E N D A

Council on Library and Network Development

July 8, 2005, 10 a.m. – 3 p.m.

Wisconsin Department of Public Instruction

125 S. Webster Street, Room 041

Madison, WI 53707

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|-----|--|--|-------------------------|
| 1. | Call to Order | John Reid, Chair | |
| 2. | Roll Call/Determination of Quorum | Roslyn Wise, DLTC | |
| 3. | Welcome to Department of Public Instruction headquarters (5 minutes) | Rick Grobschmidt, Assistant State Superintendent, DLTC | Information |
| 4. | Adoption of Agenda | All | Action |
| 5. | Approval of Minutes for May 20, 2005 meeting | All | Action |
| 6. | Correspondence | John Reid | Information, discussion |
| 7. | Change to procedure for preparation of COLAND minutes (5 minutes) | Rick Grobschmidt | Information, discussion |
| 8. | Follow up report on Wisconsin Public Library System Size Study (30 minutes) | Louise Robbins, UW-Madison School of Library and Information Studies (to be confirmed) | Information, discussion |
| 8. | Review of COLAND goals for 2004-05 (10 minutes) | Gene Neyhart, vice-chair | Discussion, action |
| 9. | Library Legislation Update (15 minutes)
a. State
b. Federal | Rick Grobschmidt, DLTC | Information, discussion |
| 10. | Preservation of Electronic Documents (item held over from May 20 meeting) (15 minutes) | Sally Drew, DLTC | Information, discussion |

11.	Planning for Biennial Report on Condition and Progress of Library Services in the State (continuation of discussion from May 20) (15 minutes)	Mike Cross, DLTCL	Information, discussion
	Lunch (45 minutes)		
13.	Review Wisconsin Public Library Standards, 4th Edition (15 minutes)	John DeBacher, DLTCL	Information, discussion, action
14.	Update on Early Learning Initiative for Public Libraries publication (15 minutes)	Barb Huntington, DLTCL	Information, discussion
15.	Update on new BadgerNet (15 minutes)	Bob Bocher, DLTCL	Information, discussion
16.	State of Public Library Automation in Wisconsin (15 minutes)	Bob Bocher, DLTCL	Information, discussion
15.	DLTCL Library Team Reports (15 minutes each)		Information, discussion
	1) Public Library Development	Mike Cross	
	2) Instructional Media and Technology	Kate Bugher	
	3) Reference and Loan	Sally Drew	
17.	Nominating committee report and election of COLAND officers for 2005-06	John Reid	Action
18.	COLAND appointments for terms ending July 1, 2005	John Reid	Discussion
19.	Future Meeting Dates	John Reid	Discussion, action
	a) September 9, 2005 – Rice Lake (TBC)		
	c) November 11, 2005 – Platteville (TBC)		
20.	Announcements	All	
21.	Adjournment	John Reid	Action

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

Meeting Minutes

July 8, 2005

10 a.m. – 3 p.m.

Wisconsin Department of Public Instruction

125 S. Webster Street, Room 041

Madison, WI 53707

Members Present: Michael Bahr, Germantown
Mary Bayorgeon, Appleton
Don Bulley, South Milwaukee
Miriam Erickson, Fish Creek
Catherine Hansen, Shorewood
Lisa Jewell, Superior
Bob Koechley, Fitchburg
Pat LaViolette, Green Bay
Douglas Lay, Mosinee
Eugene Neyhart, Sussex
John Nichols, Oshkosh
Kathy Pletcher, Green Bay
Calvin Potter, Sheboygan Falls
John Reid, West Bend
Lisa Solverson, Viroqua
Linda Stelter, Eau Claire

Members absent: Barbara Arnold, Madison
Kris Adams Wendt, Rhinelander
Kristi Williams, Cottage Grove

DPI Staff: Bob Bocher
Kate Bugher
Mike Cross
John DeBacher
Sally Drew
Rick Grobschmidt
Barb Huntington
Roslyn Wise

Guests: Louise Robbins, UW-Madison School of Library and Information Studies

1. CALL TO ORDER

John Reid called the meeting to order.

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; quorum present.

3. WELCOME TO THE DEPARTMENT OF PUBLIC INSTRUCTION HEADQUARTERS

Rick Grobschmidt, Assistant State Superintendent for the Division for Libraries, Technology, and Community Learning, welcomed the group to the Department of Public Instruction headquarters.

He talked about the GEFIII building and the DPI facilities located in there, especially the DPI Professional Library, as well as the other state departments with offices there. He also talked about the state superintendent's recent inauguration and her recent travels.

4. ADOPTION OF AGENDA

Pat LaViolette moved that the agenda for today's meeting be adopted; Kathy Pletcher seconded the motion. The motion passed.

5. APPROVAL OF MINUTES FROM MAY 20, 2005 MEETING

Miriam Erickson moved that the minutes be approved; Kathy Pletcher seconded the motion. The minutes were approved.

6. CORRESPONDENCE

Copies of letters from COLAND to Governor Doyle and the Wisconsin congressional delegation were included in the packets mailed to members prior to the meeting. No incoming correspondence for COLAND was received by John Reid or by the DLTCL since the May meeting.

7. CHANGE TO PROCEDURE FOR PREPARATION OF COLAND MINUTES

In response to a discussion at the May COLAND meeting concerning items which some individuals felt should have been included in the minutes, Rick Grobschmidt explained that the minutes are intended to be a summary of the meeting and are not intended to be a verbatim

transcript record. He turned the floor over to Roslyn Wise, executive staff assistant (ESA) for the DLTCL, who composes the minutes for each meeting. Currently, the ESA emails the draft minutes to library staff at the division and to the COLAND chair and secretary for review. After any changes are made, the minutes are then sent to COLAND members as part of the meeting packet for review and approval at the next meeting. Roslyn told the group that her workload does not allow for preparation of more detailed minutes, so her proposal is to continue to prepare the minutes as always and have them reviewed by division staff. She (the division ESA) will then send the minutes to the COLAND secretary, who will then email the draft minutes to the COLAND membership. COLAND members will respond to the council with any suggested changes; the secretary will incorporate the appropriate changes into the minutes and return the completed minutes to the division ESA for inclusion in the meeting packets. Gene Neyhart moved to adopt the proposed change in procedure, Kathy Pletcher seconded the motion, and the motion passed. There was a discussion of email accounts for COLAND members (currently all members have email addresses, although one member indicated that she is not always able to access hers) and alternatives for providing email accounts for anyone who does not have one.

8. FOLLOW UP REPORT ON WISCONSIN PUBLIC LIBRARY SYSTEM SIZE STUDY

As a follow up to Mike Cross' report at the May 20, 2005, meeting, UW-Madison School of Library and Information Studies (SLIS) Director Louise Robbins continued the discussion of the public library system size study. Jane Pearlmutter, also from the SLIS, headed the study, which they were asked to do on behalf of the DLTCL because of questions that arose from the work of the State Superintendent's Task Force on Library Legislation and Funding. The SLIS study looked first at statistics provided by the libraries. Next they surveyed library systems, then, based on this information they surveyed libraries that are members of systems. Third, they studied demographic trends, including geographic movement with information gathered by UW-Madison GIS (Global Information Systems) classes. They were asked to look at what optimum system size

and configuration might be in terms of both geographic and population size and the kinds and qualities of service provided. There has been much discussion nationally about how to measure quality of service in any kind of library, particularly in an electronic environment; past measures have been geared toward inputs and outputs (number of patron visits, number of books circulated, etc.). Many of the measures used in the past do not work in an electronic environment. There have been a number of service quality measures of academic libraries, but not much has been done for public libraries. Generally accepted rules of thumb have been that reference service improves with size of collection on which one can draw, and that people will only drive a certain distance to get to a library (basically not more than 30 minutes). The study also looked at library systems in neighboring states. In the end they came up with a general recommendation that it would be a good idea to establish a procedure for looking at library systems' sizes and configurations on a regular basis and establish parameters to determine when changes should be made. Specific recommendations for existing systems are for the Arrowhead, Kenosha, and Lakeshore library systems to merge; the Southwest Wisconsin Library System, with a falling population and low per-capita circulation, should consider dividing and merging with adjacent systems; and the Manitowoc-Calumet library systems should be monitored for shifts in population. Louise mentioned that some of the smallest library systems, which were the most important systems for survey purposes, did not respond to the survey.

A discussion ensued regarding how the library systems would respond to the recommendations in the survey, with questions and comments posed by several members of the council. What to do about systems that are geographically quite large but are sparsely-populated presents a particular challenge; a number of the survey respondents felt that their respective systems were too large geographically. Louise talked about the need to find models that work for sparsely populated systems; one possibility might be to establish multiple service centers in different parts of large

systems so that service can be provided more efficiently throughout a system. Discussion also included the need for a study of services provided by systems of various and comparable sizes.

Cal Potter brought up the need for a statutory mechanism to require periodic review of system size and services; now the library community repeatedly “studies” but does not review. Louise comments that a review is not likely to happen unless it is made mandatory. Sally Drew pointed out the fact that there are no consistent factors that can be used for a review. Discussion continued about standards for library service, around the state and nationally. Mike Cross mentioned that there is currently a statutory mechanism for triggering a review of a library system – if 30% of the member libraries representing at least 30% of the system population feel that the system is not meeting their needs then the DLTCL must do a review of the system. He suggested that the statute could potentially be expanded, the wording could be changed, to include the configuration of the system. The discussion moved to comments about the difficulty in finding resources for library staff to participate in continuing education; Michael Bahr commented that most people must pay for their own continuing education on their own time, that library staff who are able to attend continuing education classes during the workday were lucky to have that benefit.

9. REVIEW OF COLAND GOALS FOR 2004-2005

Gene Neyhart passed out copies of the goals for the past year (2004-05) for those who did not bring them from the last meeting (this item was carried over from the May 20 meeting). He briefly reviewed the ongoing goals, highlighting three areas in particular. He commented that by holding meetings at various types of libraries from around the state, he and other members of the Council had been made more aware of the types of problems that exist within the library community. He also commented that he believed COLAND had done a good job in monitoring and actively supporting library budget and legislative initiatives endorsed by COLAND, and in supporting funding and staffing levels for the DLTCL adequate to meet its mission of service to

Wisconsin Libraries. Moving on to the 2004-05 goals, pointed out goals where he felt the Council had made particular progress: supporting adequate funding of the Library Services and Technology Act; endorsing and supporting legislation to implement the recommendations of the State Superintendent's Task Force on Public Library Legislation and Funding; participating in and reviewing the DLTCL's planning for the future of the statewide interlibrary loan and resource sharing network; monitoring, reviewing, and endorsing, as appropriate, the work of the DPI Technology Planning Task Force; reviewing and endorsing the 4th Edition of the Wisconsin Public Library Standards; review and make recommendations concerning the ease of use of BadgerLink and other electronic resources provided by the DLTCL. He also mentioned the report on the condition and progress on library services in the state which is currently in progress. John Reid mentioned the need to look forward to 2005-06 and commented that because he and Gene were both up for reappointment that it might be inappropriate for them to participate in development of the goals. Mike Cross said he would take suggestions and begin working on goals for the new year. Gene commented that he would continue working with Mike to update the goals until he hears whether or not he has been reappointed.

10. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt reported that the new budget has passed through the legislature; it is now in the hands of the governor. The legislature approved all of the governor's recommendations relating to library funding which means there will be increases for BadgerLink and library system aids. The library contracts will be level-funded at the same amount as this year, even though the state superintendent had recommended the contracts be funded at pre-2003 levels. Level funding for the contracts means there will be cuts in services. Sally Drew is currently working on the budget for the contracts to incorporate these cuts. On the federal level, Congress is still discussing increases in funding for LSTA and literacy through school libraries. E-rate is still undecided, although there is a feeling that there will be major changes to the program. Bob Bocher

commented that Congressman Joe Barton from Texas, head of the House Energy and Finance Committee, has not been a supporter of the E-rate program; the FCC is soliciting comments for possible rule-changes; the ALA and the DPI will submit comments. A decision is expected to come out in late summer or early fall; the ALA is anticipating major changes to the program. Regarding state library-related legislation, two bills related to the Common School Fund are working their way through the legislature. AB 40 (can law enforcement retain a greater portion of forfeitures from drug-related offenses) is through the Assembly and has seen some action in the Senate. There is a concern that it might be detrimental to the CSF if law enforcement agencies are allowed to keep more of the proceeds of these forfeitures; how much of an impact is uncertain. AB 152, which will allow county clerks to keep an additional ten percent of fines and forfeitures for administrative overhead. This would double the amount they can currently keep to 20%; if fine is over 30 days they can keep 30%. Passing this bill would have a dramatic effect on the CSF; Rick said the bill was proposed by a group of individual county clerks and is not particularly supported by the County Clerks Association.

Rick also announced that there will be a hearing on July 14 on Assembly Bill 483, which was introduced by Rep. Gottlieb and would eliminate the maintenance of effort requirement for public libraries to participate in a library system. The Milwaukee Journal-Sentinel ran an editorial in support of the legislation. DPI will testify in support of keeping the MOE requirement and asked COLAND members to contact the DLTCL if they have ideas or comments about the MOE legislation. Cal Potter made a motion to send a letter to members of the Assembly Urban and Local Affairs Committee endorsing continued support for the MOE requirement. John Nichols seconded the motion and gave examples to support the need for continued MOE funding. A brief discussion followed on the pros and cons of the MOE requirement and a vote was taken. The motion passed.

Rick also reported on a bill by Sen. Tom Reynolds that is currently being circulated requiring libraries to obtain parental permission for children to check-out R-rated videos. Kathy Pletcher commented that this should be a local policy issue and she would be opposed to the state creating a law that public libraries have to comply with. She moved for COLAND to send a letter to the State Superintendent objecting to the legislation on the basis that this policy should be decided on the local level, through local library boards and communities. Don Bulley seconded the motion; the motion passed.

11. PRESENTATION ON PRESERVATION OF ELECTRONIC DOCUMENTS

Sally Drew reported on several projects that the Reference and Loan Library is involved in related to the preservation of electronic documents and RLL's responsibility for preserving state government documents through the documents depository program which includes 50 libraries. She briefly described the state's documents depository program and RLL's role in the program, which includes 50 libraries statewide, including three state libraries. The intent of the program is to collect everything published for dissemination, to be collected and preserved for access by the public. With the advancement of the Web, fewer documents are being printed and are accessible only while on the Web; they are not being saved or archived after being removed from the Web. RLL staff are working with the University of Illinois Urbana/Champaign on two grant projects (*Capturing E-Publications* project and the *Exploring Collaborations to Harness Objects in a Digital Environment for Preservation* project), and with the Library of Congress on a training needs assessment. Sally handed out copies of an article from the March-April 2005 Channel newsletter which describes the federal projects in further detail. Sally also discussed a digital archive project involving RLL, the Wisconsin Historical Society, and the Legislative Reference Bureau (also described in the Channel article). A discussion followed regarding local level interest in preserving local community business which is becoming increasingly prevalent on the web (more and more community "blogs"), as well as documents such as historical photographs

("photos in the shoebox") which are becoming more rare as digital photography becomes more prevalent. Sally commented that she knows there is interest but little has been done up to now because there has not been a comprehensive approach to preservation of these materials. The discussion turned to asking the Department of Administration for help with the preservation of state electronic documents; Sally explained that DOA is working on a number of electronic consolidation projects but none are for the purpose of information (content) management; no one is managing content on servers, even though DOA has a legal responsibility maintaining and preserving public records. Cal Potter moved that COLAND send a letter to the Department of Administration, with a cc to the Governor and the State Superintendent, expressing concern that there is not enough being done to safeguard the archival and retrieval of public documents. John Nichols seconded the motion. After a brief discussion a vote was taken and the motion passed. Discussion continued until the lunch break over how to "raise the level of consciousness" on the part of the Governor's office, and what methods could be taken to put together a coordinated approach to the preservation of electronic documents.

12. PLANNING FOR BIENNIAL REPORT ON CONDITION AND PROGRESS OF LIBRARY SERVICES IN THE STATE (CONTINUATION OF DISCUSSION FROM MAY 20)

Mike Cross continued the discussion he began at the May 20 meeting on the preparation of the biennial report on library services in the state. The statutes say the report must be submitted by COLAND to the state superintendent by July 1 of every odd-numbered year, but apparently the report has not been produced in over 20 years. The July 1 deadline has already passed but the division will try to have the report ready by the end of the year. The report will include results of a school library media survey currently in process under the direction of Kate Bugher; the results should be complete by late fall. Mike asked for COLAND's input on what to include in the report, to be modeled on a sample report from 1981. The report needs to include major changes and improvements in library services, and statistics such as increases in circulation, interlibrary

loan, and the number of public-access computer stations. The report can also describe current challenges for libraries such as the decrease in state-level index of public library system support, and increases in the cost of periodicals. Kate Bugher added the because of the information available from the school library media impact study, the report will show an accurate picture of school libraries in the state including staffing levels, numbers of certified and non-certified staff, funding levels, and school district budgets. Suggestions from COLAND members include soliciting input from “trusted” legislators, establishing time frames and benchmarks, including statistics to support importance of libraries (more people visit public libraries in a year than all major sporting events combined). Council members also want to include information on children’s programming, specialized library services, public libraries and economic development and quality of life, and the impact of summer reading programs on reading scores. The discussion shifted to determining who would be the audience for the publication. Mike Cross indicated the audience has not yet been determined. Catherine Hansen suggested sending the report to legislators, municipal and county boards, other groups because the report is “telling the story of libraries in Wisconsin.” Bob Koechley pointed to the huge role access to quality libraries play in the growing biotechnology field, that libraries are tied to future economic growth. Other comments concurred with the opinion that libraries are vital to economic growth and quality of life.

RETURN TO ITEM 5

John Reid returned to the issue of approval of the minutes for the March 11 meeting, which were not approved at the May 20 meeting because some members wanted more detail added. Miriam Erickson moved to approve the minutes, Pat LaViolette seconded the motion. The minutes were approved.

13. REVIEW WISCONSIN PUBLIC LIBRARY STANDARDS, 4TH EDITION

John DeBacher, Public Library Administration consultant for the DLTCL, reported on the updates to the Wisconsin Public Library Standards, 4th Edition, which have recently been completed. He passed around a handout of the draft document and gave a brief overview of the history of the document, which is intended to be used as a planning tool for public libraries in the state. The last major revision was initiated by a taskforce in 2000. According to John, the document is meant to be suggestive, not prescriptive. He described the content of the chapters and mentioned that chapters 3 through 7 are unchanged from Mike Cross's report on the standards at the November 2004 COLAND meeting. He reported that the DLTCL is requesting that COLAND consider endorsing the document. After some discussion about the purpose of the document and clarification by Mike Cross, Lisa Jewell moved that COLAND endorse the document. Pat LaViolette seconded the motion. There was further discussion about the accessibility of the document and about an associated on-line tool developed by Outagamie-Waupaca Library System. A vote was taken and the motion to endorse the standards passed.

14. UPDATE ON EARLY LEARNING INITIATIVE FOR PUBLIC LIBRARIES PUBLICATION

Barb Huntington, Public Library Youth and Special Needs consultant for the DLTCL, gave a presentation on the *Early Learning Initiative for Wisconsin Public Libraries*, an LSTA-funded publication that was released in March of this year. She circulated a few copies of the publication for examination by COLAND members; a link to the full-text publication can be found on the Public Library Development Team web site. The publication grew out of an initiative that began about three years ago to make public librarians aware of dramatic changes in information regarding brain development and early learning, made possible by medical imaging technology, and of services public libraries provide that promote early learning. Barb talked about some of the research behind the information in the publication, and, after passing out copies of the table of contents from the publication, she discussed highlights of the sections on "Why Public Libraries Promote Early Learning" and "Sample Programming." She also briefly talked about the next

publication for youth with special needs, which is a parallel publication to an adults with special needs publication that came out several years ago.

15. UPDATE ON NEW BADGERNET

Bob Bocher, Public Library Technology consultant for the DLTCL, reported on the new BadgerNet statewide telecommunications network which will eventually converge data and video onto one network. He provided a handout with background and a progress report on the project, which has been in the works for since about 2001. Bob briefly talked the information in the handout, and a discussion followed regarding participants in the pilot. Lisa Jewell added that UW-Superior is part of the pilot, the start of which coincide with the September 9 COLAND meeting, scheduled for Rice Lake. Because the new video system is radically different from the current version, all of the technology must be in place before the change-over to the network begins. Bob mentioned that for most libraries needing just internet access the change will not be too dramatic; Lisa commented that a couple of tribal libraries had applied to be videoconference sites as part of their TEACH applications. Further discussion centered around vendor negotiations, project costs, and technology issues.

16. STATE OF PUBLIC LIBRARY AUTOMATION IN WISCONSIN

Bob Bocher continued with a report on the status of public library automation in Wisconsin. He provided a handout with description and charts and briefly discussed the information in the handout. The statistics he reported came from information gathered annually by the PLDT. Only 6% of the libraries in the state (covering less than 1% of the state's population) do not belong to a shared system. Bob also briefly discussed an LSTA-funded Shared System Cost Study which will be underway to determine how much it is actually costing libraries to be part of a shared system. The LSTA Advisory Committee approved \$45,000 for the study at their meeting in November 2004; requests for proposals were sent out to potential vendors a while back. Three

vendors responded to the RFP and a letter of intent will be sent to the selected vendor in the next week or so. Bob ended his report with a brief mention of public library internet access; 100% of public libraries now have internet access.

17. DLTLCL LIBRARY TEAM REPORTS

Mike Cross, PLDT director, reported to the group that all Milwaukee County Federated Library System member libraries have renewed their memberships for another 3 years. This announcement comes after four communities in Milwaukee County – Wauwatosa, West Allis, Greenfield, and Brown Deer –held hearings on withdrawing from the system. He also passed out draft copies of the 2005-2006 PLDT Work Plan and briefly discussed the upcoming activities outlined in the document.

Kate Bugher reported on the Instructional Media Technology Team. She provided a handout summarizing the team's current activities. She highlighted the progress of the School Library Impact Research Study, which she reported on at length at the May 20 meeting, and spoke briefly about the other upcoming team activities including From Vision to Practice³ coming up in August, the Evaluating State Educational Technology Programs workshops currently underway, the IMTT Fall Regional Workshops, and Combined Technical Plan Workshops planned for November. Questions from COLAND members related to the progress/timeline in the IMT director search, and possible budget cuts for instructional technology funding. Rick Grobschmidt responded that the position description for the director search will be posted in the near future, and that the delay in posting the position was in part due to concern over the impact of cuts to Title V and Title IID (EETT) funding, as well as an additional cuts to the state budget. He remarked on his appreciation for the work of the IMTT staff during this time without a permanent director.

Sally Drew reported on the activities of staff at the Reference and Loan Library. She announced that bound copies of the Needs Assessment report are available for those who did not get one, and she talked about the Interlibrary Loan Workgroup, which has met twice and has another meeting scheduled for next week. A facilitator has been hired to run these meetings. At the last meeting the group spent most of the time discussing whether or not there should be limitations on interlibrary loans; at the next meeting they will talk about the structure of interlibrary loan, patterns of particular types of libraries, roles of various clearinghouses, and differing types of access to interlibrary loan. Sally did a brief survey on the kinds of task that state library system clearinghouses do and she discovered that there is no single model – they are all different. Next Sally reported on the most recent meeting of the Delivery Services Advisory Committee (DSAC); the main topic of discussion at that meeting was the establishment of a policy as to types of materials sent through the delivery service, and amending the policy related to returns – that interlibrary loan materials can be returned to any participating library, not just the originating library. A brief discussion related to collection of fines followed; Sally reiterated that fines are not an issue with interlibrary loans. DSAC members also discussed the budget issues, and the possibility of creating an interlibrary loan delivery “intersection” with Illinois. The group is attempting to get statistics on how much material goes back and forth at this point. The South Central Library System is considering doing a pilot project with Illinois at their own expense. Sally also mentioned that funding for the Child Care Information Center looks good for the coming year, after some budget concerns last year. Brief discussion followed regarding the status of a delivery system with technical and private colleges; Sally reported that there is service but it is not necessary five days a week. Rick Grobschmidt thanked DLTC staff for all of their help with COLAND and other library-related matters.

18. NOMINATING COMMITTEE REPORT & ELECTION OF COLAND OFFICERS FOR 2005-06

Mary Bayorgeon, nominating committee chair, presented the following slate of officers for consideration: Kathy Pletcher, chair; Donald Bulley, Vice-Chair; Barbara Arnold, Secretary. Pat LaViolette, also on the nominating committee, seconded the presentation of the slate of officers. John Reid asked for nominations from the floor; there were none. Gene Neyhart moved to accept the slate of officers; John Nichols seconded the motion. The motion to accept was passed. Kathy Pletcher, newly elected chair, thanked John Reid, outgoing chair, for his work as chair.

19. COLAND APPOINTMENTS FOR TERMS ENDING JULY 1, 2006

John Reid reported that there is no word from the Governor's office regarding appointments to fill the three terms that expired on July 1.

20. FUTURE MEETING DATES

a) September 9, 2005 – Rice Lake

b) November 11, 2005 – Platteville was briefly discussed as possible location.

21. ANNOUNCEMENTS

Rick Grobschmidt reported that Willeen Tretheway, Audiovisual and Technical Services Librarian at the Reference and Loan Library, was recently honored by the Governor for her service to the state. He also announced that the father of Steve Sanders, Technology Consultant for the Instructional Media and Technology Team, passed away on July 5.

22. ADJOURNMENT

Gene Neyhard moved to adjourn the meeting; John Nichols seconded the motion; the meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara J. Arnold". The signature is written in black ink on a light-colored background.

Barbara Arnold

Secretary