



A G E N D A

Council on Library and Network Development

May 15, 2009, 10 a.m. – 3 p.m.

University Library, LRC Room 107

University of Wisconsin-Stevens Point

900 Reserve Street

Stevens Point, WI 54481

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| 1. | Call to Order | Kathy Pletcher, Chair | |
| 2. | Roll Call/Determination of Quorum | Roslyn Wise | |
| 3. | Welcome to the UW-Stevens Point Library | Kathy Davis, UWSP
Library Director | |
| 4. | Adoption of Agenda | All | Action |
| 5. | Approval of Minutes for March 13, 2009 meeting | All | Action |
| 6. | Preliminary discussion – Biennial Report on Condition and Progress of Wisconsin Libraries, 2008-09 (10:15 a.m. – 15 minutes) | Mike Cross | Information, discussion |
| 7. | Presentation, discussion, and tour of UW-Stevens Point library (10:30 a.m. – 45 minutes) | Kathy Davis | Information, discussion |
| 8. | Report of the Chair (11:15 a.m. – 30 minutes)
a) Correspondence
b) Progress update – One Library One Card | Kathy Pletcher

Sally Drew, Mike Cross, Steve Sanders | Information, discussion, action |
| 9. | Preliminary discussion – Public Librarian Certification Workgroup (11:45 p.m. – 15 minutes) | Mike Cross | Information, discussion |

Lunch break – noon

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|-----|--|----------------------------------|------------------------------------|
| 10. | Update on LSTA proposal for school library media staffing summit (12:45 a.m. –30 minutes) | Steve Sanders,
Nancy Anderson | Information,
discussion, action |
| 11. | Library Legislation Update (1:15 p.m. – 30 minutes)
a. State
b. Federal | Rick Grobschmidt | Information, discussion |
| 12. | Election of nominating committee for COLAND officers for 2009-10 (1:45 p.m. – 30 minutes) | Kathy Pletcher | Discussion, Action |
| 13. | Update on COLAND appointments for terms ending July 1, 2009 (2:15 p.m. – 5 minutes) | Kathy Pletcher | Discussion |
| 14. | Suggestions for Future Agenda Items (2:20 p.m. – 15 minutes)
a) Update on bandwidth in Wisconsin libraries and additional discussion of broadband stimulus proposal and Universal Service Fund
<i>Items suggested and carried forward from previous meetings:</i>
b) Presentation by the Dane County Library Service, to include other library services in other counties and governance issues studies
c) Presentation about library services to foster families
d) Discussion/presentation about literacy in Wisconsin
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 | Kathy Pletcher/All | Information,
discussion, action |

facilities.

h) Presentation by Larry Nix on the Wisconsin Library Heritage project (for future Madison-area meeting).

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| 15. | Future Meeting Locations and Dates (2:35 – 10 minutes)
a) July 10, 2000 – DPI Headquarters, Madison
b) September 11, 2009 – TBD
c) November 13, 2009 – TBD | Kathy Pletcher/All | Information, discussion |
| 16. | Review follow up items (2:45 p.m. – 5 minutes) | Kathy Pletcher/All | |
| 17. | Announcements (2:50 p.m. – 10 minutes) | All | |
| 18. | Adjournment (no later than 3 p.m.) | Kathy Pletcher | Action |

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

Meeting Minutes

May 15, 2009

10 a.m. to 3 p.m.

University Library, LRC Room 107
University of Wisconsin-Stevens Point
900 Reserve Street
Stevens Point, WI 54481

Members Present: Barbara Arnold, Madison
Mary Bayorgeon, Appleton
Donald Bulley, South Milwaukee
Francis Cherney, Milladore
Catherine Hansen, Shorewood
Bob Koechley, Fitchburg
Douglas Lay, Mosinee
Kathy Pletcher, Green Bay
Cal Potter, Sheboygan Falls
Susan Reynolds, Cable
Lisa Sterrett, Viroqua
Kris Adams Wendt, Rhinelander
Kristi Williams, Cottage Grove

Members Absent: Michael Bahr, Germantown
Miriam Erickson, Fish Creek
Lisa Jewell, Madison
Sandra Melcher, Milwaukee
John Nichols, Oshkosh
Annette Smith, Milton

DPI Staff: Nancy Anderson
Mike Cross
Sally Drew
Rick Grobschmidt
Steve Sanders
Roslyn Wise

Presenters and Guests: Kathy Davis, director, UW-Stevens Point Library

1. CALL TO ORDER

Kathy Pletcher, chair, called the meeting to order at 10:07 a.m.

2. ROLL CALL/DETERMINATION OF QUORUM

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

3. WELCOME TO THE UW-STEVENSON POINT LIBRARY

Kathy Pletcher introduced Kathy Davis, who is beginning her fifth year as director of the UW-Stevens Point Library. Kathy D. welcomed the group and talked briefly about the library and the museum collections that are also located in the building.

4. ADOPTION OF THE AGENDA FOR MAY 15, 2009

Kathy Pletcher noted she will be adding an item to the agenda under the Report of the Chair; the item is a report by Barbara Arnold on her attendance at a presentation by the group, Wisconsin Way. Doug Lay moved to the agenda; Catherine Hansen seconded the motion. The motion passed.

5. APPROVAL OF MINUTES FROM THE MARCH 13, 2009 MEETING

Catherine Hansen wanted to add a comment related to an item in the minutes; she wants to make sure all relevant schools are included in a potential discussion on library education programs. After some discussion it was determined an amendment to the minutes was not necessary as this was not something that was brought up at the March meeting but an item that could be included with future agenda planning. Barbara Arnold put forth a motion to approve the minutes as submitted; Kristi Williams seconded the motion. The motion passed.

6. PRELIMINARY DISCUSSION – BIENNIAL REPORT ON CONDITION AND PROGRESS OF WISCONSIN LIBRARIES

Mike Cross passed around copies of the previous Biennial Report dated January 2007. He talked briefly about the report, which is required under Wisconsin state statutes to be submitted to the state superintendent on or before July 1 of each odd-numbered year. He asked COLAND members to submit their suggestions for updates to the report; DLTCL staff will bring the updated report to the next COLAND meeting for their approval. He pointed out sections of the previous report that need to be updated, specifically the section on current challenges, some of which are still being faced by Wisconsin libraries. He asked COLAND members for suggestions as to challenges currently being faced; specifically mentioned were special libraries are continuing to be closed, and how the closing of state agency service centers around the state is impacting libraries (more people are using public libraries because of this). Other items suggested for the report are results of the library

economic impact study and outcomes from last year's visioning summit. A couple of people made comments about information contained in the current report and asked for clarification. The report's audience is the state superintendent but it is also distributed to members of the governor, the state legislature, public and school libraries. It is also posted on the COLAND web site. The suggestion was made to include school district administrators in the distribution. Kris Adams Wendt asked to include copies in the Wisconsin Library Association legislative day packets. Rick Grobschmidt said draft copies of the updated report would be sent to COLAND members for review prior to the July meeting.

7. PRESENTATION, DISCUSSION, AND TOUR OF UW-STEVENSON POINT LIBRARY

Kathy Pletcher once again introduced Kathy Davis, director of the UW-SP library for the last four years, who gave an overview of the library and the building that houses it. Kathy D. oversees the entire building which also holds some other university departments such as Information Technology, the Tutoring and Learning, the Assistive Technology, and Peace Studies, although she does not oversee these other departments. UWSP has about 9,000 students; the library has about 40 regular staff and approximately 100 student employees. When she came to the library four years ago she immediately saw the need to update the library and its programs to place more of an emphasis on accessing resources rather than just a library. About a year ago she began a strategic planning process; at the end she brought in a team of experts from around the state to evaluate their self-study and give their input. Now she is in the planning stage and working on what to do with all of the information that was collected in the process. During the last four years, they have added the café to the library and a number of work spaces throughout the library with various types of technology available. They also added examples of student and faculty art throughout the building and obtained new furniture. At the end of her presentation she led the group on a tour of the facility.

8. REPORT OF THE CHAIR

a) Correspondence – No additional correspondence (other than what was included in packet). Catherine Hansen did not like having copies of all of the letters included in the packets; she would prefer to have PDFs emailed. The requirement that every member of COLAND receive a copy of all correspondence is the reason all of these have been included; in the future COLAND members will receive a sample of each letter with a list of all recipients in their packets, unless and until someone requests otherwise. Not all COLAND members have equal access to email so hard copy packets will continue to be mailed.

b) Progress Update for One Library One Card – Sally Drew distributed a handout with a timeline of the discussion and planning for the project. She said it is already getting some discussion among library groups; she said there is a certain amount of momentum resulting from discussions at the Visioning Summit, with several variations. Because COLAND wants this started before 2010, the committee will start meeting in 2009, although no one knows where the \$13,000 needed for the project will come from. The group will be formed sometime during the summer and a facilitator will be hired; some of the names for the group will be pulled from the Visioning Summit list. LITAC will also look at the issue. COLAND wanted to focus on public libraries; the LSTA Advisory Committee did not want to focus solely on public libraries. There is some skepticism among the public library community. There was some discussion about existing models around the state. Sally noted that at this point they are talking about a voluntary program. Cal Potter commented on the need to have something to point to as an accomplishment from the Visioning Summit happen without too much more time passing. Sally talked about the difficulty in making something happen quickly, noting there would even need to be a change in statutes to involve the Milwaukee County Federated Library System. Kathy Pletcher commented that there had been a lot of support at the visioning summit. Sally also noted the LSTA Advisory Committee, although supportive of a “statewide library access concept,” did have a problem with the concept of a “single card.” There are too many technical issues involved with making a “single card” system work for all libraries, but libraries in resort communities have been able to find a way to allow access by people from different areas.

The system does not necessary need to be electronic; each library could have its own “passport” to services. Bob Koechley suggested maybe COLAND should just come up with the plan and let somebody else work out the technical issues. Kathy remarked that COLAND should invest its time in getting the vision to work, not the technical problem. Sally commented that she is not trying to take that away from COLAND she is just trying to communicate to them how the discussion will need to proceed to find agreement on the protocols first. Susan Reynolds commented that she thought it should be all or nothing if the program is to be publicized (puts pressure on libraries to participate). Kathy suggested some kind of branding logo to be posted at libraries to indicate participation. Kris Adams Wendt suggested that after the program foundation is built, legislative agreement for a one-time cash “infusion” to libraries might make participate at the local level more likely. Fran Cherney brought up the issue of reimbursements between participating libraries. Bob noted that many systems have cards for use within the systems; Mike Cross pointed out that cross-border use is the problem because some counties would see significant increases in library use without corresponding increases in reimbursement. Sally reiterated that a fairly large amount of money has been committed to this project over the next two years, and the division intends to commit staff time. Mary Bayorgeon commented that for special libraries, creating temporary cards does not cost much and is easily done. Kathy added that the more people use libraries, the more protected libraries will be. Sally suggested that COLAND members submit suggestions for individuals to be involved on the committee. There was more discussion about the importance of creating the big picture and worrying about the details later.

An additional report by Barbara Arnold on her attendance at a recent Wisconsin Way conference was added at the conclusion of the chair’s report. Barbara distributed a handout providing an overview of the group’s activities and a description of the proceedings at the conference she attended, which was held in Madison. She encouraged COLAND members to become involved with the organization.

9. PRELIMINARY DISCUSSION – PUBLIC LIBRARIAN CERTIFICATION WORKGROUP

Mike Cross reported on the upcoming update on the Wisconsin Public Librarian Certification Guidelines. He noted that COLAND has a statutory role in to play in the development of standards for public librarian certification and someone from the Council will be appointed to the soon-to-be announced workgroup to review the current rules and guidelines. The group will begin work this summer. The last time the guidelines were updated, two COLAND members were part of the workgroup. Mike doesn't think it is necessary to have two members for the current review group but would like to have at least one person represent COLAND. The workgroup will review the current guidelines and make recommendations. Other members of the workgroup would be individuals who work with continuing education at the system level. In the past, representatives from the two state library schools (UW-Madison and UW-Milwaukee) have not been a part of the committee but have been invited to the meetings. For the new workgroup, they could follow past practice or could have representatives from the schools actually serve on the committee. After reviewing the guidelines, the workgroup will bring their recommendations back to COLAND. If there are changes in the administrative code relating to certification or recertification, COLAND would be required to hold a public hearing where individuals could present oral and written testimony if desired. The final recommendations would be forwarded to the state superintendent to initiate the administrative rules change process. Mike asked COLAND how they like to be represented on the workgroup, and he also asked for suggestions for non-COLAND members to participate on the committee. Catherine Hansen said she would be the person at UW-Milwaukee to set up certification courses so she would be the likely candidate from there. She suggested that she and her counterpart at UW-Madison could serve on the committee (if one is asked to participate then both should be asked). Mike agreed that both of them could be asked to serve. She also suggested that neither of them could serve and then just follow the recommendations as approved (without input from the schools). Someone else suggested the committee should include representation from both a small public library and a large public library (especially from a smaller library because they are more directly

affected). Catherine volunteered as a representative from UW-Milwaukee. Lisa Sterrett commented that it might be a challenge for a director from a small library to participate because of staffing problems. Rick Grobschmidt commented that the workgroup should keep changing technology in mind when reviewing the guidelines and noted that individuals from the visioning summit should be considered as possible participants in the workgroup. Bob Koechley suggesting the possibility of opening up library positions to younger, more “tech savvy” people; Mike commented that the guidelines only apply to library director. Catherine pointed out that anyone could apply for a job as a Grade 3 library director (these positions don’t necessarily require even a BA). The discussion continued around additional ideas to be considered when reviewing the guidelines.

10. UPDATE ON LSTA PROPOSAL FOR SCHOOL LIBRARY MEDIA STAFFING SUMMIT

After the lunch break, Steve Sanders began the update report on the LSTA proposal to sponsor a summit on school library media staffing, which was voted on at the March 2009 COLAND meeting. Rick Grobschmidt added that addressing the issue of declines in library media specialist staffing was one of the outcomes of the visioning summit. Steve also noted the desire to have the state superintendent co-sponsor this summit. Rick added that Superintendent Elect Tony Evers had commented on the importance of including all impacted groups in planning for the summit, such as WEAC and WEMTA, not just as participants in the summit. Steve then turned the presentation over to Nancy Anderson, school library media consultant at DPI, who distributed copies of a written update on the LSTA proposal. Nancy thanked COLAND for moving forward with addressing the issue of declines in school library media specialist staffing. She spoke briefly about the information in the handout, highlighting the parts of the handout related to the LSTA proposal. She talked about the different groups being impacted by the issue; Barbara Arnold commented that they need to be sure to include independent colleges. Cal Potter commented on the importance of figuring out how to include people who will actually interact with each other, possibly start with asking heads of these organizations to appoint representatives (rather than asking the heads themselves to participate). The discussion continued with suggestions of others to involve in planning, and how to get the funding to support library

media specialists, such as private donors and tying staffing to Common School Fund distributions. Steve noted that the plan was to model the summit after the visioning summit. Barbara asked what COLAND needs to do to facilitate the process of planning for the summit. Steve noted that the money has been allocated; he asked for clarification that COLAND wanted to co-sponsor this summit. Kathy Pletcher noted that Annette Smith and Miriam Erickson had been on the initial committee. Cal asked Rick if he had spoken to Tony Evers about the role of the state superintendent in this summit. Rick reiterated the importance of involving all impacted groups at the beginning. Cal then put forward a motion that COLAND request the state superintendent agree to co-sponsor the summit. Barbara seconded the motion. Kathy noted the LSTA proposal had not addressed the issue of co-sponsorship. The motion passed. Lisa Sterrett suggested also including public librarians in the group because public libraries are impacted when school library media specialist positions are cut.

11. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt distributed a handout outlining the governor's proposed budget, which has now been approved by the Joint Committee on Finance (JFC). The budget includes increases for library system aids, library service contracts, and BadgerLink. There was some discussion by the JFC on the source of the funding for library system aids and the library service contracts. These will now be paid 100% from the Universal Service Fund (USF) (the other two items have always been funded by the USF). There was some opposition by members of the JFC but no one had any ideas for alternate funding so the decision stands. However, during the past week Governor Doyle announced additional deficits in the budget due to decreased revenues so he is working on changes to the budget to reflect this decline; consequently the JFC has suspended their actions until they see the proposed changes. Rick also talked about some of the changes that have been announced such as furloughs for all state employees and loss of wage increases for non-represented state employees. On a positive note, library items in the budget are funded by the USF instead of General Purpose Revenue (GPR) so these may stand as proposed. Rick also mentioned that cell phones will now be subject to the USF assessment (this is to be determined by the Public Service Commission). Staffing at DPI continues to be an issue:

there are three vacancies at the Reference and Loan Library and two on the Public Library Development Team and the Department of Administration has not allowed these to be filled. Even federally-funded positions are not being filled. There was some discussion about applying the USF to cell phones, followed by some discussion of the hardships caused by staff shortages due to positions not being filled. Cal Potter put forward a motion that COLAND should send a letter to each member of the legislature supporting the JFC version of the library budget using the Universal Service Fund. The motion was seconded. There was no discussion and the motion passed.

On the federal level, President Obama requested a slight increase in LSTA funding for libraries; the increase amounts to approximately 6% increase to states over 2008 funding. A handout was distributed describing the increases. The proposal requires Congressional approval. Increases were also proposed for the National leadership grants and the Laura Bush literacy grants. Because of the increase in 2009 LSTA funding, DPI has been able to fund several projects that came out of the summit: statewide access (One Card), the library media specialist summit, and multi-type collaboration. Also, because of increased funding, DPI has been able to award \$200,000 in LSTA JOBS grants to libraries to support library efforts to assist individuals who are looking for work and looking to improve their work skills. A number of libraries have applied for these grants and some of the projects are already underway. A handout was distributed listing the grant projects that have been submitted up to now. Use of the funds is somewhat open-ended. The funding is paying for projects such as GED test preparation, staff training to assist the public, resume writing, etc. Public libraries are currently seeing huge increases in usage by people who want to use library computers in job searches. DPI will do a press release in the near future. Cal moved that COLAND should send letters to the Wisconsin congressional delegations in support of Obama's increased level of support for LSTA and for Enhancing Education Through Technology (EETT) funding. Kris Adams Wendt seconded the motion and the motion passed.

Rick asked Fran Cherney to talk briefly about his trip to the American Library Association's Library Legislative Days which took place earlier this week in Washington, DC. Fran said that ten individuals from Wisconsin attended the event.

12. ELECTION OF NOMINATING COMMITTEE FOR COLAND OFFICERS FOR 2009-10

Kathy Pletcher talked briefly about the process for electing a nominating committee to put together a slate of officers to be voted on by COLAND at the July meeting. Mike Cross read from the by-laws the section related to election of the nominating committee. Three individuals are to be voted on by the Council at the May meeting; these individuals will meet to select a slate of candidates to fill the three executive board positions. Kathy called for nominations from the floor. Kristi Williams nominated Cal Potter, who declined the nomination. Barbara Arnold nominated Kris Adams Wendt and Bob Koechley seconded the nomination. Catherine Hansen nominated Doug Lay; Don Bulley seconded the nomination. Francis Cherney nominated Susan Reynolds; Kristi seconded the nomination. Susan expressed concerns about being able to participate on the committee because she lives so far north, and Kathy confirmed that the nominating committee typically meets by telephone. There were no other nominations so the nominating committee slate will be Kris Adams Wendt, Douglas Lay, and Susan Reynolds. Barbara moved to close nominations for the nominating committee; Kristi seconded the motion, and the motion passed. Francis then moved to cast a unanimous ballot; Lisa Sterrett seconded the motion, and the motion passed. Kathy asked Kris to take the lead for the nominating committee; Kris agreed but noted that she would not be able to present the results at the July meeting because she will not be in attendance. Mike Cross read again from the bylaws, which requires that the nominating committee send to the full council a slate of candidates for the executive board, along with biographical information, no later than ten days prior to the July meeting. Kathy noted that, according to the revised bylaws, the chair and vice-chair need to be from different membership categories.

13. UPDATE ON COLAND APPOINTMENTS FOR TERMS ENDING JULY 1, 2009

Kathy reported that terms for seven current members will end on July 1. Two members, Don Bulley and John Nichols, have decided not to seek reappointment. Kathy thanked Don for his years of service to COLAND; John was not in attendance at today's meeting. Other members up for reappointment are Cal Potter, Barbara Arnold, Doug Lay, Lisa Jewell, and Catherine Hansen. Kathy asked these individuals to contact the governor's office to apply for reappointment. There was some discussion of changing membership status of some members because of retirements and how it impacts appointments and reappointments.

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) Sally Drew suggested that she could lead a preliminary discussion of the State Superintendent's biennial report to COLAND at the July meeting.
- b) Discussion about libraries dropping periodicals. Sally said this item was considered for today's meeting but she was not sure what COLAND wanted to hear about in relation to this topic. Rick Grobschmidt commented that this discussion should be part of a larger discussion on public library standards.
- c) Bandwidth update could be on agenda for July.
- d) Presentation by Larry Nix would be a possibility for July.
- e) Presentation by Public Service Commission could be in July.
- f) New state superintendent will attend part of the July meeting.
- g) Kristi Williams suggested a presentation by the Dane County Library Service and the impact of the current economic situation. This could be related to a previously suggested

presentation by the Dane County Library Service, to include other library services in other counties and governance issues studies. Mike Cross clarified that the state does not set mandatory standards for libraries in Wisconsin.

h) Catherine Hansen suggested a discussion on library services in correctional facilities. Susan Reynolds added some examples of exemplary literacy services in prisons, as well as institutions that are extremely restrictive regarding materials available to inmates. There was also some discussion of actually visiting a prison library. After some additional discussion, Kathy Pletcher suggested forming a subcommittee to look at services to correctional facilities and the best way for COLAND to address this. She suggested the subcommittee could give a report at the September meeting. Possible members of the subcommittee are Barbara Arnold, Kristi Williams, Susan Reynolds, and Bob Koechley.

Kathy reviewed probable items for the July meeting: Presentation by Bob Bocher on all issues related to broadband; discussion with Tony Evers; preliminary discussion of state superintendent's biennial report by Sally Drew; review and approve draft of COLAND biennial report to state superintendent; election of officers, and a lunchtime presentation by Larry Nix on Wisconsin Library Heritage Project.

Items suggested and carried forward from previous meetings (not discussed at today's meeting):

- a) Presentation about library services to foster families (suggested by Kristi Williams)
- b) Discussion/presentation about literacy in Wisconsin (suggested by Miriam Erickson, also an issue from the Visioning Summit)

15. FUTURE MEETING LOCATIONS AND DATES

- a) July 10, 2009 – DPI Headquarters in Madison.
- b) September 11, 2009 – Rick suggested a public library; there was also a mention of the possibility of meeting at a correctional facility.

- c) November 13, 2009 -- Catherine Hansen suggested a future meeting at the UW-Milwaukee Golda Meir Library, which is currently being renovated.

16. REVIEW FOLLOW UP ITEMS

Kathy Pletcher gave a re-cap of items from today's meeting to be followed up on by DPI or other COLAND members: Letters to members of the state assembly and senate supporting the JFC budget; letters to Wisconsin congressional delegation supporting LSTA and EETT funding. Barbara Arnold also suggested sending thank you letters to COLAND members who do not want to be reappointed.

17. ANNOUNCEMENTS

Someone asked if a vote should be taken on whether or not COLAND should send a proclamation to State Superintendent Burmaster in recognition of her years of support for libraries. Kristi Williams moved to approve sending a proclamation; Barbara Arnold seconded, and the motion passed. The proclamation will be presented to Libby at a reception to be held on Monday, May 16. Sandra Melcher plans to attend and will present the proclamation.

18. ADJOURNMENT

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

Respectfully submitted,

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

Kathy Pletcher, Chair and Acting Secretary