



**A G E N D A**

**Council on Library and Network Development**

May 14, 2010, 10 a.m. – 3 p.m.

University of Wisconsin–Milwaukee

Golda Meir Library, 4<sup>th</sup> Floor Conference Room

2311 East Hartford Avenue

Milwaukee, WI 53211

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|----|---|--|-------------------------|
| 1. | Call to Order   | Miriam Erickson, Chair                           |                         |
| 2. | Roll Call/Determination of Quorum   | Roslyn Wise                                      |                         |
| 3. | Welcome to the UW-Milwaukee Golda Meir Library                                  | Ewa Barczyk, Director of Libraries, UW-Milwaukee | Information             |
| 4. | Adoption of Agenda  | All  | Action                  |
| 5. | Approval of Minutes for March 26, 2010 meeting                                  | All  | Action                  |
| 6. | Report of the Chair (10:15 a.m.)  |  | Information, discussion |
|    | a) Correspondence   | Miriam Erickson                                  |                         |
|    | b) Update on collaboration to provide materials to prison libraries             | Sandra Melcher                                   |                         |
| 7. | Visioning Summit Beginnings Report recommendations progress update (10:30 a.m.) |  | Information, discussion |
|    | a) One Library One Card (statewide access)                                      | Sally Drew                                       |                         |
|    | b) BadgerLink Marketing (follow up from March meeting)                          | Sally Drew                                       |                         |
|    | c) Report on Summit on School Library Media Specialist Staffing                 | Steve Sanders, Nancy Anderson                    |                         |

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|-----|--|--|---------------------------------|
| 8.  | Literacy reports (11:00 a.m.)  |  | Information, discussion         |
|     | a) Literacy Programs developed by DPI: Information Literacy, Adolescent Literacy, Personal Financial Literacy (30 minutes)                                       | Donna Steffan, DPI Education Consultant, Instructional Media and Technology Team |                                 |
|     | b) Educational Communications Board (ECB) Literacy Resources for K-12 School Libraries and Classrooms (30 minutes)   | Marta Bechtol, Director for School Services, ECB                                 |                                 |
|     | Lunch (noon – 30 minutes)  |  |                                 |
| 9.  | Tour of Golda Meir Library (12:30 p.m. – 45 minutes)   | Ewa Barczyk  | Information, discussion         |
| 10. | Presentation on Wisconsin Talking Book and Braille Library electronic players (1:15 p.m.)  | Enid Gruszka, Director, Talking Book and Braille Library                         | Information, discussion         |
| 11. | Library Legislation Update (1:45 p.m.)<br>a. State<br>b. Federal   | Rick Grobschmidt   | Information, discussion         |
| 12. | Update on COLAND appointments for terms ending July 1, 2010 (2:00 p.m. – 5 minutes)  | Miriam Erickson  | Discussion                      |
| 13. | Election of nominating committee for COLAND officers for 2010-11 (2:05 p.m.)   | Miriam Erickson  | Discussion, Action              |
| 14. | Suggestions for Future Agenda Items  | Miriam Erickson/All  | Information, discussion, action |
|     | a) Anchor Store – Possible topic for the September meeting.  |  |                                 |
|     | b) Embedded librarians – Future meeting to be determined.  |  |                                 |
|     | c) Pro Se program – Lisa Sterrett suggested for a future Madison meeting.  |  |                                 |
|     | d) Discussion of revisions and updates to qualitative public library standards – schedule for later in the year, after all annual report data has been received. |  |                                 |

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|-----|--|-----------------|--------------------|
| 15. | Future Meeting Dates   | Miriam Erickson | Discussion, action |
|     | a) July 9, 2010 – Joseph F. Smith Medical Library, Aspirus Wausau Hospital, Wausau |                 |                    |
|     | b) September 10, 2010 – TBD  |                 |                    |
|     | c) November 12, 2010 – TBD   |                 |                    |
| 16. | Review follow-up items   | Miriam Erickson | Discussion         |
| 17. | Announcements  | All             |                    |
| 18. | Adjournment  | Miriam Erickson | Action             |

**COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**

**Meeting Minutes**

**May 14, 2010**

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

**University of Wisconsin-Milwaukee**

**Golda Meir Library, 4<sup>th</sup> floor conference room**

**2311 East Hartford Avenue**

**Milwaukee, WI 53211**

Members Present:

- Michael Bahr, Germantown
- Mary Bayorgeon, Appleton
- Francis Cherney, Milladore
- Miriam Erickson, Fish Creek
- Catherine Hansen, Shorewood
- Bob Koechley, Fitchburg
- Douglas Lay, Mosinee
- Sandra Melcher, Milwaukee
- Cal Potter, Sheboygan Falls
- Annette Smith, Milton
- Lisa Sterrett, Viroqua
- Kristi Williams, Cottage Grove

Members Absent: Barbara Arnold, Madison  
Nita Burke, Darlington  
Lisa Jewell, Madison  
Jessica MacPhail, Racine  
Kathy Pletcher, Green Bay  
Susan Reynolds, Cable  
Kris Adams Wendt, Rhinelander

DPI Staff: Nancy Anderson  
Sally Drew  
Rick Grobschmidt  
Steve Sanders  
Donna Steffan  
Roslyn Wise

Presenters: Ewa Barczyk, Director of Libraries, UW-Milwaukee  
Marta Bechtol, Director for School Services, Educational  
Communications Board  
Enid Bruszka, Director, Talking Book and Braille Library

1. CALL TO ORDER

Miriam Erickson, chair, called the meeting to order at 10:13 a.m.

2. ROLL CALL/DETERMINATION OF QUORUM

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

3. WELCOME TO THE UW MILWAUKEE GOLDA MEIR LIBRARY

Rick Grobschmidt introduced Ewa Barczyk, Director of Libraries at UW Milwaukee, who welcomed the group. Ewa gave a brief overview of the library and talked about recently completed renovations and she distributed a brochure and other information about UW Milwaukee. She will return to the meeting to give a tour later in the day.

4. ADOPTION OF THE AGENDA FOR MAY 14, 2010

Lisa Sterrett moved to adopt the agenda; Calvin Potter seconded. The motion passed and the agenda was adopted.

## 5. APPROVAL OF MINUTES FROM THE MARCH 26, 2010, MEETING

Mary Bayorgeon noted some typos in the minutes. Two of these are on page 8, in item 6e: “once” should be “one” and “direction” should be “director.” Also, on page 10, under 9a, “Meier” should be “Meir.” Mary then moved to approve the minutes; Doug Lay seconded the motion. The motion passed and the minutes were approved.

## 6. REPORT OF THE CHAIR

a) Correspondence – Miriam Erickson reported the letter to Google, from the March 26 meeting, is ready to be signed and will be mailed in the next few days. She also reported the letter from the state superintendent to the Secretary of the Department of Corrections, also from the March 26 meeting, is in progress and has not yet been mailed.

b) Update on collaboration to provide materials to prison libraries – Sandra Melcher gave an update on the proposed collaboration with the Department of Corrections (DOC) to provide donated library materials to prison libraries. She reported that she spoke with Rick Grobschmidt regarding the letter from the state superintendent to the DOC secretary; the letter has not yet been sent but Rick has spoken to someone at Corrections and they are willing to collaborate on the project. The point person at DOC will be Wendy Cramer, who has been on family leave. It is not known when she will be back at work. Sandra reported on possible next steps: 1) letter from state superintendent; 2) determine another point of contact at DOC until Wendy Cramer returns from leave. Rick Grobschmidt commented that in Wendy’s absence, various librarians at the DOC have been filling in but no one has been specifically assigned to do her job. He spoke to the bureau director, who said DOC welcomes donated materials and that they do have a process in place to accept donations. Paperback fiction and poetry are of particular interest, as well as technical materials such as computer manuals. Some facilities will only accept paperback books. Donated materials can be taken to the DOC facility in Madison. Rick said he will speak to the bureau director at DOC to try to establish a formal process for COLAND’s donations; the main difficulty in getting the collaboration started is Wendy Cramer’s absence. DOC would like COLAND’s help in ensuring usable donations. Cal Potter asked if the letter has been drafted yet; he made some suggestions about what could be included in the letter, such as thanking them for their receptivity to the idea and asking for a list of suitable items. Rick commented that it might be possible to take advantage of the “red trucks” as a way of delivering the materials to the Madison facility. Miriam Erickson asked if the state library delivery system could be used in other parts of the state. Sally Drew asked

where donations will be coming from (since DOC is selective about what they want) and who will be asked to donate and what donations will be accepted. Sally suggested the group spend some time to determine where the donations might originate and how they would physically be donated so that they could do a better job utilize the state deliver service. Bob Koechley suggested large church groups might be a possibility – church members might be willing to purchase new books for donations. Sally commented that a defined list needs to be developed. Cal noted that the state does not run the South Central Library System Delivery Service; Sally said SCLS might be willing to deliver the books but there could be difficulties in the delivery logistics. Rick commented that it would be okay for donations from public libraries to use the delivery service but private organizations might not be able to do so, although private groups would probably be willing to find a way to get the donations to DOC. The thing to remember is that DOC does not want to be overburdened with discards so specific lists of wanted materials need to be developed.

#### 7. VISIONING SUMMIT BEGINNINGS REPORT RECOMMENDATIONS PROGRESS UPDATE

a) One Library One Card (statewide access) – Sally Drew passed around copies of a report by George Watson to those who needed one. The committee has met several times, although not everyone on the committee has attended all of the meetings. She commented that even though attendance at the meetings has not been high, the committee has still made some progress. The report is a summary of where the committee is at this point and the types of activities that are or could be in place. A list of questions was sent out to a list of multi-type libraries and consortium groups that seem to be making some attempt at broadening access. Representatives from some of these groups participated in the last committee meeting. Sally discussed the items in the report; there does seem to be some interest in a pilot project. Northeast Wisconsin Educational Resource Alliance (New ERA), Northeast Wisconsin Intertype Libraries (NEWIL), and Fox Valley Library Council (FVLC) were the groups offering the best possibility of participating in a pilot project. Miriam Erickson commented on a possible pilot project in the Nicolet Library System and suggested that Sally speak with Mark Merrifield. Sally said there is \$38,000 set aside in the budget for a pilot project, which has been divided into two years -- \$23,000 less meeting expenses for 2010 plus \$15,000 in the 2011 LSTA budget. Sally discussed what various libraries are doing related to open access. She said some have courtesy card programs that have existed since the 1970s, and none of the issues they faced were solved with technology. Sally also pointed out that the number of users of these systems has been decreasing. Mike Bahr asked that, if the use of existing systems is declining, how do you measure the success of the pilot project? At the end of the pilot project,

how do you determine if it's something to be promoted further? The discussion continued about whether or not people use courtesy cards, and why they may or may not use them. Sally said the committee will continue to work on the project.

b) BadgerLink Marketing (follow up from March meeting) – Sally Drew brought new BadgerLink bookmarks and posters for those who wanted to take and share them with others. She said BadgerLink staff are getting ready to release the site; the site has both bookmarks and posters that can be customized by individual libraries. She noted that Rick Grobschmidt suggested some other state agencies would be able to send BadgerLink information to their clientele, for example, BadgerLink staff might be able to put together bibliographical information for the Department of Financial Institutions to send to their customers. Sally said they are trying to track the usage of BadgerLink databases. There was some discussion about the value of BadgerLink usage statistics. Rick commented that the key to getting people to use BadgerLink is to find one or two things to motivate them to go to the site. Sally talked about a partnership with the Educational Communications Board to provide access to Soundzabound. Marta Bechtol from the ECB, who will be giving a presentation later in the meeting, explained briefly about the site which provides video, music, and sound effects that students can use for projects, royalty free. Sally noted that staff are so busy adding new material to BadgerLink that it has been hard to maintain the website and make it more interesting. Bob Koechley commented on his difficulties with accessing BadgerLink; after some discussion about IP addresses, Sally told Bob she would talk to him after the meeting to try to resolve his particular issues.

c) Summit on School Library Media Specialist Staffing – Nancy Anderson gave an update on the summit, which was held at the end of April. She once again thanked COLAND for their co-sponsorship of the summit. Copies of the report from the summit were distributed. Nancy commented that much was accomplished at the summit but that there is still much work left to do on the issues. She said participants did a good job of focusing on the issues. The mission statement piece became a big obstacle; it might have been better to have focused on a purpose rather than a mission statement. She said not enough administrators participated, although their voice was represented. Nancy noted the importance of hearing all the voices involved. She also said a day and a half was not long enough and that there was a conflict between the need to plan how to address the issues and the urgency to address them. Around 65 people participated in the summit. Steve Sanders said the evaluations of the summit were good, although by the afternoon of the 2<sup>nd</sup> day people were tired. He said 17 people volunteered to be on the vision committee. They need to

finish the vision then work on the next steps. The committee will need to then transition from a planning committee to a steering committee. A couple of additional action committees are still needed. A second meeting will be held in late summer and there is funding for a second summit to be held possibly next January. Nancy and Steve agreed the summit was a great starting point. Sandra Melcher commented that she was happy that the parent perspective was represented at the summit. She also emphasized the importance of school and public libraries, especially in communities, like Milwaukee, where access to school and public libraries is decreased or not existing because of budget constraints. The result is a community where children do not know about library services nor do they have research skills or know how to use a library.

## 8. LITERACY REPORTS

a) Literacy Programs developed by DPI: Donna Steffan, education technology consultant for DPI, distributed packets of information about what DPI is doing in the way of literacy outreach. She went through the items in the packet and talked briefly about each. Some of the items in the packet were developed before the summit and some after. Among the items was a list of “literacy links” from the DPI website which Donna compiled. Other items in the packet were the State Superintendent’s Adolescent Literacy Plan, put together by the State Superintendent’s Adolescent Literacy Task Force; the Information Literacy white paper, developed by the Library and Information Technology Advisory Committee (LITAC); Standards for the 21<sup>st</sup>-Century Learner, from the American Association of School Librarians; handouts from CESA 12 on their Digital Information Fluency Project (which was an excellent project produced by the media specialist, and which has expanded to teach administrators about web 2.0 technologies); Framework for 21<sup>st</sup> Century Learning sheet; the ISTE National Educational Technology Standards and Performance Indicators for Students; the ISTE National Educational Technology Standards and Performance Indicators for Teachers; Thinkfinity flyer; Pathways to Global Literacy for Wisconsin Students brochure, and a flyer from DPI’s publications office about the Wisconsin Model Academic Standards for Personal Financial Literacy publication. In response to a question from Miriam Erickson about the national core standards, Donna noted that Wisconsin is in the process of adopting these standards.

b) Educational Communications Board (ECB) Literacy Resources for K-12 School Libraries and Classrooms: Marta Bechtol, Director for School Services for the ECB, gave a presentation on ECB Literacy Resources for schools in Wisconsin. Copies of ECB’s 2009-2010 Instructional Television

Schedule and Series Information were distributed. Marta explained what ECB is and does; it is a state agency and, jointly with the UW Extension, holds the license for public broadcasting in the state. The ECB has a statutory requirement to use the public airways and the broadcasting license to provide services to K-12 students and teachers. ECB works with DPI to identify needs and provide services to meet those needs. Since the switch to a digital signal (from analog), they are able to provide “datacasting” of information to school computers without using the internet. Currently nearly 70 schools in the state have obtained these computers and can use this service, called VideoLink. Broadcasting is still the primary way ECB sends out television programming. The program guides are currently sent to all schools in the state. If schools are signed up for VideoLink they can access programming at any time (not just when it’s scheduled). Marta gave a demonstration of how the ECB website works. VideoLink is authenticated through BadgerLink. All programs produced at ECB are downloadable; programs coming from other PBS stations are not. Homeschoolers are big users of these resources. ECB no longer offers online classes but there is some university usage. She demonstrated some of the links on the site, such as civic literacy programs (state/tribal/local). A financial literacy program called “Financial Literacy TeachIt” has just been finished in response to financial literacy standards. In response to a question about who uses VideoLink, Marta said schools must pay just under \$500 to set up, a computer, an antenna, and a library media specialist or someone to manage the content. At the completion of Marta’s presentation, Rick Grobschmidt thanked Marta and the ECB for continuing their mission of education. Mary Bayorgeon thanked Marta and Donna Steffan and noted there will be three more literacy programs to be presented at the July meeting.

#### 9. PRESENTATION AND TOUR OF GOLDA MEIR LIBRARY

Ewa Barczyk gave a PowerPoint presentation about the UWM library building, followed by a student-made marketing video about the Daniel M. Soref Learning Commons. She then led the group in a tour of the building.

#### 10. PRESENTATION ON WISCONSIN TALKING BOOK AND BRAILLE LIBRARY

Catherine Hansen introduced Enid Gruszka, librarian for the Wisconsin Talking Book and Braille Library. Enid passed out brochures about the library, which serves the entire state. In October of 2009 the name was changed from the Wisconsin Regional Library for the Blind and Physically Handicapped to the Talking Book and Braille Library because it more accurately represents the

services they provide. The library collection is located in Milwaukee's Central Public Library; the collection is the same as any other library's but in an accessible format. Last year's circulation was 250,000 with about 100 outreach events such as visits to nursing homes and senior centers. Last year there were 16,000 telephone inquiries and 1,000 new patrons were added. The library serves people with virtually any kind of physical disability that prevents them from normally accessing a book. She also spoke briefly about Newsline for the Blind and how institutions and schools can sign up for the service. The library is now using digital players, instead of cassette players. Distribution of the players began in the fall of 2009 to veterans, who have priority for the service, and there was a waiting list. As of this week, there is no longer a wait; individuals signing up for the service will have their players within a few days. She gave a demonstration of how the player operates.

Enid discussed the library's effort to build its own collection by downloading books on cartridges; it is one of the few libraries in the nation to do this. Patrons can also create their own digital libraries by downloading from the National Library Service website; there are currently 15,000 books available for download. Library patrons get a list of available books, "Talking Book Topics," six times a year, available on cassette, Braille, or large print. There was a discussion of nursing home usage and the library's efforts to get the word out about the library. Enid said the library does targeted mailings, and word of mouth is also important; Sally Drew added that they also rely on librarians and public library systems to get the word out about the library. Applications for the service can be obtained by calling the library, or from their website. Sandra Melcher commented on the importance of keeping up awareness of the Talking Book and Braille Library because the state legislature votes on funding for the library contracts every year, and this one is the largest of the four state contracts. Lisa Sterrett suggested staff contact each county's senior specialist to publicize. Rick Grobschmidt commented on the importance of the service, and that it is currently being funded through the Universal Service Fund (it was once funded through GPR funding). Sally added that the change to the digital format was eight years in the making, and because of the change, the library's entire collection needs to be reformatted. This work is in progress.

## 11. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt gave an update on state and federal legislative activities. He reported that the legislative session is over, and except for the state budget, not many individual library bills came up. There was one bill related to the make-up of the board of the Milwaukee Public Library, which

was discussed at a previous meeting. A couple of things will be coming up in the future and might be possible agenda items for future COLAND meetings. One relates to library privacy as it relates to collection of overdue fines by collection agencies; in the past this has been ruled a violation of privacy. The other item relates to downloadable books. Is it an item that should be available to everyone in the library system? A couple of libraries have contacted the division for clarification. Mike Cross can discuss this at a future meeting.

On the federal level, Rick reported that the Enhancing Education Through Technology (EETT) grant program has been “folded” into a larger grant program, although the new program does not require that funds be spent for education technology. For LSTA, an appropriation similar to last year’s is expected. Rick also noted that DPI staff are currently working on the biennial budget; requested funding for public library system services will be at the 13% index level.

#### 12. UPDATE ON COLAND APPOINTMENTS FOR TERMS ENDING JULY 1, 2010

Rick Grobschmidt reported that several COLAND members have been notified that they will be reappointed to COLAND. Rick has also spoken to the Governor’s appointments director about switching Bob Koechley to a professional seat, which will open up a vacant public seat for Sandra Melcher who is currently in a professional seat but since she has retired, can only be appointed to a public seat. After the switch, there will be one vacant professional seat that needs to be filled. Rick explained the process for applying to be appointed to COLAND.

#### 13. ELECTION OF NOMINATING COMMITTEE FOR COLAND OFFICERS FOR 2010-11

Miriam Erickson read the section of the by-laws related to the nominating committee. Miriam said Kris Adams Wendt had expressed an interest in serving; Francis Cherney moved to nominate Kris; Bob Koechley seconded. Catherine Hansen then volunteered, as did Cal Potter. Miriam asked for additional nominations from the floor three times; there were none. Kristi Williams moved to approve the slate of nominations; Doug Lay seconded the motion. The motion passed and the nominating committee was approved. Cal Potter will serve as chair of the committee. There was some discussion about whether or not the Governor will make decisions on the remaining appointments before the July meeting.

#### 14. SUGGESTIONS FOR FUTURE AGENDA ITEMS

For the July meeting, Miriam commented that she would like to see an update report on the School Library Summit. She also asked Sandra Melcher about the possibility of a presentation from the deputy secretary of the Department of Corrections on the possibility of the collaborative project with COLAND on donations of library materials. Sandra said she won't know until the letter from the State Superintendent to the Secretary of Corrections is mailed. The literacy reports will continue at the July meeting.

Other items carried forward from previous meetings:

- a) Anchor Store – possible topic for the September meeting.
- b) Pro Se program – Lisa Sterrett suggested for a future Madison meeting.
- c) Embedded librarians – Barbara Arnold suggested this at the November 2009 meeting.

#### 15. FUTURE MEETING LOCATIONS AND DATES

- a) July 9, 2010 – Aspirus Hospital in Wausau. There will be three literacy presentations.
- b) September 10, 2010 – Miriam Erickson suggested Door County as a possible location; Lisa Sterrett suggested Rhinelander as another location for September. Miriam also commented on the need to meet face-to-face during good weather.
- c) November 12, 2010 – Madison (tentative)

#### 16. FOLLOW-UP ITEMS

Letter to Google will be mailed in the next few days, and the letter from the State Superintendent to the Corrections secretary will also go out.

17. ANNOUNCEMENTS

Annette Smith suggested that a get-well card be sent to Val Edwards, who is the school library media specialist at Monona Grove High School and was a participant at the recent School Library Summit.

18. ADJOURNMENT

Lisa Sterrett moved to adjourn; Annette Smith seconded. The motion passed and the meeting was adjourned at 2:44 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael Bahr". The signature is written in a cursive style with a large, sweeping initial "M".

Michael Bahr, Secretary