



**A G E N D A**

**Council on Library and Network Development**

November 12, 2004, 10 a.m. – 3 p.m.

Cedarburg High School Library

W68 N611 Evergreen Boulevard

Cedarburg, Wisconsin 53012

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|-----|---|--|-------------------------|
| 1.  | Call to Order   | John Reid, Chair                                 |                         |
| 2.  | Roll Call/Determination of Quorum   | John Reid/designee                               |                         |
| 3.  | Welcome to the Cedarburg High School Library  | Vonna Pitel, librarian,<br>Cedarburg High School | Information             |
| 4.  | Adoption of Agenda  | All  | Action                  |
| 5.  | Approval of Minutes for July 9, 2004 meeting  | All  | Action                  |
| 6.  | Correspondence  | John Reid  | Information, discussion |
| 7.  | Public Hearing on State Superintendent's Biennial Report to COLAND<br>(Note: the hearing is scheduled to begin at 10:30 with no set ending time. The Council will interrupt business and listen to public comments as necessary.) | Sally Drew                                       | Action                  |
| 8.  | Presentation and tour, Cedarburg High School Library.   | Vonna Pitel                                      | Information, discussion |
|     | Lunch   |  |                         |
| 9.  | Library Legislation Update<br>a. State<br>b. Federal  | Mike Cross                                       | Information, discussion |
| 10. | DPI Library webpage redesign (carried forward/continued from last meeting)  | Bob Bocher                                       |                         |
| 10. | Update on WCNI (BadgerNet rebid)  | Bob Bocher                                       | Information, discussion |
| 11. | Update on Public Librarian Certification rules  | Mike Cross                                       | Information, discussion |
| 12. | Report on WLA-sponsored proposal to allow for public library districts  | Mike Cross                                       | Information, discussion |

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|-----|---|-----------------------------------|-------------------------|
| 13. | DLTCL Library Team Reports<br>1) Public Library Development<br>a. Draft version, Wisconsin Public Library Standards<br>2) Instructional Media and Technology<br>b. Virtual schools<br>3) Reference and Loan | Mike Cross, Sally Drew, Neah Lohr | Information, discussion |
| 14. | COLAND appointments   | John Reid                         | Discussion              |
| 15. | Future Meeting Dates<br>a) January 14, 2005 – Madison<br>b) March 11, 2005 – Madison<br>c) May 13, 2005 – Superior  | John Reid                         | Discussion, action      |
| 16. | Announcements   | All                               |                         |
| 17. | Adjournment   | John Reid                         | Action                  |

**COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT**

**Meeting Minutes  
November 12, 2004  
10 a.m.-3 p.m.**

Cedarburg High School Library  
W68 N611 Evergreen Boulevard  
Cedarburg, WI 53012

Members Present: Barbara Arnold, Madison  
Mary Bayorgeon, Appleton  
Don Bulley, South Milwaukee  
Kristin Crooks, Madison  
Catherine Hansen, Shorewood  
Lisa Jewell, Superior  
Pat LaViolette, Green Bay  
Douglas Lay, Mosinee  
Eugene Neyhart, Sussex  
John Reid, West Bend  
Kristi Williams, Cottage Grove

Members absent: Sherry Freiberg, Eldorado  
Kathy Pletcher, Green Bay  
Phil Sawin, Menomonie  
John Foster, Kaukauna  
Gyneth Slygh, Fall Creek  
Kris Adams Wendt, Rhineland

DPI Staff:                 Mike Cross  
                                  Bob Bocher  
                                  Sally Drew  
                                  Neah Lohr

Guests:                    Vonna Pitel, Director, Instructional Media Center, Cedarburg High School  
                                  Mary Marquardt, Director, Cedarburg Public Library

1. CALL TO ORDER

John Reid called the meeting to order.

2. ROLL CALL

Barbara Arnold, COLAND secretary, called the roll. Ten members were present at roll call so a quorum was in attendance.

3. WELCOME TO THE CEDARBURG HIGH SCHOOL LIBRARY MEDIA CENTER

Vonna Pitel, library media specialist for the high school, welcomed the group. She will make a longer presentation later in the meeting. She introduced Jay Greiger, Cedarburg High School principal, who also welcomed to the group and invited them to look around the recently renovated library media center and high school.

4. ADOPTION OF AGENDA

Pat LaViolette moved that the agenda for today's meeting be adopted; Kristi Williams seconded the motion. The agenda was adopted.

5. APPROVAL OF MINUTES FROM SEPTEMBER 10, 2004 MEETING

A typographical error was made in the title for agenda item no. 5 (it reads "APPROVAL OF MINUTES FOR JULY 9, 2004 MEETING"). Item should be corrected to read "APPROVAL OF MINUTES FROM SEPTEMBER 10, 2004 MEETING." Catherine Hansen moved that the minutes be approved as corrected; Doug Lay seconded the motion. The minutes from the previous meeting were approved with the correction noted.

6. CORRESPONDENCE

John Reid reported that he received a letter from Kate Bugher, who is resigning from COLAND. Her appointment expired July 1, 2004, and she does not wish to be reappointed. He also received a letter from State Superintendent Elizabeth Burmaster designating Mike Cross as her official representative at today's COLAND meeting, due to the absence of Rick Grobschmidt. He also reported that he had received two emails from Roslyn Wise, one indicating that Kris Adams

Wendt has been appointed to COLAND; the other informing him that Kenneth Forbeck has resigned from COLAND, thereby opening up another seat on the council.

#### 7. PUBLIC HEARING ON STATE SUPERINTENDENT'S BIENNIAL REPORT TO COLAND

The public hearing is scheduled to begin at 10:30. Since it was not quite 10:30, and there was not quite enough time to proceed with agenda item 8 (Presentation and tour of the Cedarburg High School Library), the decision was made to go ahead with agenda item no. 9, the Library Legislation Update.

#### 9. LIBRARY LEGISLATION UPDATE

Mike Cross reported that the state superintendent has submitted her budget request for 2005-07; now it goes to the Dept. of Administration and the Governor's office for review. The Governor will submit his budget to the legislature in late January or early February of 2005. The legislature will review and deliberate on the budget items; the final budget should be approved by the legislature around July 1, 2005. Mike handed out copies of the DPI budget communications memo related to library initiatives (green handout) and continued with a discussion of library systems aids, which is the state's primary program in support of public library services.

(At this point in the meeting Vonna Pitel brought in several members of the school staff and introduced them to the group.) Mike continued with an explanation that the dollar amounts listed in the chart in the handout represent only GPR revenue; during the last biennium a change was made in the source of library system funding in that \$2.1 million in annual public library system funding comes from the Universal Service Fund instead of GPR dollars. The state superintendent's request asks that this continue to be the case. Reductions in funding a few years ago and flat funding in the years since then have resulted in significant erosion in public library system services and programs.

Sally Drew reported on the remaining budget initiatives from the handout, beginning with BadgerLink, which is paid for out of the Universal Service Fund and is not expected to be subjected to the same cuts as some of the other areas. The state superintendent's proposal requests funding to allow BadgerLink services to be continued at the current levels, taking into account increasing costs to provide these services, and to allow for the addition of additional services including an encyclopedia for lower age groups. Sally commented that the state superintendent "took the risk" on behalf of libraries and requested increased funding levels for all items in the library budget initiative. She also briefly discussed the initiatives related to the library delivery service contracts and the library service contracts, which suffered substantial cuts in the previous budget. The state superintendent's request represents a request for funding at the level prior to the 15% cuts suffered in the 2003-05 budget. The state superintendent's budget also proposes that the library contracts not be counted as part of DPI's internal operations budget.

Pat LaViolette moved that COLAND be recognized as supporting the state superintendent's library budget request, particularly as it relates to BadgerLink. Kristi Williams seconded the motion; the motion passed.

Mike Cross continued with a report on federal legislation. He reported that Congress will be convening in a lame duck session the following week. At this point in the meeting John Reid announced the opening of the public hearing portion of the meeting to hear comments and testimony related to the state superintendent's biennial report. There were no members of the public waiting to make comments so John announced that they will continue with the business at hand. The Council will have an opportunity later in the meeting to discuss the report even if no testimony is presented. Mike continued with his federal report, commenting that Congress has much work to do in a short time period; their goal is to finish their work before Thanksgiving. The American Library Association is urging Congress to support \$223 million for LSTA programs, which is the level of funding approved by the Senate Appropriations committee. The ALA is also urging Congress to approve \$22.8 million for the Improving Literacy through School Libraries program. Bob Bocher followed with a report on federal E-rate issues. The E-rate program provides around \$30-33 million annually to Wisconsin schools and libraries. Due to issues with federal procedures no e-rate money has been distributed since August. This is beginning to cause problems for schools and libraries in Wisconsin which had already committed a portion of the funding (approximately one-third) subsequently not received. A number of education organizations are urging Congress to pass legislation in this lame-duck session which would exempt e-rate funds from the federal accounting rules so the money could be distributed.

#### RETURN TO AGENDA ITEM 7, PUBLIC HEARING ON STATE SUPERINTENDENT'S BIENNIAL REPORT TO COLAND

Sally Drew discussed the items in the biennial report. She began her discussion with an explanation of the purpose of the report, which is required by statute. Every two years the state superintendent is required to submit to COLAND a report on the status of interlibrary cooperation and resource sharing in the state. The report actually covers a four year period, reporting on the accomplishments of the previous two years and a look ahead at the expectations of the next two years. Because the report is late, the time period covered is actually two and a half to three years previous. The report covers not just programs in the Division for Libraries, Technology, and Community Learning (DLTCL), but also covers other resource sharing oriented programs where the division is only a contributor, not necessarily in the lead role. It covers interlibrary cooperation and resource sharing involving various types of libraries that foster shared resources throughout the state. The report also does not cover all of the DLTCL's library related programs; it focuses on resource sharing programs. The division is expected to present the report (this

version is a draft) to COLAND, which is expected to review the report and make comments. COLAND is expected to hold a meeting every two years which includes a discussion of the report, with a public hearing as part of that meeting. At this point no one has given any testimony or other comments regarding the report.

Sally reviewed the contents of the draft report, which was provided to COLAND members as part of their packets for this meeting. A discussion on the changing face of reference services followed, including the rise in the use of libraries for computer access and the increasing availability of 24 hour a day reference services, with members of the council commenting on the need to publicize the contents the report. One council member commented that a possible recommendation from the council to the state superintendent regarding the report would be to prepare a series of publications highlighting sections of the report, to be made available to the public. A suggestion regarding a possible publication would be to follow the model of a corporate annual report so the information could be presented in a format that is attractive to the general public.

#### RETURN TO AGENDA ITEM 8, PRESENTATION AND TOUR OF CEDARBURG HIGH SCHOOL LIBRARY

After lunch, Vonna Pitel gave a presentation on the recently-renovated Cedarburg High School instructional media center and the other library media centers in the school district. She also introduced Mary Marquardt, director of the Cedarburg Public Library, who discussed collaborations between the public and school libraries. Following the presentation Vonna gave council members a brief tour of the facility.

#### 10. PRESENTATION ON DPI LIBRARY WEBPAGE REDESIGN

Following up on the brief presentation at the September 10 COLAND meeting, Bob Bocher reported on the DPI web redesign project. The current redesign has been in progress since January of 2003 and is the third redesign of the department's web site, which originally went up in 1994. The first DPI site consisted of one page, which took two days to create; the current site has approximately 11,000 pages. DPI has always had a "decentralized" web development environment with the 26 different teams developing their own web pages using guidelines that had been established by the department. This presents a challenge from the perspective of managing the web site and the links. Bob and Sally Drew, who is also on the web redesign committee, have been stressing the use of a background indexing system to drive the content management elements. Sally Drew continued with the presentation, describing the DPI web page as always having a "hierarchical" structure. This presents problems because a user needs to be familiar with the organizational structure of the department to find the desired information. The information should be available in a "topical" format so that information can be found based on

the information sought, not based on which team put the information on the web site. The presentation included a demonstration of a prototype of the page for the library teams. The page includes all four library-related teams in the department, instead of the four separate pages which the existing web site now contains, with links to various library-related topics.

10. UPDATE ON WISCONSIN COLLABORATIVE NETWORK INITIATIVE (WCNI)  
(BADGERNET REBID)

Bob Bocher presented on update of the progress on the Wisconsin Collaborative Network Initiative (WCNI). He passed around copies of an October 26 press release from the Governor's office announcing the beginning of contract negotiations with the BadgerNet Access Alliance, a group of communications companies from around the state including SBC, Verizon, Norlight, and some other smaller companies doing business around the state. This is the same group of vendors holding the current BadgerNet contract. DOA hopes that negotiations will be completed by the end of the year, and with migration to the new network planned to begin during the first quarter of 2005. The video network will be migrated first; the data network will follow by February 2006. The most noticeable changes will be in the distance education networks. Bob and Lisa Jewell, who is also on the WCNI committee, commented that the dollar amounts included in the press release are not definite.

11. UPDATE ON PUBLIC LIBRARIAN CERTIFICATION RULES

Mike Cross briefly reported on minor changes to the Wisconsin Administrative Rules related to Public Librarian Certification. He passed around copies of the new rules, which went into effect November 1, 2004. An explanation of the rule changes will be included in an updated version of the Public Librarian Certification handbook which should be available soon. Copies of the handbook will be distributed at an upcoming COLAND meeting.

12. REPORT ON WLA-SPONSORED PROPOSAL TO ALLOW FOR PUBLIC LIBRARY DISTRICTS

Mike Cross reported on the topic of public library districts, which was discussed at the recent WLA meeting. A public library district is an alternative governance and organizational structure for public libraries that is allowed in 19 other states. Most states have only a small number of public libraries in library districts, but Illinois has over 50% of its libraries in districts. Public library districts are usually established by public referendum, funded at a level that is also established by a public referendum. Board members are usually elected by the public, and the district boundaries are also determined by voters. Public library districts are typically much better funded than other public libraries, and they can be helpful regarding non-resident borrowing issues. A couple of years ago a legislator from the Sheboygan area requested that legislation be drafted allowing for permissive creation of public library districts in Wisconsin; legislation was

drafted but not introduced. Recently there has been a push to introduce the legislation, which has been endorsed by the WLA and other library groups. Mike provided a handout summarizing a draft of the legislation as recommended by the WLA.

### 13. DLTCL LIBRARY TEAM REPORTS

Mike Cross updated the Council on activities of the Public Library Development Team. He announced that John DeBacher will start as the new public library administration consultant on December 1. He also announced that a new handbook for public library directors, titled *Administrative Essentials*, will be coming out in 2005, modeled on the Trustee Essentials handbook, as well as a new edition of the public library standards. Eugene Neyhart requested that COLAND be given an opportunity to review and comment on the updated standards. Mike said that a draft version of the standards will be sent to COLAND prior to the January meeting and a discussion of the draft will be added to the agenda for that meeting.

Neah Lohr updated the council on recent activities of the Instructional Media and Technology Team. She reported that Kate Bugher, former member of COLAND, has been hired as the new School Library Media Consultant for the IMTT, and Barry Golden has been hired as grant manager for the Evaluating State Educational Technology Programs grant; Arun Marathe has been hired as IS specialist for the grant. She also reported that Wisconsin has received two Improving Literacy through School Libraries grants from the federal government, and that the IMTT hopes to begin a School Library Impact Study in January. She reported on the WEMA legislative retreat, and discussed the Curriculum Resource Center, which is available as a resource for teachers on the WINSS web site. She suggested that COLAND might be interested in seeing a demonstration of the CRC at a future COLAND meeting. Neah also passed around copies of an IMTT brochure.

Sally Drew gave a brief update on the activities of the Reference and Loan team. She reported that the Interlibrary Loan survey is underway; the Russells will give a report at a future COLAND meeting. ILL focus group meetings will be held in November and December.

### 14. COLAND APPOINTMENTS

John Reid reported that Kris Adams Wendt has been appointed to fill Milton Mitchell's seat; no other appointments have been made at this time. There are nine more appointments to be made.

### 15. FUTURE MEETING DATES

- a) January 14, 2005 – Madison, possibly at the new UW-Madison Health Sciences Library.
- c) March 11, 2005 – Madison



d) May 13, 2005 – Superior; discuss possible date change for this meeting due to conflict with WAPL conference and UW-Madison commencement.

15. ANNOUNCEMENTS

John Reid reminded everyone to turn their reimbursement forms. There were no other announcements.

17. ADJOURNMENT

Catherine Hansen moved to adjourn the meeting; Kristi Williams seconded the motion; the meeting was adjourned.

Respectfully submitted,

Barbara Arnold  
Secretary