



March 7, 2008

Members Present: Kathy Boguszewski, Carol Brill, Carla Burmeister, Leslie Christensen, Sally Drew, Leanne Hansen, Rita Magno, Mark Rozmarynowski, Ed Van Gemert, David J. Weinhold, Janet White

Excused: Karen Grothe

Others Present: Phyllis Christensen, Patrick Wilkinson, Kathy Schneider

Chair Ed Van Gemert called the meeting to order at 10:05am and introductions were made.

Minutes: Approval of minutes from October 5, 2007 was moved by Brill, seconded by Burmeister, and passed. Schneider provided several updates to items from the minutes. The member survey highlights was rewritten as recommended by the Board and other WiLS documents were distributed as handouts. Milwaukee County Public Library System and Chippewa Valley Technical College joined WorldCat at the special pricing discussed at the last meeting.

Budget and Finance: The audit was reviewed, noting that WiLS did well financially because of interest earning. Per audit recommendation, Schneider will now sign off on everything as documentation of her review. New accounting rules will mean more expensive audits in the future because of data collection prior to audits. Even so, the Finance Committee agreed that it's important to have an audit every year. Drew asked about the succession plan that was suggested in a previous audit. The Finance Committee determined that the written procedures, which Schneider is currently reviewing, suffice for a smaller organization like WiLS. Drew made a motion to accept the auditor's report; White seconded; motion passed.

Other financial updates: The bottom line for this year's budget has improved by \$10,000. WiLS accounts for the first quarter are close to being reconciled with no problem areas noted. The academic NetLibrary consortium is near extinction; however, the public e-book consortium is still going strong although not with NetLibrary.

BadgerCat Evaluation Survey: In preparation for considering the June renewal of BadgerCat, WiLS surveyed participants on its value and their interest in continuing the group catalog. Overall, members support renewal, although some current members may not rejoin. Public libraries tend to use BadgerCat more frequently than academic library members. Since member commitments are needed prior to the contract renewal, Schneider will ask libraries for a commitment, clarifying the issues to aid decisions.

Scenario Planning: The Board reviewed the highlights of the survey responses. There was not much feedback. Schneider will take the stronger comments for consideration. The Board discussed possible actions for online education and will watch for ideas. Some of these topics may be incorporated into WiLSWorld programs; send Schneider suggestions.

Members Council Report: Christensen attended the February members' council meeting where the focus was on governance and possible reorganization for OCLC. Wilkinson also provided background information. The governance study committee did not look at distribution issues that would have included networks. Issues revolve around representation on council to become more global, the number of members on council, the number of possible regional councils and the composition of the OCLC Board as well as how many Board members are elected by Members Council. There was much discussion with no conclusions. OCLC is moving towards becoming a global information cooperative rather than strictly a library cooperative. A proposal on governance will be forthcoming for the May members' council meeting with any changes beginning in July 2009.

OCLC and Networks Partnership: The relationship of networks and OCLC is also changing, although there are many unknowns at this point. WiLS will want to maintain a relationship with OCLC. Schneider asked the Board for advice on several options. Brill made a motion to pursue a Midwest service arrangement that would maintain the mission of WiLS; Weinhold seconded; motion passed. During discussion Magno suggested that MINITEX be approached first. Schneider will begin talking to targeted groups in Wisconsin regarding potential changes.

WiLS Service Fees FY09: OCLC fees may change, but the Board recommended waiting to make changes to the WiLS fee structure until OCLC decides. Weinhold made a motion to accept the proposed FY09 fees with the exception of maintaining the FY08 annual membership fees and OCLC surcharges; Christensen seconded; motion passed.

Wisconsin Heritage Online: The Board reviewed the report and recommendations from the February 26th WHO Board Meeting. There are long-term issues for WHO to determine and WiLS is not necessarily part of the long-term plan. For now, Weinhold made a motion to approve the proposed WHO fees that WiLS charges for FY09; Brill seconded; motion passed.

WiLS Director's Report: Schneider reported on recent staff changes, the new accounting and OCLC billing software, expanding collaboration with MINITEX, and new cooperative purchasing products.

Other business: Van Gemert presented the slate of nominees for FY09 board election: Chair Elect - Hansen and Secretary — Grothe. Weinhold seconded the Nominations Committee motion; motion passed.

Drew discussed the DPI visioning summit on the future of libraries being held in May. Participation at the summit is by invitation only, but there's opportunity for others to submit comments on the COLAND web site.

There being no further business, Drew made a motion to adjourn, seconded by Brill, and approved. The meeting was adjourned at 3:00pm with a reminder that the next Board meeting will be at WiLSWorld on July 24th at 1:00pm.

Respectfully submitted,
Leanne Hansen
Secretary

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October 5, 2007

Members Present: Marc Boucher, Carla Burmeister, Leslie Christensen, Sally Drew, Karen Grothe, Leanne Hansen, Lisa Jewell, Rita Magno, Ed Van Gemert

Excused: Kathy Boguszewski, Carol Brill, David Weinhold

Others Present: Phyllis Christensen, Patrick Wilkinson, Kathy Schneider

Chair Ed Van Gemert called the meeting to order at 10:00am.

Minutes and Introductions: Introductions of those present were made. Approval of minutes (noting correction of Phyllis Christensen's name) from July 26, 2007 was moved by Boucher, seconded by Grothe, and passed.

WiLS Member Survey: Schneider reviewed the findings of the recent member survey. Some of the responses indicated that there's confusion about WiLS, particularly in regards to organization and funding. The two key issues that emerged are: 1) the need to communicate more information and in a timely way; and 2) WiLS major role of identifying and facilitating changes for the future. The survey indicated high satisfaction with staff expertise and support. During a lengthy discussion, board members made suggestions to help address some of the misperceptions and the perceived problems. The larger issues will be added to the agenda of an upcoming board meeting to allow more time for discussion. Board members also made suggestions for the marketing documents that WiLS staff members are producing.

WiLS WorldCat Group: The statewide threshold for the WorldCat group has been reached, presenting opportunities for expansion. Schneider outlined several scenarios with a recommendation for action: Assess a fee of \$300 per library for full access January through June 2008 for WorldCat/BadgerCat to cover the internal WiLS expense for implementation; for library groups (such as public library systems), the fee would be \$300 per library up to a maximum of \$5,000 total. In discussing the recommendation, board members likened the January –June 2008 access to a trial offer for this fiscal year. The targeted market will be those libraries that use OCLC for cataloging, but are not participating in the group. A motion to accept the recommendation was made by L. Christensen, seconded by Jewell, and passed with an abstention by Drew. Current participants will be notified of the free trial offering for expanding membership.

Report on the OCLC Study of Networks: Schneider shared the two outside reports done by independent consultants and an executive summary of the reports. OCLC has not yet given an official response, but is expected to have some statements

by October 12th to which the networks can respond. One of the issues between OCLC and its networks is the role, particularly for marketing and sales of products, that each of them serves. A written partnership agreement between OCLC and networks would help all parties work towards resolution of their problems.

Financial Report: The Board received the pre-audit report for FY07. All looks fine, especially as there was an unexpected increase in interest. Schneider informed the Board that she's making some slight projection changes on income and expenses for the FY08 budget that will better reflect actual figures from this past fiscal year.

Members Council Report: P. Christensen is the new alternate for WiLS and is looking forward to her first Members Council meeting later this fall.

Wilkinson reported that Members Council is pleased that a resolution between OCLC and networks seems near since it also affects their work. Another study -- this one on OCLC governance -- is now underway. International growth and potential changes between OCLC and the networks have prompted a look at how governance is structured. The relationship of Members Council and the Board of Trustees is also being examined as Members Council becomes more active. The E-Book Task Force, chaired by Wilkinson, has finalized its report and will present it at the next Council meeting on October 21st.

WiLS Director's Report: Schneider asked the Board to consider whether or not to make another contribution to the Wisconsin Library Association Foundation's Campaign for Wisconsin Libraries. Boucher made a motion that WiLS will contribute \$500 to the campaign, seconded by Burmeister, and approved. Schneider reported on several staffing positions. Much staff effort was put into implementing the new billing software, Traverse, which is now available online to members. Schneider said that it's working well.

There being no further business, Boucher made a motion to adjourn, seconded by Burmeister, and approved. The meeting was adjourned at 2:15pm.

The scenario subgroups met after the meeting to continue with planning.

Respectfully submitted,

Leanne Hansen, Secretary

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July 26, 2007

Members Present: Kathy Boguszewski, Marc Boucher, Carol Brill, Mary Clark (for Sally Drew), Karen Grothe, Peter Hamon, Leanne Hansen, Lisa Jewell, Rita Magno, David Weinhold, Janet White

Excused: Carla Burmeister, Leslie Christensen, Ed Van Gemert

Others Present: Patrick Wilkinson, Kathy Schneider

Past Chair Peter Hamon called the meeting to order at 1:20pm.

Minutes and Introductions: Introductions of the board members were made. Approval of minutes from April 10, 2007 was moved by Brill, seconded by Grothe and passed by voice vote.

Scenario Planning: The Board reviewed the focus group report on the "what if" strategic scenarios developed by the WiLS staff and Board earlier in the year. With the assistance of a facilitator, the focus group had discussed the detailed scenarios, looking for gaps and overlap in the coverage. They recommended that the scenario on Google be folded into another scenario. The focus group also read the conclusions of a SOLINET Focus Group and agreed with it regarding directions for the next 3-5 years. Board members suggested several ways to proceed with both the scenario report and the recent membership survey conducted this spring by Morrill Research Associates. It was finally agreed to initially handle the two planning documents separately. The WiLS staff will merge the detailed scenarios with the report from the focus group. A link to the full focus group report will be included. The merged document will then be sent to the WiLS membership for further comment. At an early fall meeting the Board will review the membership survey. As a final step, the scenario report and the survey results will be pulled together into planning. Focus group members will be thanked privately with represented constituencies named on the report. The remaining two scenarios (online education and shifts to expanded community roles) will be completed online by WiLS staff and selected board members.

Budget FY08: Schneider reviewed the budget noting that there's not much new or different. A motion was made by Weinhold and seconded by Jewell to accept the budget. After questions and discussion, a friendly amendment was added and the motion was approved to accept the budget with a caveat that Schneider will provide more information on the dollar amount for WHO after the meeting.

OCLC Members Council: A motion was made by Boucher, seconded by Jewell, and passed to confirm the appointment of Phyllis Christiansen (Marathon County Public Library) as the new alternate to Members Council. Wilkinson reported on the following highlights from the May meeting of the Members Council: OCLC getting libraries to webscale; a mass digitization project coming soon; governance, internal relationships, and member expectations.

WiLS Director's Report: The new accounting software proved to be a large project, but it should now be in place. July bills will be sent using both the new online system and in print. Membership training for the new system will be coming soon. The membership survey, conducted by Morrill Research Associates, also kept staff busy. For the next board meeting, Schneider will develop discussion options for the increased availability of BadgerCat.

Other business: The fall meeting will be held at the Wisconsin Library Association Office on October 5th.

There being no further business, Hamon adjourned the meeting at 3:00pm.

Respectfully submitted,

Leanne Hansen, Secretary

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