



## **WiLS Online/Telephone Conference Meeting Minutes—January 30, 2009**

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**Participating:** Kathy Boguszewski, Carol Brill, Carla Burmeister, Debbie Cardinal, Ane Carriveau, Phyllis Christensen, Sally Drew, Karen Grothe, Leanne Hansen, Mark Rozmarynowski, Patrick Wilkinson and Kathy Schneider.

**Agenda: Wisconsin Heritage Online**

The award of \$25,000 from the Nicholas Family Foundation with a pledge of additional \$201,930 caused the Board to reconsider a previous decision to discontinue financial support for WHO in 2009.

It was decided that WiLS will continue in a project management role for another year.

A motion was put forth by Boguszewski to have Schneider communicate this decision to the Foundation, with the knowledge that some Foundation funds would have to be used to cover added infrastructure costs to move to a new hosting site. The motion was seconded by Christensen. Carried.

**Partnership Agreement with OCLC:** Schneider spoke in favor of signing the agreement with some changes in language, and a commitment of \$18,000 from OCLC for training session costs.

On a motion by Brill the Board authorized Schneider to finalize and sign a 1 year agreement with OCLC. Boguszewski seconded; the motion carried.

Schneider reminded Board members that the regularly scheduled meeting will take place on February 19 at 10:00 am.

Respectfully submitted,  
Karen Grothe, Secretary

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October 14, 2008

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**Members Present:** Ewa Barczyk(for Van Gemert), Kathy Boguszewski, Carol Brill, Carla Burmeister, Ane Carriveau, Leslie Christensen, Sally Drew, Ron Edwards, Karen Grothe, Leanne Hansen, Mark Rozmarynowski, Dave Weinhold

**Others present:** Phyllis Christensen, Kathy Schneider.

The meeting was called to order at 10:05 by Leanne Hansen.

**Minutes:** A motion to approve the minutes of July 24, 2008 was made by Rozmarynowski, seconded by Carriveau; motion passed. In response to a request made at the July 24 meeting, Schneider distributed a list of WiLS Cooperative Purchasing Products.

**Finance:** Schneider distributed a pre-audit budget report, showing a current net profit of \$33411.64, and noted that we are quite close to budget. The audit will be done in November 2008.

**Wils & OCLC Future Relationship:** Schneider reported on the meeting with OCLC on September 9, 2008. Of the several partnership opportunities, Schneider recommended that WiLS pursue the Billing & Marketing Partnership. Marketing will include assistance with orders and order processing, with compensation estimated to be at 2-3% on renewal billing, and 3-8% on new orders. For billing, Partners will submit quarterly and annual updates of library billing contact information. The marketing requirements are straightforward and there would be less disruption for WiLS members.

Schneider further recommended that WiLS pursue Implementation/Consulting Partnership for ILLiad and QuestionPoint. OCLC will determine the cost for Implementation Services and that revenue will pass through to the Partner. A third recommendation was for careful consideration of the Training Partnership. The OCLC goal is a national training calendar of comprehensive training options. Schneider was in favor of taking a wait-and-see approach. The Board agreed, and WiLS will continue to explore shared training opportunities with Minitex.

A motion was made by Weinhold and seconded by Hansen that the Board accept all three of Schneider's recommendations and that she proceed with discussions with OCLC. The motion passed.

**New Services from WiLS:** Results of the member breakfast discussions show considerable interest in Consulting, Business Intelligence and Project Management. The big question is what can or will libraries pay for services in these areas. To determine this, a process of site visits, focus groups and pilot sites for new services will be the next step.

**Members Council Update:** Christensen reported on the new governance structure emerging as OCLC continues to become a global entity. Instead of Members Council, OCLC expects to implement Regional Councils and a Global Council, under the OCLC Board of Trustees. Board members can expect a written report from Wilkinson with more details.

**Planning Ahead for FY10:** The major change projected for 2010 is the implementation of new services and the income related to those services. Schneider proposed a concept of a Premium Membership, as an alternative to the Basic membership. The Premium membership would have several levels based on size of institution and the services needed. It is hoped that focus groups will help determine what the Premium membership would include and whether or not WiLS could get commitments for this level of service. Another possibility would be to offer services on a contract basis outside of a membership commitment. It will be necessary to develop specifics pertaining to new services, costs, and membership types.

**Director's Report:** The first item on the report was the State Library of Ohio Collaborative Grant Opportunity. Ohio is looking for partners in an effort to get a grant from the Institute of Museum and Library Services to create statewide open source resource sharing software. Not only would this provide a statewide catalog but also enhanced resource sharing. This could be expanded to include other states in the region. On a motion by Weinhold, seconded by Barczyk, the Board approved a commitment of \$25,000 towards the matching funds needed, if the grant is approved. The motion passed, with Drew abstaining.

Schneider discussed the WiLS Board Allocation document. No action was required.

Schneider reported on the development of several projects with revenue-earning potential, including a proposal for a consulting project for a public library system in Minnesota. Also being proposed is an outreach project to provide hands-on help to local libraries interested in WHO.

Schneider also presented an overview of current WiLS services, including ILL, Cooperative Purchasing, AskAway and WHO.

There being no further business, the meeting was adjourned at 12:25.

Respectfully submitted,  
Karen Grothe, Secretary

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July 24, 2008

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**Members Present:** Kathy Boguszewski, Sally Drew, Ron Edwards, Karen Grothe, Leanne Hansen, Mark Rozmarynowski, David Weinhold.

**Excused:**

**Others present:** Phyllis Christensen, Kathy Schneider, Patrick Wilkinson.

The meeting was called to order at 1:25 PM by chair Boguszewski, and introductions were made. Schneider informed the board that Carol Brill had asked to be relieved of treasurer's duties. Weinhold has agreed to accept that responsibility.

**Minutes:** A motion to approve the minutes of March 7, 2008 was made by Rozmarynowski, seconded by Drew; motion passed.

**Plan FY08 & Plan FY09:** Schneider made a correction to the number of libraries in the WorldCat group, from 32 to 328. She also reported that a 1 year agreement had been signed with OCLC. After discussion of the progress of AskAway, WHO and cooperative purchasing, a motion was made by Weinhold, seconded by Hansen, to accept; motion passed.

Schneider presented the budget report, pointing out a current net profit of \$30231.33. The budget report was accepted on a motion by Hansen, second by Weinhold; motion passed.

**Budget FY09:** Schneider pointed out that the budget (but not the bottom line net) is affected by changes in WHO funding. The new income total would be \$9,294,785 and the new expense figure would be 9,294,216. Schneider further pointed out an increase of .25 % in staffing, reflecting an increase in cooperative purchasing staff. This addition is intended to help with FY09 goals of increasing education and marketing of cooperative products. The **FY09 budget was approved on a motion by Grothe**, second by Weinhold; motion passed.

**Amendment to WiLS Bylaws:** The motion was made by Hansen, seconded by Carriveau to accept the proposed change to Article III Membership. Motion passed.

**Director's Report:** Schneider addressed current concerns about the future of WiLS' partnership with OCLC. According to the recent survey, libraries value the services they receive, and would like to see them continue, dependent on costs. Hopefully more will be known after the September OCLC Members meeting.

The re-introduction of Tech Notes has been greeted enthusiastically. Schneider also reported that cooperation with Minitex on training and education has been beneficial.

**Gearing Up for Strategic Planning:** It was suggested that while waiting for an OCLC determination, the Board should continue with planning for future activities. As a starting point, Schneider and her staff will review the priorities for future roles and services as indicated by participants at the member breakfast.

Schneider also suggested that this process continue with small regional meetings to poll libraries about what they want from WiLS.

Drew suggested that it would be helpful for the Board to have more information about cooperative purchasing. Schneider agreed, and will present at the fall meeting.

**Other business:** Tentative dates of October 14 or 15 were suggested for the fall meeting. There being no further business, the meeting was adjourned at 3:00 PM on a motion by Drew, second by Weinhold.

Respectfully submitted,  
Karen Grothe, Secretary

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#### Budget FY '09 (approved by board July 24, 2008)

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Personnel (Total FTE 23.25)	\$1,365,798
Equipment	\$ 22,000
Supplies/Services	\$240,336
Travel-Staff	\$ 33,300
Travel-Non-Staff	\$ 12,500
Projects	\$309,339
Subtotal	\$1,983,273
Pass through	\$7,310,942
Grand Total	\$9,294,215