

# Merlin Consortium Minutes

February 27, 2020 10:00 am

Northern Waters Library Service 3200 E Lakeshore Drive Ashland Wisconsin  
Call to Order 10:00 am

**Attendance Quorum** met

**Attending:** NWLS: Gostomski, Itzin, Johnson, Kriskovich, Machones

Libraries: Ashland – Adams, Cable – Lendved, Drummond – Arens (o), Eagle River – Kelman, Grantsburg – Kelley-Johnson (o), Hayward – Lank-Jones, Lac du Flambeau – Wolfe, Mellen – Thewis (o), Mercer – Schmidt, Phelps – Hutton (o), Sayner – Braunel (o), Shell Lake – Seaton, Spooner – Bodzislav, Superior – Heskin, Washburn – Pendergrass, Webster – Meyer (o), Winchester -- Forster (o).

**Approval of Minutes** (CA/SP)

**Financial Reports** (Gostomski) See Report; (ER/SL) Michelle noted the capital fund is only gaining through the interest.

**Reports from members and NWLS staff**

**NWLS Director** Happy to pass along strategic plan to dpi

**Assistant Director** Inventory updates; Anne-Marie is happy to come visit if you have a need for cataloging training one-on-one.

**ILS Manager updates** (Johnson) please see report. Johnson is updating itypes and loan rule associations for each library and will be reaching out to ask questions regarding what each library wants. Begin thinking about location codes for your library and how they might improve searching on the ILS. Inclusivity issue regarding preferred name in the patron record discussion. Motion approved to move forward with an alternative name option and update MERLIN registration form (SP/SL). Johnson will check into what the new field would be called. Guidelines on how to use new field will come out soon.

**SHOUT BOMB** Libraries have reported some negative feedback regarding expiration date calls/texts. If patron records include both email and text, they will get an email notification and a text, so it may seem like too much. Jackie will check with ShoutBomb to see if wording for expiring cards can be changed. If it cannot be changed, the phone notification for expiring cards could be turned off. **Broadcasting test...** piloted at Hayward and Grantsburg. HA story hour channel, patrons opt in to channel and they the library can send out messages to that group who has opted in. Libraries send the text through an email. If anyone wants to try it, contact Jackee. Only 7 occurrences for trouble with **Sierra license use**. Continue to use the button on the website to report if you have problems and NWLS will continue to monitor.

**Strategic Plan** Directors reviewed the new strategic plan. Amended to include intellectual freedom to values and develop talking points on reasons why people should support their libraries in the Relevance portion. Also, in the positioning for the future section; add investigate and *develop/ encourage* tribal libraries to become part of MERLIN and state- wide library services. (tribal libraries that are not recognized by the state can be in the consortium regardless) The NWLS strategic plan will include language that speaks to developing tribal libraries as state recognized libraries. Under the Relevance section to change to Objective 2: seek and promote programming services and resources. Motion approved to accept strategic plan with changes made (SU/WA).

**IT update** (Kriskovich) Zebra receipt printer that prints spine labels requested by Iron River. \$360 for printer, group buy may discount price. Sierra templates available through IFLS. Bulk order for ribbons/labels necessary for this type of printing. Tony will send out follow up email. Send Tony an email if you want to have a daily email sent to your library with the MERLIN notices sent to patrons (ShoutBomb). Spring computer orders, invoices will come out in April. March 11 is the deadline to submit your spring computer order.

**Adjourn 11:20** May 7 next meeting

## NWLS Director's Meeting

11:30 AM

February 27, 2020

### UPDATES

**Business Manager** Look for a mailing from Michelle this fall requesting notification when your February board meeting is so annual report can be signed and sent into NWLS before Feb 15.

**IT** Working toward setting up migration to new server. Regarding unreliable technology service from Centurylink/ATT; Sherry brought the issue up at Library Legislative Day, please call your local representative when there's an outage this summer.

### Continuing Ed

- i. LAWDS Workforce Development workshops. Plan to attend the IFLS sponsored one. May 20 at the Hayward Library 9:30 – 12:00 This round is Module 1, the continuing sessions will probably be online.
  - a. Goal; form library mentor network (LMN) relationships between libraries and workforce development systems to enhance service at all locations
  - b. Workforce development training modules will be provided to public library systems & their members

- ii. IFLS Workshops Following LAWDS workshops there will be some standards workshops
- iii. Rhinelander Children's Book Fest
- iv. Customer Service Webinars Series (April 1, 8, 15; 1pm)
- v. Tech Days (October 2020)

**Annual Reports** NWLS team needs two working days to review reports. Please plan your February board meeting to occur early in the month. There will be only one email address from NWLS to field annual report questions. Use the verify button on your report to check for errors or outliers to fix before sending to NWLS.

**Inventory** Anne-Marie has a list of dates for libraries' inventory process.

**WPLC/Overdrive** Embargo on MacMillan still in effect. Considering a magazine collection. Considering increasing buying pool amount by 5%. Lucky Day collection is live and eligible for Advantage accounts. MERLIN can discuss adopting a Lucky Day policy for WPLC. Libby geographic login is being simplified – trying to find your library should be easier.

**Ancestry** The state enhancement funds are not available for 2021 so if the subscription is continued, it would be paid for out of the NWLS budget.

#### **WLA**

- I. Library Legislative Day 168 librarians attended. WLA would like to increase the numbers of librarians for next year. Senator Janet Bewley called Angie at the Spooner library after the visit.
- II. WAPL/WLA Fall Conference April 29 – May 1<sup>st</sup>. Oshkosh NWLS Scholarships available (3). WLA at Green Bay Oct 27 – 30
- III. Mentorship Program Applications close March 16 for either Mentors or Mentees
- IV. Para-librarian of the Year call for awards coming out

#### **DPI**

- I. LSTA Advisory Council Members Four vacancies on the council
- II. COLAND Members Three vacancies for non-professional category
- III. PLSR DPI is looking for a project coordinator for PLSR
- IV. RIPL Scholarship Recipients Three librarians from Lac Du Flambeau are going to the conference!

#### **ALA**

- I. IMLS and National Library Legislative Day Sherry will represent our region in Washington DC. Sherry will send out info on signing Dear Appropriation letters to encourage inclusion of IMLS back into the Feb Budget
- II. Census DPI has a census webpage for information April 1<sup>st</sup> Census Day For each person who is not counted the state loses about \$1200.
- III. Libraries and Sustainability Mercer solar energy and info kiosk / programs around the solar panels; rain garden, Earth Day Fair. Spooner reusable utensils and plates for programming, Down to Earth documentaries monthly with discussions. Superior considering a green roof. Permeable pavers for parking lot with rain garden. Airlock entry, LED lights from remodel. Recycling bins and led lights at Lac Du Flambeau.

**Round Robin**

**Adjourn**

Respectfully submitted,  
Sarah Adams – Vaughn Public Library