

NWLS Board of Trustees  
March 14, 2020  
12:00 P.M.  
NWLS HQ

### **1. Call to Order/Roll Call**

Jeff Burke called the meeting to order at 12:00 pm.

**Present:** Connie Cogger (Bayfield County), Sandy Mackie (Washburn County), Samuel Pomush (Douglas County), Ron Leino (Douglas County), Dian Delong (Sawyer County), Jocelyn Ford (Washburn County), Jeff Burke (Vilas County), Laura Rachford (Burnett County), Clarence Campbell (Ashland County), Jim Crandall (Bayfield County), Susan Hendrickson (Douglas County), Buzz Byrne (Burnett County), Sherry Machones (Director), Michelle Gostomski (Business Manager).

**Absent:** Donna Knuckey (Winter Public Library), Vivian Markley (Douglas County), Jim Bassett (Sawyer County), Opal Roberts (Iron County), Kathryn McKenzie (Douglas County), Joyce Kebasa (Ashland County), Courtney Dietsche (Douglas County).

### **2. Guest Comments**

None.

### **3. Approval of the January 18, 2020 and February 15, 2020, Board of Trustees Meeting Minutes**

Motion by Samuel Pomush, second by Susan Hendrickson to approve the January 18, 2020 and February 15, 2020, Board of Trustees Meeting Minutes. Motion carried unanimously.

### **4. Approval of January and February 2020 NWLS Expenditures**

Motion by Sandy Mackie, second by Jocelyn Ford to approve the January and February 2019 NWLS Expenditures. Motion carried unanimously.

### **5. Approval of February 29, 2020, Financial Statement and Budget Report**

Motion by Jocelyn Ford, second by Samuel Pomush to accept the February 29, 2020, Financial Statement and Budget Report. Motion carried unanimously.

#### **5.(a) Approval of Adjustment to Travel Budget Line**

Motion by Susan Hendrickson, second by Jim Crandall to add \$5,000 to the travel budget line. Motion carried unanimously.

### **6. Approval of NWLS Siding and Roof Repairs**

Machones gave an overview of the building damage (maintenance room, water heater, boiler, water meter, side vestibule, Michelle's office, siding, roof) timeline thus far. Discussion continued going over the various options for repair, including surveying the entire building to get a complete picture of the state of the building and the possibility of a new building. Motion

by Susan Hendrickson, second by Laura Rachford to make immediate repairs to the maintenance room as covered by insurance, have the entire building inspected, and solicit bids on all other repairs. Motion carried unanimously.

### **7. Approval of NWLS WLA Scholarship Qualifications**

Machones voiced the request of member Directors to allow library staff to qualify for WLA scholarships, since the current Board decision specified Directors only. Motion by Sandy Mackie, second by Jocelyn Ford to allow all paid library staff eligible to apply for the NWLS WLA Scholarship. Motion carried unanimously.

### **8. Approval of Pandemic Plan**

Motion by Susan Hendrickson, second by Buzz Byrne to approve the Pandemic Plan. Motion carried unanimously.

### **9. Director's Report**

#### **Updates from member libraries:**

- Superior (now and next year) and Shell Lake Libraries (now) are experiencing increased staff turnover.
- Spooner has been nominated for Business of the Year, Community Involved Business of the Year, and Customer Friendly Business of the Year in Washburn County.
- The Division for Libraries and Technology is providing scholarships to attend the Research Institute for Public Libraries (RIPL). Three librarians from Lac du Flambeau received scholarships.

#### **Updates from the system:**

- The Merlin Consortium passed their Strategic Plan at the last meeting. I have attached it for your information. The NWLS Strategic Plan will be available at our next meeting.
- Continuing Education Updates:
  - LAWDS Module 1 Training
    - March 18, 2020: 10-12:30 p.m., Altoona Public Library
    - March 24, 2020: 10-12:30 p.m., Rhinelander, Rhinelander District Library
    - April 2, 2020: 10-12:30 p.m., River Falls Public Library
    - April 7, 2020: 10-12:30 p.m., Phillips Public Library
    - May 19, 2020: 10-12:30 p.m., Stevens Point, Portage County PL
    - May 20, 2020: 9:30-12 p.m., Hayward Public Library
  - Customer Service Webinar Series (April 1, 8, 15; 1 pm)
  - Tech Days (October 2020)

#### **Updates from the Director:**

- I attended Library Legislative Day in February. As a result, Senator Janet Bewley called the Spooner library Director and had a discussion, giving positive feedback on their library and the programs provided and offering a statement to be read at the library's "Trauma Informed Community" program.
- IMLS funding is in jeopardy again. We are trying to get legislators to sign the Dear Appropriator letters this week.

- PLSR: The new Project Coordinator position has filled. Bruce Smith, will be joining the Division for Libraries and Technology team on April 13, 2020. In the past 7 years, Bruce has led WiLS consulting project work with libraries and library systems throughout the state along with providing project management for a number of multi-system and statewide projects, including PLSR. DPI is planning for an Implementation Summit and will likely take place on June 2,3,4.
- The Council on Library and Network Development (COLAND) advises the State Superintendent of Public Instruction (DPI) to ensure that all state citizens have access to library and information services. If you know of any non-professional eligible individuals (trustees, high-interest patrons, retired library directors, etc).
- Select NWLS Staff were asked to submit documentation of their skills, experience, and leadership to aid in the WVLS/MCPL task force on system exploration.
- I attended the ALA Midwinter Conference in Philadelphia. The conference was full of turmoil with financial issues and the ongoing SCOE process. I have attached my Councilor report for more detailed information.
- NWLS Past Events:
  - January 22-23: 2020 Wild Wisconsin Winter Web Conference
  - January 24-28: ALA Midwinter Conference in Philadelphia
  - January 28: Merlin Strategic Planning Meeting
  - February 4: WLA Exec Meeting
  - February 10-12: NWLS Audit
  - February 10: SRLAAW Meeting, Madison
  - February 11: WLA's Library Legislative Day, Madison
  - February 14: WLA Board Meeting, Madison
  - February 17: WLA Fall Conference Planning Meeting, NWLS Closed
  - February 21: WLA WISL Meeting, Amery
  - February 24: Meeting with Superior
  - February 27: Merlin and Director's Meetings
  - February 28: Podcast Recording for LAWDS Project
  - February 29: Tony Evers Event, Bayfield
  - March 1-3: BrainStorm Technology Conference, Wisconsin Dells
  - March 4: ALA ASGCLA Exec Meeting
  - March 9: NWLS Strategic Planning Meeting
  - March 11: Children's Book Fest 2020, Rhinelander
  - March 11: National Library Legislative Day Meeting
  - March 12: ALA SCOE Division Meeting
  - March 12: WLA LD&L Budget Meeting
- Events upcoming:
  - March 17: DPI System Director Meeting, Waunakee
  - March 18: ALA SCOE Council Meeting
  - March 20: WLA LD&L Meeting, Madison
  - March 24: LAWDS Training, Rhinelander
  - March 26: Delivery Meeting; NWLS Staff Party

- March 27: UW Madison iSchool Visit at NWLS
- March 31: Speaking Engagement at UW Madison iSchool, Madison; Jason Reynolds Grant Planning
- April 1: ALA ASGCLA Board Meeting
- April 3: WLA Board Meeting, Madison
- April 7: LAWDS Training, Phillips
- April 10: NWLS Closed
- April 14: Eau Claire Building Project Event, Eau Claire
- April 15-17: WLA WAAL Conference, Milwaukee
- April 15: ALA Chapter Councilor Meeting
- April 15: IUG Conference, Minneapolis
- April 16-17: DPI State of the State Meeting, (No one from NWLS able to attend)
- April 20: WLA Fall Conference Meeting
- April 27-29: Toward One Wisconsin Conference, Green Bay
- April 29-May 1: WLA WAPL Conference, Oshkosh
- April 29: SRLAAW Meeting, Oshkosh
- May 1: Meeting with Superior, Oshkosh
- May 3-5: National Library Legislative Day, Washington D.C.
- May 7: M Merlin and Director's Meetings
- May 12-13: WiscNet Connections Conference, Madison
- May 15: WLA LD&L Meeting, Madison

#### **8. Adjourn**

Susan Hendrickson moved to adjourn the meeting at 1:14 p.m. Samuel Pomush seconded.

Respectfully submitted,

Sherry Machones, Director