

NWLS Board of Trustees
January 16, 2021
10:00 A.M.
Online

1. Call to Order/Roll Call

Jeff Burke called the meeting to order at 10:01 am.

Present: Vivian Markley (Douglas County), Kathryn McKenzie (Douglas County), Jeff Burke (Vilas County), Opal Roberts (Iron County), Buzz Byrne (Burnett County), Courtney Dietsche (Douglas County), Ron Leino (Douglas County), Connie Cogger (Bayfield County), Linda Featherly (Washburn County), Samuel Pomush (Douglas County), Susan Hendrickson (Douglas County) (arrived at 10:13), Laura Rachford (Burnett County), Clarence Campbell (Ashland County), Dian Delong (Sawyer County), Jocelyn Ford (Washburn County), Jim Crandall (Bayfield County), Joyce 'Pep' Kebasa (Ashland County), Sherry Machones (Director), Michelle Gostomski (Office Manager)

Absent: Dale Olson (Sawyer County), Donna Knuckey (Winter Public Library)

2. Guest Comments

None.

3. Approval of the November 21, 2020, Board of Trustees Meeting Minutes

Motion by Buzz Byrne, second by Laura Rachford to approve the November 21, 2020, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Election of Officers

Jeff Burke requested that Michelle Gostomski entertain nominations of officers. Samuel Pomush moved, seconded by Joyce 'Pep' Kebasa, to nominate the current slate of officers, Jeff Burke as President, Jocelyn Ford as Vice-President, Clarence Campbell as Treasurer. Motion made by Kathryn McKenzie to close nominations and approve the current slate of officers, seconded by Joyce 'Pep' Kebasa. Motion carried unanimously.

5. Approval of November and December 2020 NWLS Expenditures

Motion by Joyce 'Pep' Kebasa, second by Jocelyn Ford to approve the November and December 2020 NWLS Expenditures. Motion carried unanimously.

6. Approval of December 31, 2020, Financial Statement and Budget Report – Pending Audit

Motion by Kathryn McKenzie, second by Joyce 'Pep' Kebasa, to accept the December 31, 2020, Financial Statement and Budget Report. Jim Crandall mentioned that our interest is much lower than budgeted. Motion carried unanimously.

7. Director's Report

Updates from member libraries:

- Blair Nelson, Director of the Bayfield Public Library, will be leaving for the Spies Public Library in Menominee Michigan. His last day is January 22nd.

Updates from the system:

- Continuing Education Updates:
 - The following workshops/webinars for 2021 are scheduled and/or in the planning stages:
 - Wild Wisconsin Winter Web Conference - Jan. 27-28, 2021
 - Past Continuing Education:
 - The third and final WVLS recorded webinar of 2020 was posted in late December. Former Youth Services Consultant for the Southwest Wisconsin Library System, Marge Loch-Wouters, presented “Upping Your Virtual Programming Game.”
 - The Youth Services Workshop (organized by Anne Hamland) held virtually on December 3 was well received.
 - Several new Digital Bytes have been recorded and shared since November. Digital Bytes are short training sessions that are available and archived online.
 - Theme Options for Google Slides
 - Wispublib
 - Creating a Bitmoji Library
 - Wheel Decide
- Library Compliance Update: The Hurley Board met in December and has a meeting scheduled for February. This is positive movement toward compliance even though there is much to still be rectified.
- Technology Update:
 - Technology Support Specialist Position – Has been posted.
 - Tony is keeping up with the large volume of help desk tickets received and is working on annual report statistics.
 - The mobile printing solution company Princh is being received well by patrons.
 - Boulder Junction has an internet speed issue that was resolved after meeting with TEACH, AT&T, WINS, and CenturyLink.
 - Tony will be participating in the upcoming WPLC Technology Operations Committee. The first meeting is scheduled for next week.
 - After the Sierra upgrade, we did not receive any phone calls the next day with libraries not being able to get in with outdated clients. Tony spent the last few months making sure libraries had the upgraded version of Sierra Desktop App needed before upgrading. All Self-checkout stations were updated the day following the upgrade.
 - Location migrations to RDC on hold because of COVID19 and being able to visit locations.
 - Josh Klingbeil and Kris Schwartz have done a fantastic job getting NWLS setup with a dashboard to see live ILS/Technology statistics. Still a work in progress.

- <http://dashboard.northernwaters.org/>
 - TEACH Information Technology Infrastructure Grants Y21- Applications for those libraries that were interested were submitted.
- ILS Update:
 - The Merlin Consortium voted to change its name to The Northern Waters Library Network.
 - There will be a new discovery layer to our catalog in April. The first implementation meeting is scheduled for next week.
 - Our Sierra upgrade to 5.2 was a success.
 - Annual Report prefill went smoothly. The annual report opens to directors on January 25th.
- Inclusive Services Update:
 - I shared an Inclusive Services Update with member libraries at the beginning of December. The update shared links about racist murals in libraries, diversity hiring practices, self-care and time management, and the best American Indians Children Literature list of 2020. The update also shared several inclusive continuing education opportunities and upcoming diverse holidays.
 - At the middle of November, I attended the Toward One Conference, Wisconsin's Inclusivity Conference. It was very interesting to hear from other professions about what is happening in Wisconsin about inclusivity, diversity, and accessibility particularly in light of the global pandemic. There were a lot of good sessions, and here are some to name a few:
 - Creating a supportive and inclusive workplace during a pandemic – great discussion on how to address staff anxiety and accommodating mental health conditions.
 - Waking up white, regional community learning collaborative – a multi-year effort in La Crosse. There are three main components: the creating a healthier multicultural community project, a regional community read of Debby Irving's book "Waking Up White" and the white privilege symposium that was going to be held in December.
 - New voices in Oshkosh – Interesting first hand accounts from youth who are refugees and immigrants on how the public school resources are failing them and the support they need throughout the summer when schools are not in session.
 - Breaking down barriers through storytelling – very powerful interactive session with attendees sharing stories about how we have not been listened to or bias was shown to us. It was eye opening for many attendees who were hearing the differences based on who was sharing. This program was led by the Toward One Wausau Project.

Updates from the Director:

- We have had multiple months of issues with our current delivery provider, Action Logistics. Solutions are being considered.

- NWLS is still at a staffing deficit from pre-covid levels and operational loads are still dramatically different.
- WVLS Update – The MCPL Task Force voted 3-1 with two abstentions to withdrawal from WVLS. The Task Force final report and decision will be brought to the MCPL Board Meeting on January 25th. The earliest date Marathon County could withdraw is January 2022, following adoption by 2/3 vote of a resolution by the Marathon County Board of Supervisors at least 6 months prior to the close of the system’s fiscal year.
- WLA Update:
 - Library Legislative Days – February 16-18th (Virtual) The multi-day event kicks off with the traditional morning briefing via web conference on Tuesday, February 16 at 9 a.m. Then on Tuesday afternoon and throughout Wednesday and Thursday, you’ll have half hour virtual meetings with your legislators. This is our chance to let legislators know how we’ve adapted and responded to our community needs during the pandemic—safely and effectively. More than ever, state support for libraries directly helps communities survive and thrive—we need to tell legislators how we’re helping people now, thanks to state and local support. I will send out the registration information.
 - Covid: DHS has approached DPI with an opportunity to have libraries hand out covid self tests. DHS wants more testing in Northern Wisconsin, which places our libraries in an excellent spot to showcase how essential we are to our communities. Details are still being worked out. On the other hand, the CDC in December left out naming library staff as essential workers for the vaccine phases 1B and 1C. I initiated and am leading a campaign for library staff to be included at the state level in phase 1B.
- We need to schedule a special meeting of the Board for late February to pass our annual report before the March 1st deadline.
- NWLS Past Events for staff: (everything is entirely online)
 - November 23: Machones Annual Review
 - November 24: DPI and System Director Meeting; State Inclusive Services Meeting; NWLS Director Discussion
 - November 30: SRLAAW Meeting
 - December 1: DPI and System Director Meeting; WVLS Director Discussion; NWLS Director Discussion
 - December 2: Machones Open Office Hours; Conversations about Funding in a Time of Uncertainty webinar; Spooner Strategic Planning
 - December 3: ALA Council Session
 - December 4: WLA Board Meeting
 - December 7: ALA Intellectual Freedom Meeting;
 - December 8: DPI and System Director Meeting; Implicit Bias Webinar; Compassion Resilience Webinar; Decolonizing Subject Headings and Collections Webinar
 - December 9: Machones Open Office Hours; Jackee & Gina Office Hours
 - December 10: State Delivery Meeting
 - December 11: Data Visualization Webinar; Winter Retreat
 - December 14: Marketing Team Meeting

- December 15: DPI and System Director Meeting; WVLS Director Discussion; NWLS Director Discussion; Innovative Public Roadmaps Webinar; WVLS Holiday Celebration with Directors; Grow With Google Meeting
- December 16: Machones Open Office Hours; Dashboard Brainstorming Meeting; ALA Chapter Webinar
- December 17: LSTA CE Meeting; Infosec Meeting; Inclusive WLA SIG Meeting
- December 18: Outdoor Movie Workgroup; State Youth Services Meeting; Spooner Strategic Planning; Training New WI ALA Councilor
- December 22: DPI and System Director Meeting
- December 23: A Happier You: Work Habits to Enhance Performance and Well-Being Webinar
- December 29: DPI and System Director Meeting
- January 5: DPI and System Director Meeting; NWLS Director Discussion; Bayfield Board President Meeting; Bayfield Board Meeting
- January 6: LAWDS Director Meeting; Machones Open Office Hours; DPI & LD&L Advocacy Meeting; Spooner Strategic Planning
- January 7: Graphic Design Discussion
- January 8: Lake Superior Library Unsymposium
- January 11: LD&L Chair Meeting; MAB Email Meeting; LD&L JFC Prep Meeting
- January 12: DPI and System Director Meeting; NWLS Director Discussion; PLSR and NWLS Delivery Discussion
- January 13: Machones Open Office Hours
- January 14: WLA Board Retreat; Freegal Music/Freading eBooks Webinar; State Delivery Meeting; Liberal vs. Conservative Conflict Webinar; Building Virtual Team Cohesion Webinar
- January 15: LSTA CE Meeting; WLA Leadership Orientation; SCLS Delivery Meeting; ALA Chapter Meeting
- Events upcoming: Due to the rapidly changing environment, it seems futile to try list all the possible meetings forthcoming.

9. Adjourn

Susan Hendrickson moved to adjourn the meeting at 11:22 a.m. Samuel Pomush seconded.

Respectfully submitted,

Sherry Machones, Director