

NWLS Board of Trustees
March 13, 2021
10:00 A.M.
Online

1. Call to Order/Roll Call

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

Present: Connie Cogger (Bayfield County), Samuel Pomush (Douglas County), Ron Leino (Douglas County), Jeff Burke (Vilas County), Laura Rachford (Burnett County), Clarence Campbell (Ashland County), Jim Crandall (Bayfield County), Susan Hendrickson (Douglas County), Vivian Markley (Douglas County), Opal Roberts (Iron County), Kathryn McKenzie (Douglas County), Linda Featherly (Washburn County), Donna Knuckey (Winter Public Library), Sherry Machones (Director), Michelle Gostomski (Business Manager).

Absent: Joyce Kebasa (Ashland County), Courtney Dietsche (Douglas County), Dian Delong (Sawyer County), Jocelyn Ford (Washburn County), Buzz Byrne (Burnett County), Dale Olson (Sawyer County).

2. Guest Comments

None.

3. Approval of the January 16, 2021 and February 20, 2021, Board of Trustees Meeting Minutes

Motion by Susan Hendrickson, second by Samuel Pomush to approve the January 16, 2021 and February 20, 2021, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Approval of January and February 2021 NWLS Expenditures

Motion by Susan Hendrickson, second by Samuel Pomush to approve the January and February 2021 NWLS Expenditures. Motion carried unanimously.

5. Approval of Revised Pandemic Plan

Machones gave background on staff travel needs that are occurring. Discussion included instructing Machones to add a clause that vaccination status should be addressed in the revision. Motion by Linda Featherly, second by Ron Leino to approve the Revised Pandemic Plan. Motion carried unanimously.

6. Director's Report

Updates from member libraries:

- Librarians are beginning to be vaccinated and libraries are beginning to relax safety regulations.
- Donna from the Winter Public Library gave a verbal update on service status.

Updates from the system:

- ILS Update:
 - The Northern Waters Library Network (formerly Merlin Consortium) has chosen a new logo.
 - Discovery layer to our catalog: We are meeting weekly with the Pika implementation team. We are on track to go live mid-late April. There will be several weeks of previewing before the go live date to identify potential problems and provide staff training.
 - IUG conference - Gina, Ann Larson, Tony and Jackee will be attending the IUG (Innovative Users Group) virtual conference at the end of March.

- NWLS Dashboard - The LEAN partnership team has worked hard over the past few months to create a statistics dashboard for our libraries. It is like what Wisconsin Valley and IFLS currently use. The data goes back as far as October 2020 but will build over time. Check it out at <http://dashboard.northernwaters.org/> A huge thank you to Josh for carrying the bulk of this long-awaited project!
- Technology Update:
 - Technology Support Specialist Position – Has been filled! Jeffrey Hobbs has spent most of his life in the southern part of the United States. He was born in Georgia and left after college to take a job in North Carolina. In 2019, he moved to Ashland and took a role as an IT Technician for the Ashland County government which was a similar role to what he does now for NWLS.
 - Old electronics were picked up from NWLS office for recycling. We have reached out to member libraries for the next round of recycling.
 - Spring computer order is on its way. Will be training Jeffrey on setting up computers at locations.
 - The upgrade to the ILS Sierra 5.3 is planned for May 22-23.
 - Staff training on Pika is set for 3/30-4/1 and go live date is set for 4/20.
 - Applications are starting to come in for the latest round of CARES grants.
- Inclusive Services Update:
 - I shared a lengthy Inclusive Services Update with member libraries at the beginning of March. The update shared links about the appropriateness of Dr. Seuss, accessible gaming resources, and ALA accessible Covid information from the CDC. The update also shared several inclusive continuing education opportunities, articles, and upcoming diverse holidays. Machones also participated in the Compassion Resilience Training opportunity in January and February. Machones will work with Matczak on the rollout of training to our libraries. Also, on the education front, Machones has been working with a group of CE coordinators and Inclusive Services Consultants from around the state on an inclusivity training module that will be funded by LSTA and go until 2023.

Updates from the Director:

- I have been assisting the Bayfield Public Library with their Director search and will be assisting their search committee.
- I have been performing the ILL Support Specialist job since November. We are currently advertising the position as temporary.
- WVLS Update – During February's meeting the Marathon County Extension, Education and Economic Development Committee planned to set a date for a public hearing as the next step in a process for Marathon Co. to withdraw from WVLS. However, earlier in the day, Committee Chair Sara Guild received a request from the Marathon County Public Library Board to postpone the public hearing until further notice.
- WLA Update:
 - On February 15th, the Executive Director of WLA announced his resignation. As WLA President many association duties have fallen on myself. We have begun the process of hiring a new ED, but likely will not hire until July.
 - Legislative Update – Please [CLICK HERE](#) to access a printable copy of the latest Wisconsin Library Association Legislative Newsletter.
 - Budget: The executive budget proposed an additional \$2.5 million in FY22 and \$4 million in FY23 for public library system aid. The Joint Finance Committee is

crafting their own budget. Senator Felzkowski is our library champion on JFC. We need library supporters to attend in person the following events:

- Felzkowski's Listening Session- March 19th, 4pm, Eagle River VFW
- JFC Hearing- April 21, 10am, Hodag Dome, Rhinelander
- There will be a virtual session of JFC hearing on April 28th
- Spring Election Day is April 6, State Superintendent of Public Instruction Race
- NWLS Past Events for staff: (everything is entirely online)
 - January 18: ALA Councilor Training
 - January 19: CARES Grant Meeting with LEAN WI; DPI and System Director Meeting; State Inclusive Services Meeting; NWLS Director Discussion
 - January 20: Compassion Resilience Training; Inclusive Services Meeting; Pika Meeting; Indiana Library Association Meeting
 - January 21: Compassion Resilience Training; WVLS Meeting; WISL Meeting; Bayfield County Library Planning Committee Meeting
 - January 22-26: ALA Midwinter Conference
 - January 22: LD&L Meeting
 - January 26: DPI and System Director Meeting; Jackee & Gina Office Hours; NWLS Director Discussion
 - January 27-28: Wild Wisconsin Winter Webinar Series
 - January 27: Libraries Lift Limits on Learners Webinar; Sherry Office Hours; Pika Meeting; WPLC Tech Steering Committee; Bayfield Board Meeting
 - January 29: Library Legislative Day Planning Meeting; WAPL Planning Meeting
 - January 31: Interview with Superior Intern
 - February 1: WAPL Planning Meeting
 - February 2: DPI and System Director Meeting; WVLS Director Discussion
 - February 3: Sherry Office Hours; Pika Meeting; Spooner Strategic Planning
 - February 4: Interim Bayfield Director Meeting; Cataloging Interest Group Meeting
 - February 5: ALA Chapter Leaders Meeting
 - February 8-13: Accessibility Conference, NWLS Audit
 - February 8: Compassion Resilience Training; Marketing Workgroup
 - February 9: DPI and System Director Meeting; NWLS Director Discussion
 - February 10: Compassion Resilience Training; Pika Meeting; Outdoor Movie Workgroup
 - February 11: DPI and System Delivery Meeting
 - February 12: WLA Board Meeting
 - February 15: NWLS Closed; WLA Exec Director Meeting; Library Legislative Day Workshop
 - February 16-18: Library Legislative Days
 - February 16: Library Legislative Day Kickoff; State Youth Services Meeting;
 - February 17: Pika Meeting;
 - February 18: Covid HR Issues Webinar; WAPL Planning Meeting; WLA Youth Services Meeting; WLA Executive Committee Meeting; Consultation with Lakeshores Library System
 - February 19: LSTA CE Meeting; WPLC Advocacy Meeting
 - February 20: NWLS Board Meeting
 - February 22: Delivery Discussion; WLA Board Meeting; WISCAT Planning Meeting;
 - February 23: DPI and System Director Meeting; WPLC Board Meeting; LAWDS Meeting
 - February 24: Quote Meeting; Sherry Office Hours; Pika Meeting; WVLS Meeting
 - February 25: Merlin/Directors Meeting
 - February 26: WILS Membership Meeting; WLA Presidents Meeting
 - March 1: WAPL Planning Meeting; Marketing Meeting; Spooner Strategic Planning

- March 2: DPI and System Director Meeting; WILS Webinar; Meeting on White Fragility; Pika Meeting; NWLS Director Discussion
- March 3: Sherry Office Hours; Pika Meeting; Cataloging Meeting; Spooner Strategic Planning
- March 4: Jackee and Gina Office Hours; Interview with Georgia Library Association
- March 5: DPI WLA Meeting; DPI LD&L Meeting; Interview with Ex WLA President; LSTA CE Meeting
- March 8: WLA Board Meeting; Outdoor Movie Meeting; LSTA CE Meeting
- March 9: Centralized Cataloging Meeting; DPI and System Director Meeting; WPLC Tech Steering Committee; NWLS Director Discussion
- March 10: Sherry Office Hours; Pika Meeting; WLA Conference Meeting; Bayfield Meeting; REALM Update Webinar
- March 11: Service Animal Webinar; ILS Webinar; Spooner Strategic Planning
- January 12: IFLS Bib Committee; LAWDS North Central Meeting; Pika Meeting; LAWDS Northwest Meeting

Events upcoming: Due to the rapidly changing environment, it seems futile to try list all the possible meetings forthcoming.

8. Adjourn

Susan Hendrickson moved to adjourn the meeting at 10:53 a.m. Samuel Pomush seconded.

Respectfully submitted,

Sherry Machones, Director