

NWLS Board of Trustees

November 18, 2023

10:00 A.M.

Virtual

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

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

**Present:** President: Jeff Burke (Vilas County), Vice President: Jocelyn Ford (Washburn County), Laura Rachford (Burnett County), Jim Crandall (Bayfield County), Dian DeLong (Sawyer County), Sue Hendrickson, (Douglas County), Samuel Pomush (Douglas County), Buzz Byrne (Burnett County), Ron Leino (Douglas County), Linda Featherly (Washburn County), Kathryn McKenzie (Douglas County), Connie Cogger (Bayfield County), Richard Logan (Vilas County), Donna Knuckey (Library Representative from Winter), Michelle Gostomski (Business Manager), Sherry Machones (Director)

**Absent:** Karen Lauer (Iron County), John Righeimer (Sawyer County), Courtney Dietsche (Douglas County), Treasurer: Clarence Campbell (Ashland County)

### **2. Guest Comments**

None.

### **3. Approval of the September 16, 2023, Board of Trustees Meeting Minutes**

Motion by Buzz Byrne, second by Linda Featherly to approve the September 16, 2023 Board of Trustees Meeting Minutes. Motion carried unanimously.

### **4. Approval of September and October 2023 NWLS Expenditures**

Motion by Samuel Pomush, second by Connie Cogger to approve the September and October 2023 NWLS Expenditures. Motion carried unanimously.

### **5. Approval of the October 31<sup>st</sup> 2023 Financial Statement and Budget Report**

Motion by Sue Hendrickson, second by Buzz Byrne to approve the October 31<sup>st</sup> Financial Statement and Budget Report. Motion carried unanimously.

### **6. Approval of the Board of Trustees 2024 Meeting Dates**

Board discussed the meeting dates proposed. Jeff Burke recommended that more in-person dates be added to enhance board cohesiveness. Machones reported on fiscal considerations regarding offerings at in-person meetings. The board reached a consensus on providing their own refreshments as a cost saving measure. Motion by Sue Hendrickson, second by Linda Featherly to approve the 2024 meeting dates with changing May and July to in-person meetings. Motion carried unanimously.

## 7. Director's Report

### Updates from member libraries:

- The Forest Lodge Library in Cable has had to reopen the Director position search. The first week of December the committee will interview 5 new applicants.
- The Winter Public Library will be receiving a PBS Kids grant. The Director received a scholarship to attend the WLA Conference where she learned of the grant.
- [Ashland's \\$4.3M library renovations approved.](#)
- Update about the Evelyn Goldberg Briggs Memorial Library in Iron River:
  - [Iron River library board members replaced](#)
  - There was a library fundraiser at the White Winter Winery that had a huge community turnout. There was a video message from Tony Evers at the event.

### Updates from the system:

- Continuing Education Update:
    - Past events: [Article on the Workforce development workshop in Hayward](#), WLA Fall Conference
    - Future events:
      - [Wisconsin Libraries Talk About Race](#)
        - WI Libraries Talk About Race: Understanding and Challenging Implicit Bias in Decision Making - December 7 at 1 p.m.
        - Moving from Allyship to Leadership: Agency, Accountability, and Emotional Intelligence - January 11, 2024, at 10 a.m.
  - ILS Update:
    - [LSTA Cooperative Cataloging grant update](#)
    - [NICE \(Northern Wisconsin ILS Consortium Exploration\) Project Update](#)
  - Technology Update:
    - Helpdesk tickets. From 9/7/23-10/3/23, we had a total of 249 tickets.
    - Fall Dell Bulk Order has been completed.
      - 18 PCs and 2 Notebooks ordered.
    - The first ever bulk toner order is in the final quoting stage. Waiting to hear back from CDWG.
      - Had 9 libraries interested.
    - Completed: Purchased new Ubiquiti Edge Routers with LSTA funds. Will start configuring and exchanging member libraries. Current routers purchased in 2018. No cost to our member libraries.
    - Working with AT&T and TEACH on connecting member libraries to the new BadgerNet circuits. Looks to be pushed towards end of the year. Libraries are being scheduled, slower than expected.
    - Library Bandwidth Increases – Will be working with TEACH on increasing bandwidth for locations that are in need of it. Will be working on this after migrations.
    - Recycling Pickup – Pickup happened 9/21/23 for a total of 1063lbs. Since the beginning of 2021 we have
    - recycled 11,189lbs total.
- LEAN WI Partnership Updates:
- PatchMyPC – Updates 3rd party applications updates such as Google Chrome, Adobe Reader, etc. Update: Still working on this. Update: A few close pilot libraries have been set up for testing.

- Continued promotion of InfoSec IQ Security Training. Renewed with LEANWI funds, this provides library staff with security awareness training. Update: On hold at the moment. Busy with the router and BadgerNet changes.
- Reviewing mobile hotspot options with current Kajeet's agreement coming to an end 12/2023. Update: Still in communication with Kajeet on contract. Recent conversations with Josh Klingbeil and Kris Schwartz about this. Will move forward before current agreement ends.
- Library Location Migrations to WiscNet RDC (Regional Data Center) -
  - Need to coordinate with RDC, IFLS, WVLS, TEACH, BadgerNet, and WiscNet on moving NWLS headend Internet connection to RDC location.
    - Update: Successfully found a way to move the NWLS office away from using our current WiscNet headend circuit prior to moving our WiscNet IP block to IFLS. New routing tables and VLANs have been created. Have successfully tested the new setup and has been verified to be working without degrading any library traffic.
    - Update: IFLS has made changes to their external IP address block. On hold until BadgerNet migrations for our 3 systems have been completed by the end of our current contract date of 12/31/23.
    - With this change, I have contacted all our database vendors to add the necessary IP changes.
    - Internet facing ILS servers external IP addresses will then be changed.
    - Monitor network traffic to make sure the NWLS headend is no longer being used.
    - Continuing with the decommission of NWLS WiscNet headend ISP.
- Inclusive Services
  - Inclusive Services Updates were published in October and November and distributed to member libraries in WVLS and Northern Waters Library Service. The [October Update](#) shared resources on IMLS grants to make small and rural libraries accessible as well as an IMLS grant for teen mental health. It also covered the importance of pronouncing names correctly for children, the current controversy over a self-identified Native writer, and showcasing EDI offerings at the WLA Fall Conference. [The November Update](#) showcased several recent professional journal articles that featured topics on equity, diversity, and inclusion. Resources included were the new ALA Library Advocacy Action Plan Workbook, and the new PEN America report about book banning and library services in prisons.

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

- I met with staff in Red Cliff to share the new DPI issued requirements for public library designation. Jared, the Director, seemed encouraged and expected that they would have their request to DPI soon, hopefully by end of year.
- There has been a number of speaking opportunities over the past two months:
  - I gave a guest lecture at UW Madison's iSchool on October 13<sup>th</sup> to grad students working on their MLIS. I was asked to speak because of my experience with intellectual freedom issues and representing Wisconsin on ALA's state intellectual freedom network as well as my library leadership experience in the state and nationally.

- Two of the DPI/System Director meetings featured opportunities to discuss system successes: our LEAN WI partnership and our new venture in hiring a financially shared position, and our NWLN summer passport program.
- LEAN WI Systems on Track to Hire a Shared Position: LEAN WI partner systems – IFLS Library System, NWLS and Wisconsin Valley Library Service – are planning to collectively hire and share a full-time Technology Support Consultant. This unique position will provide support to over 100 libraries across the northern half of the state in such service areas as website development and support, digitization processes, and projects involving data visualization and analysis. We decided to interview three candidates for the position and are still determining a chosen candidate.
- [Current legislative actions](#)
- Save the Date for Library Legislative Day 2024! The Wisconsin Library Association's 2024 Library Legislative Day will be headquartered at the Best Western Premier Park Hotel on Capitol Square in Madison on February 6.
- NWLS County Library Plans: Ashland, Vilas, and Washburn Counties have been passed.
- NWLS Board Appointments: Several of our members' terms are up in January. Please contact your appointment bodies as soon as possible to ensure a smooth transition:
  - Laura, Sam, Ron, Dian, Richard
- In October, David Krantz informed his system colleagues of his plan to resign as Director of the Southwest Wisconsin Library System (Plattville). He accepted a position as ILS/Interlibrary Loan Consultant at the Winding Rivers Library System (LaCrosse).
- South Central Library System (Madison) Director Martha Van Pelt has announced that she plans to retire sometime in February or March 2024. In her announcement, Marty became the SCLS Director in September 2010 and has worked as a professional librarian for 40 years.
- In mid-August Greg Mickells announced his plan to retire as Director of the Madison Public Library effective February 2, 2024.



Sara Klemann (Eagle River) leads a class on ukuleles at WLA.



Gina Rae (NWLS Staff) at a keynote.



Emilie Braunel (Sayner) won a WLA Foundation raffle basket!



At The Movies With Librarians Panel



WLA Leadership Development Institute Committee



WLA Leadership Development Institute Graduates



WLA Past Presidents



Sherry lecturing at UW Madison [iSchool](#)

**8. Adjourn**

Motion by Sue Hendrickson to adjourn the meeting at 10:59 am, second by Sam Pomush. Motion carried unanimously.

Respectfully submitted by Sherry Machones, Director