

NWLS Board of Trustees

January 13, 2024

10:00 A.M.

Virtual

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

Jeff Burke called the meeting to order at 10:00 am.

**Present:** President: Jeff Burke (Vilas County), Vice President: Jocelyn Ford (Washburn County), Connie Cogger (Bayfield County), Jim Crandall (Bayfield County), Buzz Byrne (Burnett County), Kathryn McKenzie (Douglas County), Samuel Pomush (Douglas County), Ron Leino (Douglas County), Courtney Dietsche (Douglas County), Karen Lauer (Iron County), Linda Featherly (Washburn County), Richard Logan (Vilas County), Donna Knuckey (Library Representative from Winter), Michelle Gostomski (Business Manager), Sherry Anderson (Director)

**Absent:** Treasurer: Clarence Campbell (Ashland County), Jim Crandall (Bayfield County), Sue Hendrickson, (Douglas County), Dian Delong (Sawyer County), John Righeimer (Sawyer County)

### **2. Guest Comments**

Letter submitted by Laurie St. Aubin-Whelihan, Forest Lodge Library Board President and Chair of the Search and Screen Committee to express their profound gratitude and appreciation for the instrumental role that Sherry played as a vital member of the Forest Lodge Library Director Search/Screen Committee. The collective sentiment of the committee attests that their successful progress in this endeavor could not have been achieved without Sherry's exceptional contributions.

### **3. Approval of the November 18, 2023, Board of Trustees Meeting Minutes**

Motion by Buzz Byrne, second by Samuel Pomush to approve the November 18, 2023 Board of Trustees Meeting Minutes. Motion carried unanimously.

### **4. Election of Officers**

Jeff Burke requested that Michelle Gostomski entertain nominations of officers. Motion by Samuel Pomush, second by Linda Featherly to re-elect Jeff Burke as President, Jocelyn Ford as Vice-President, and Clarence Campbell as Treasurer. Motion carried unanimously.

### **5. Approval of November and December 2023 NWLS Expenditures**

Motion by Samuel Pomush, second by Buzz Byrne to approve the November and December 2023 NWLS Expenditures. Motion carried unanimously.

### **6. Approval of December 31, 2023 Financial Statement and Budget Report – Pending Audit**

Motion by Kathryn McKenzie, second by Ron Leino to approve the December 31, 2023 Financial Statement and Budget Report. Motion carried unanimously.

## 7. Director's Report

### Updates from member libraries:

- Amanda Westlund is the new Forest Lodge Library Director.
- A group of Ashland residents has filed a petition with the city to force a referendum on the proposed \$4.3 million Vaughn Public Library renovations. The matter will be included on the April spring election ballot.
- The Evelyn Goldberg Briggs Memorial Library in Iron River held a meet and greet with the new board members and me. Read more about it [here](#).

### Updates from the system:

- Continuing Education Update:
  - Future events:
    - [Wisconsin Libraries Talk About Race](#)
      - Moving from Allyship to Leadership: Agency, Accountability, and Emotional Intelligence - January 11, 2024, at 10 a.m.
    - Wild Wisconsin Winter Web Conference: Registration is now open for the [12th Annual Wild Wisconsin Winter Web Conference](#), held on January 24-25, 2024. Fourteen sessions will be available in four different tracks, including Management, Marketing, Internal Communications (new), and Programming (new).
- ILS Update:
  - NICE (Northern Wisconsin ILS Consortium Exploration) Project status update
- Technology Update:
  - Helpdesk tickets. 10/4/23-1/4/24, we had a total of 388 ticket
  - 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. **Update: As of 1/4/24, 11 libraries have been migrated**
  - Library Bandwidth Increases – Will be working with TEACH on increasing bandwidth for locations in need. Will be working on this after migrations.
  - 2023 Annual Report – Working on statistics needed for report.
- LEANWI Partnership Updates –
  - PatchMyPC – Updates 3rd party applications updates such as Google Chrome, Adobe Reader, etc. **Update: Pilot testing has been completed. Working on complete deployment for the NWLS system.**
  - Continued promotion of InfoSec IQ Security Training. Renewed with LEANWI funds, this provides library staff with security awareness training. **Update: Have completed updating the learners list. Will start training on this soon.**
  - Reviewing mobile hotspot options with current Kajeet's agreement coming to an end 12/2023. **Update: For locations that have decided to circulate these hotspots, we have extended this service for 6 months with LSTA funds, and will reevaluate in June 2024.**
  - 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: 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. (Update: Vendors have been notified. Completed.)
- Monitor network traffic to make sure the NWLS headend is no longer being used. (Update: NWLS Office is only current outgoing traffic using the NWLS headend.)
- Continuing with the decommission of NWLS WiscNet headend ISP. Have reached out directly to WiscNet and waiting to hear back.

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

- LEAN WI Systems Hire a Shared Position: LEAN WI partner systems – IFLS Library System, NWLS and Wisconsin Valley Library Service - and Winding Rivers Library System collectively hired and are sharing 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. Brendan Tuckey has been hired for this position. He is originally from New Zealand, and now resides in Rhinelander and is also an organic farmer, which you can read about [here](#).
- 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.
- I will be attending the ALA LibLearnX Conference from January 18-22 in Baltimore. I was re-elected by WLA to represent Wisconsin on the ALA Council. I was also nominated for a new ALA Executive Board position, representing the Rainbow Roundtable. For 2024, Gina Rae, our ILS Database Support Specialist, has transitioned off the WLA Board, and I will be transitioning back on as ALA Chapter Councilor.
- I have begun to assist Manitowish Waters with the beginning of their Director search. Janelle Kohl will be retiring, and they are looking to have a new Director named by March.
- The Katie Flowers Endowment Board (Forest Lodge Library) is requesting assistance in revising their bylaws and I will be working with them over the next month.
- I consulted with the Shell Lake Library about library legal issues in December.

#### **10. Adjourn**

Jeff Burke adjourned the meeting by consensus at 10:35 am.

Respectfully submitted by Sherry Anderson, Director