

NWLS Board of Trustees
July 20, 2024
10:02 A.M.
Hybrid

1. Call to Order/Roll Call

Jeff Burke called the meeting to order at 10:02 am.

Present: President: Jeff Burke (Vilas County), Treasurer: Clarence Campbell (Ashland County), Jim Crandall (Bayfield County), Connie Cogger (Bayfield County), Erin Fox (Burnett County), Samuel Pomush (Douglas County), Ron Leino (Douglas County), Howard Hendrickson (Douglas County), Roxanne Lutgen (Iron County), Dian DeLong (Sawyer County), Ron Buckholtz (Sawyer County), Richard Logan (Vilas County), Linda Featherly (Washburn County), Michelle Gostomski (Business Manager), Sherry Anderson (Director)

Virtual: Vice President: Jocelyn Ford (Washburn County), Buzz Byrne (Burnett County), Sue Hendrickson, (Douglas County), Donna Knuckey (Library Representative from Winter)

Absent: Kathryn McKenzie (Douglas County), Courtney Dietsche (Douglas County)

2. Guest Comments

None.

3. Approval of the May 18, 2024, Board of Trustees Meeting Minutes

Motion by Samuel Pomush, second by Roxanne Lutgen to approve the May 18, 2024, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Approval of May and June 2024 NWLS Expenditures and Financial Report and the June 30, 2024 Financial Statement and Budget Report

Motion by Sue Hendrickson, second by Samuel Pomush to approve the May and June 2024 NWLS Expenditures and Financial Report and the June 30, 2024, Financial Statement and Budget Report. Motion carried unanimously.

4a. Approval of Presidential Authority Emergency Expenditure for Security System

Motion by Sue Hendrickson, second by Samuel Pomush to approve the purchase of a security system from Advantage Systems Group that was initially authorized by President Burke and Vice President Ford on June 30, 2024. Anderson gave an overview of the initial email request, security plans and precautions already taken with staff, and current situation with the Iron River Library Board. Several Board members spoke in support of protecting staff. Sue Hendrickson recommended that NWLS staff have a police report on file as well as request extra patrols of the NWLS headquarters area. Motion carried unanimously.

5. Approval of the Northern Waters Library Service Bylaws Revision

Motion by Sue Hendrickson, second by Samuel Pomush to approve the Northern Waters Library Network bylaws revision with correcting IV(F) to state that a quorum will be fifty-one percent of Board members, and incorporating inclusive pronoun use throughout the document. Motion carried.

5a. Approval of the Creation and Appointments to Executive and Personnel Committees

Discussion on the new executive and personnel committees and the appointment process was covered by Anderson. Motion by Lutgen to postpone until the next NWLS BOT meeting. Motion carried by consensus.

6. Approval of the NWLS Nice Project – NWLS and WVLS ILS Merger

Discussion of the Northern Waters Network vote on July 18th and all final NICE Project reports were covered by Anderson. Motion by Sue Hendrickson, seconded by Roxanne Lutgen to not merge ILS's with WVLS. Motion carried unanimously.

7. Director's Report

Updates from member libraries:

- Molly Lank Jones will be retiring from the Sherman and Ruth Weiss Community Library in Hayward on September 30th. I have begun assisting their board with the hiring process.
- Kaye Petts will be retiring by the end of September. The Eleanor Ellis Public Library in Phelps has hired a former library board member, Angie Carlson, to be trained before stepping into the Director Role.
- Teresa Schmidt has left the Mercer Public Library to join the Department of Public Instruction as the Public Library Administration Consultant. Julia Pusateri has been named interim Director.
- The Plum Lake Public Library in Sayner held their 85th anniversary and basement remodel celebration this week.
- The Ben Guthrie Lac Du Flambeau Public Library has begun their language immersion camp.
- The Evelyn Goldberg Briggs Memorial Library in Iron River continues to deal with intellectual freedom issues as well as compliance with Wisconsin State Statutes.

Updates from the system:

- Technology Update:
 - NWLS System Library Support –
 - Helpdesk tickets. From 5/7/24 - 7/8/24, we had a total of 230 tickets.
 - Flexible Facilities Program Grant – Busy helping libraries gather quotes and pricing for this grant.
 - Attended the WiscNet Connections meeting in Madison (5/13-5/14).
 - Library Room Reservation Management System – Looking into different vendors that provide this service to member libraries. Also, looking at an internal solution that's being tested by the LEANWI Webservices Team.
 - Working with AT&T and TEACH on connecting member libraries to the new BadgerNet circuits. *Update: All physical circuit migrations are on pause until we hear back from AT&T.*
 - Library Bandwidth Increases – Will be working with TEACH on increasing bandwidth for locations in need. Will be working on this after migrations. *Update: With federal grant requirements, TEACH will be increasing all public*

libraries with less than 100 Mbps broadband speed will all be brought up to 100 Mbps. Project is to start July 1st, 2024.

- Dell Bulk Order – *Update: completed.*
- Windows 11 Upgrades – End of support for Windows 10 is scheduled for Oct. 2025. *Update: Completed. Not all library PCs in library use support the upgrade (~60 PCs). Have asked libraries to make it a priority to replace before the deadline as budgets allow.*
- New Email Authentication Requirements – Google and Yahoo announced they are implementing stricter email authentication requirements. *Update: Completed as much as possible.*
- LEANWI Partnership Updates –
 - Infosec IQ - Enhance security awareness training and implement phishing simulations to equip library/system staff with the skills to recognize and prevent malicious attacks.
 - Kajeet Mobile Hotspots – LEANWI extending subscription to the end of 2024.
 - Dell Backup Collaboration Replacement - The current system is coming up on its 5-year life cycle in 2025. Looking into replacement costs or possible web-based solutions.
 - Testing DCIM Solution – Data Center Infrastructure Management (DCIM) application. NetBox is used for modeling and documenting modern networks. Trying to find better ways of a centralized documenting system information for IFLS, NWLS, and WVLS staff.

Updates from the Director:

- Ongoing: I have been assisting the new Director of The Forest Lodge Library in Cable with compliance issues regarding their building project and the legal responsibilities between the Library Board and Endowment Board.
- On May 31-June 2, I attended the Law for Librarians (L4L) training by the American Library Association. Topics covered in the Law for Librarians Train the Trainer Workshop included:
 - First Amendment
 - CIPA, Social Media & Internet
 - Privacy & Confidentiality
 - Youth and the Law & School Librarians Copyright
- **Events attended:**
 - **American Library Association Conference** (June 27-July 2, San Diego) I represent Wisconsin on the American Library Association Council, the policy making body of the association. My report of Council activity is [here](#).

10. Adjourn

Motion by consensus to adjourn the meeting at 11:52 am.

Respectfully submitted by Sherry Anderson, Director