

Northern Waters Library Service Board of Trustees Bi-Monthly Meeting

January 18, 2025

10:00 a.m.

Location: Online Only

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), Treasurer: Clarence Campbell (Ashland County), Connie Cogger (Bayfield County), Ron Leino (Douglas County), Howard Hendrickson (Douglas County), Roxanne Lutgen (Iron County), Dian Delong (Sawyer County), Sue Hendrickson, (Douglas County), Richard Logan (Vilas County), Linda Featherly (Washburn County), Kathryn McKenzie (Douglas County), Courtney Dietsche (Douglas County), Jim Crandall (Bayfield County), Buzz Byrne (Burnett County), Ron Buckholtz (Sawyer County), Donna Knuckey (Library Representative from Winter), Katherine Elchert (Director), Michelle Gostomski (Business Manager)

Absent: Erin Fox (Burnett County), Samuel Pomush (Douglas County)

2. Guest Comments

None.

3. Welcome New Director Katherine Elchert

Katherine gave a summary of her background, an enthusiastic overview of her vision for the future and was welcomed by the group.

4. Approval of November 16th, 2024, Board of Trustees Meeting Minutes

Motion by Sue Hendrickson, second by Jocelyn Ford approve the November 16, 2024, Board of Trustees Meeting Minutes. Motion carried unanimously.

5. Election of Officers

Motion by Connie Cogger, second by Linda Featherly to retain the same slate of officers, Jeff Burke – Chair, Jocelyn Ford – Vice Chair, Clarence Campbell – Treasurer. Motion by Katherine McKenzie, second by Sue Hendrickson to close nominations of officers. Motions carried unanimously.

6. Acceptance of November and December 2024 NWLS Expenditures

Motion by Ron Buckholtz, second by Buzz Byrne to accept the November and December 2024 NWLS Expenditures. Motion carried unanimously.

7. Acceptance of December 31, 2024 Financial Statement and Budget Report – Pending Audit

Motion by Roxanne Lutgen, second by Jim Crandall to approve December 31, 2024 Financial Statement and Budget Report. Motion carried unanimously.

8. Director's Report and IT Updates

Updates from NWLS Staff

- Welcome our new Director Katherine Elchert coming to us from McMillan Memorial Library in Wisconsin Rapids. Today is her starting date!

- ILS Database Manager Jackee Johnson left her position on January 3rd to pursue her career with IFLS Library System closer to her home in Eau Claire. We thank her for 6 years of dedication to Northern Waters and our member libraries. Decisions about the position will be made after our new Director, Katherine Elchert comes on board.
- On January 15, our Sierra server is being moved to a cloud hosted environment with our vendor. This is a time-consuming project that staff is working hard to complete.
- NWLN will be changing their catalog discovery service to Innovative's Vega Discovery product for our public catalog. A phone app is also in the works. Spring will be busy!
- NWLS has giving a scholarship to Angie Bodzislaw of the Spooner Memorial Library to attend Library Legislative Day in Madison on February 11th advocating for Northern Waters libraries.
- NWLS discontinued digital access to New York Time and New York Times Cooking to allocate more funding towards our Kanopy streaming service.
- Michelle and Tony are working on preliminary audit materials due January 14th. The audit begins the second week in February.
- NWLS Staff is communicating with member libraries about their annual reports and has set up a drop in work session to answer their questions at the end of January.

Updates from Libraries

- The December Iron River Town Board meeting reappointed two Library Board members and resolved her issue regarding board representation.
- Superior Public Library launched the city's Year of the Fitz with an event at the library to learn about the Edmund Fitzgerald supporting efforts to recognize Superior as the Edmund Fitzgerald's final port of call with a historical marker at Barkers Island.
- Winchester's is still searching for a new director. System staff and DPI are providing support to the Board. Blaze Burton, the library assistant, is handling the day-to-day operations.
- The Vaughn Library in Ashland is closed until January 13-27. They expect to be at their Beaser Avenue location for one year.

NWLS System Library Support (Submitted by: Tony Kriskovich)

- Helpdesk tickets. From 11/14/24 - 1/10/25, we had a total of 233 tickets.
- Attended the WPLC Technology Backup Workgroup meeting 12/2/24. Discussion and feedback from other library systems on backup systems next-generation.
- Working with new digital navigator staff from the Capital Projects Digital Connectivity and Navigators Program grant. Program to deploy computing devices and provide digital navigation services to make use of the devices for work, education, and health monitoring.
- Remote/mobile printing solution (Princh) has been set up for Washburn PL, bringing the total number of NWLS libraries using it to 18. Digital navigators will assist with training to library patrons on this.
- Attended the WPLC Technology Community of Practice meeting 12/17/24. Discussed Windows licensing, Internet traffic security, and BadgerNet migrations progress.
- Attended the WiscNet Platforms Update meeting on 12/18/24.
- With the increase of account compromise to Microsoft 365 accounts, will be enforcing MFA for accounts provided by NWLS hosted Microsoft 365 tenants. **Update:** Work in progress.
- Collaborating with Vaughn Public Library to set up a temporary TEACH network at a temporary location for the 2025 remodel. **Update:** Temporary location equipment has been configured/installed to allow library traffic to tunnel back to our internal network to access network resources. Will assist as much as possible with workstation move (e.g. printer configuration, cabling to PCs, etc.)

- Adding new technology at Mercer Public Library with Flexible Facilities Program grant funds. **Update:** Work in progress.
- Working on updating our internal process to image our computers. Imaging allows us to set up one computer exactly the way we want it for production and copy it over to multiple other computers quickly.
- Annual report 2024 work.
- Gathering info for audit season.
- Migration of ILS Sierra servers to their cloud-hosted solution. Trying to find solutions to bring back certain information back into our internal network for other services. Working on mobile app configuration. Assist with the new catalog product Vega go live.

LEANWI Partnership Updates –

- The LEANWI technology team has been an invaluable partner in helping us through the ILS server migration process. Their expertise has been critical in addressing the numerous challenges and concerns that arose during this transition, ensuring the process moves forward smoothly.
- 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. **Update:** It was decided to extend the service maintenance agreement from mid-2025 – mid-2026.
- 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. **Update:** Moving forward with this project in the Q1/Q2 of 2025.

9. Adjourn

Motion by Jim Crandall, second by Kay McKenzie to adjourn at 11:04AM. Motion carried unanimously.