

MINUTES
MORE Directors Council
Friday, November 16, 2018

Present/Attending: Alyson Jones (AL), Amy Stormberg (AM), Leslie LaRose (AU), Rebecca Dixen (BA), Linda Heimstead (BL), Sue Christianson (BN), Megan Taylor (BB), Ginny Julson (BO), Kathryn Stempf (BR), Samma Johnson (CA), Joe Niese (CF), Cricket LaFond (CL), Lisa Bragg-Hurlburt (CO), Rob Ankarlo (CU), Barbara Krueger (DP), John Wolfe (DR), Pamela Westby (EC), Tiffany Meyer (EL), Laura Tomcik (FC), Tina Norris (HU), John Thompson (IFLS), Hollis Helmecci (LA), Ted Stark (ME), Bea Volgren (MI), Jennifer Rickard (NR), Rebecca Puhl (PH), Kayla Campbell (PL), Katherine Elchert (RL), Tanya Misselt (RF), Krissa Coleman (RO), Shelly Rae (SA), Ginny Scheiderer (SO), Rebecca Dodge (SV), Su Leslie (SC), Karen Furo-Bonnstetter (WO).

Proxies: Sue Christianson for Dawn Ayers (CM), Bea Volgren for Leslie Peterson (CE), Ginny Scheiderer for Katie Schneider (EW), Su Leslie for Kris Surbaugh (FR), Ginny Scheiderer for Katie Schneider (GC), Rebecca Dixen for Michelle Johnson (HA), Bea Volgren for Kelly McBride (OS), Karen Furo-Bonnstetter for Christy Rundquist (PE), Rebecca Dodge for Carissa Langer (PR), Rob Ankarlo for Allison Lutz (TL).

Also Present: Lori Roholt, Joanne Gardner.

Absent: Carol Burnham (CH), Jill Glover (LU), Mary Hebda (OG), Deb Hyde (PF), Interim Director at Stanley (ST).

CALL TO ORDER:

Coleman (RO) called the meeting to order at 10:03 am.

Three new directors were introduced and include Kathryn Stempf of Bruce, John Wolfe of Dresser, and Samma Johnson of Cadott.

**ESTABLISH QUORUM AND COMPLIANCE
WITH OPEN MEETING LAW:**

Puhl (PH) confirmed a quorum was established by roll call vote. Compliance with open meeting law was verified.

MODIFY/APPROVE AGENDA:

Motion to approve the Agenda as presented by Meyer (EL); Norris (HU) seconded. Motion carried.

MINUTES:

Motion to approve the minutes from September 21, 2018 Directors Council meeting by Thompson (IFLS); Elchert (RL) seconded. Motion carried.

MORE ADMINISTRATOR'S REPORT:

Roholt thanked all who have submitted their preferences for cleaning up item and patron records. The Annual Reports should be as accurate as they can be. IFLS staff will be compiling and pre-filling as much information as they can for the Annual Reports.

(Heimstead arrived at 10:09 am)

The first big round of fine waiving per the Electronic Record Retention Policy has waived a lot of fines. \$368,000 in fees and fines were waived. As a result, more patron records are eligible for deletion. This in turn lowers the registered borrower count as well.

Libraries should watch for information about training for those choosing certification and instructions for those choosing CABS.

Libraries should let Roholt know the dates the library will be closed in 2019. Those can be entered into Sierra and not make things due or count against the hold shelf.

Libraries should think about joining MORE Advisory Committees for 2019. Those committees are open to all directors and staff. Although, there should be no more than one voting member per library per committee.

IFLS DIRECTOR'S REPORT:

The State is working on compliance protocols and has requested that all systems receive Agendas and Minutes from member libraries. Thompson requested that all libraries submit meeting agendas and minutes to IFLS.

The Public Library System Redesign (PLSR) project is winding down. The draft recommendations will be released on December 3rd. Libraries have been asked to complete a survey. The survey is inquiring about seven recommendations contained in the report.

Thompson noted that he attended the State of Systems meeting. The new data coordinator for the State is no longer requesting paper copies of the annual reports. They will still require a paper copy be submitted to the System office. Libraries can scan and email them to the office.

The State Superintendent was elected as Wisconsin's Governor. Kieffer has been appointed as the State Superintendent. There may be some additional and internal shuffling in the division.

Jackee Johnson took a position with Northern Waters as their ILS Administrator.

(Westby and Scheiderer arrived at 10:23 am.)

ISSUES/REPORTS FROM MORE COMMITTEES:

Elchert reported on the Resource Sharing and Collection Development (RSCD) Committee. They discussed the electronic magazines and have recommended staying with Flipster. OverDrive pricing is significantly higher, and it doesn't have the top five circulating magazines. The committee also discussed bootleg materials. They all discussed all formats in the high-demand holds project. It was suggested that the committee could make little videos that could help train staff and work towards a more unified training on MORE. Welch handed out a Wisconsin Public Library Consortium (WPLC) brochure on the services they offer.

Furo-Bonnstetter reported on the MORE Operations Committee. They discussed patron self-registration with two options. Patrons could register for a MORE library account online for access to non-physical electronic resources and MORE would determine the electronic resources to which these patrons would have access. The second option would be to complete online registration and bring the form to the library to verify.

Thompson noted that statutes come into play with linked patrons and there is not inherent permission to pick up materials. With children linked to cards, it is not inherent to tell parents what the kids have checked out. There are policies for circulation and linking and libraries need to be clear on dealing with privacy and picking up materials. Sample policies are available on circulation and privacy on the Department of Public Instruction website. It is important that all library staff are aware and follow the policies by-the-book. This protects the library. Roholt noted that it is possible to import student information in bulk into Sierra from the student records. Libraries worked with their school districts. Roholt doesn't see this as being something to initiate from the consortium level. Libraries should work with the local districts to make this work.

Rickard (NR) report on the MORE Bibliographic Committee. The committee looks at cataloging records of the system and providing clean records. Templates are posted on the IFLS website. At the last meeting, they discussed DVD records. New Bib format codes were sent out in TWAM (This Week at MORE) as well. They also added a new genre heading for 4K formats. The committee is reviewing video game formats and those records are being updated as well.

MORE VOTING COMMITTEE:

Puhl (PH) noted that currently there are two different votes. One for being here and representing the library. Another vote is based on contribution to MORE costs. The bigger your library, the more weighted votes the library gets. It is not proposed changing how we vote about the budget. It is for other considerations such as local priority holds, online patron registration, etc. About 5 years ago, those operation things were determined by a flat vote. If more than half were here it passed. So about 5 years ago it was changed, and all operational voting was based solely on weighted votes. With the recent change to local priority holds passed, it was with less than a 1/3 consensus because of weighted votes. That is why the voting schematics is being reconsidered.

The suggestion has been to do a combo of two things to pass an operational vote. If a vote is taken on an issue; 50% of votes would be the baseline as well as 50% of the weighted votes.

The MORE Bylaws are on the January MORE Directors Council meeting agenda as Appendix C. Proposed amendments to the Bylaws must be distributed 45 days before it can be voted on.

**INFORMATION – BOOTLEGGING WEBINAR
BY PAULA STANTION:**

Paula Stanton of Eau Claire created a Bootlegging Webinar discussing the purchase of illegal materials and circulating them. The committee discussed how this happens and what to do when bootlegged materials are found.

When libraries suspect an unauthorized copy is circulating, please submit an IFLS help desk ticket. IFLS staff will initiate a process for routing items back to libraries for evaluation and possible return to the vendor.

It was noted that the webinar provided excellent sources to check to verify that release dates on DVD's. Those sources were also included in TWAM this week.

Roholt noted that the Resource Sharing and Collection Development (RSCD) committee did come up with good procedures for bootlegged materials. It is often hard to tell from the physical material. If you find a movie and notice a future release date and other libraries are circulating, that is a good clue it is bootlegged and IFLS should be notified.

**ELECTION OF OFFICERS FOR
DIRECTORS COUNCIL 2019:**

Since there has been a lot of turnover in library directorship, it was considered helpful for consistency to maintain officers from 2018. The slate of officers is Krissa Coleman as Chair, Tina Norris as Vice Chair, Rebecca Puhl as Secretary, and adding Rob Ankarlo as Member-at-Large.

*Motion to approve the 2019 slate of candidates by Westby (EC); Krueger (DP) seconded.
Motion carried.*

ONLINE PATRON REGISTRATION:

The Online Patron Registration Policy recommendation was recommended by the MORE Executive Committee and included in today's meeting materials. Roholt noted that this policy recommendation is just talking about the potential for patrons to register online. School/student bulk registration is a separate issue.

The Policy states patrons who self register would have access to electronic resources as determined by the MORE Directors Council. It also specifies the minimum information patrons are required to submit to register online. Library and/or system staff will attempt to make sure it is not a duplicate record. The policy also notes that those patrons who register online, may come into the library to get a regular MORE membership card. There is a

separate process for a full member library card. The policy also states that patron records would be deleted if not used for a year.

Questions and discussion on what patron type would be used; library assignment; concerns about Act 150; fraud; online registrations being mediated; ages not addressed in policy; concern for losing data on patron use in an electronic world; the need to add that online registrations would need to be mediated; and a clean patron database would be important.

Motion to refer the Online Patron Registration Policy back to the Operations Committee to work on the policy based on today's feedback and brought back to the Directors Council for further discussion by Thompson (IFLS); Furo-Bonnstetter (WO) seconded. Motion carried.

OTHER:

All were welcome to join for lunch at Cancun Restaurant following today's meeting.

Krueger (DP) noted that St Croix County approved funding for adding 2 Wi Fi hot spots for each public library in St Croix County. Funding would come from the 2018 contingency funds.

Krueger (DP) announced that last spring, on behalf of the Village, the library applied for an AARP Community Challenge Grant for handicap access. They did not receive the national grant but found out the village did receive a \$11,600 grant for installation of handicap accessibility from the state level.

La Fond noted that the library was one of the main coordinators of a Career Day. Alumni and local businesses were contacted, and people talked about different career paths. It was decided to hold this event every 3 years.

Samma Johnson (CA) participated in an Inclusive Services seminar as an IFLS representative. If anyone is interested, they should contact her to come and talk.

ADJOURN:

Krueger (DP) motioned to adjourn at 11:56 pm. LaFond (CL) seconded. Motion carried.

Joanne Gardner, Recorder