

**MINUTES**  
**MORE Directors Council**  
*Friday, September 18, 2020*

**Present/Attending:** Amy Stormberg (AM), Leslie LaRose (AU), Rebecca Dixen (BA), Linda Heimstead (BL), Emily Resendiz (BN), Megan Taylor (BB), Ginny Julson (BO), Kathryn Stempf (BR), Samma Johnson (CA), Dawn Ayers (CM), Carol Burnham (CH), Joe Niese (CF), Cricket LaFond (CL), Lisa Bragg-Hurlburt (CO), Rob Ankarlo (CU), Barbara Krueger (DP), Leann French (DR), Pamela Westby (EC); Tiffany Meyer (EL), Jenna Beyer (EW), Charlene Conradi (FC), M. Page/S. Tougas (HU), John Thompson (IF), Hollis Helmecci (LA), Bonnie Carl (MI), Jennifer Rickard (NR), Mary Hebda (OG), Shelby Friendshuh (OS), Christy Rundquist (PE), Rebecca Puhl (PH), Kayla Campbell (PL), Carissa Langer (PR), Tanya Misselt (RF), Shelly Rae (SA), Kristina Kelley-Johnson (SO), Rebecca Dodge (SV), Su Leslie (SC), Karen Furo-Bonnstetter (WO).

**Proxy:** Charlene Conradi for Alyson Jones (AL), John Thompson for Katie Schneider (GC), Rebecca Dixen for Michelle Johnson (HA), Rob Ankarlo for Allison Lutz (TL).

**Also Present:** Lori Roholt, Kathy Setter, Bridget Krejci, Deb Faulhaber, Maureen Welch, Joanne Gardner.

**Absent:** Leslie Peterson (CE), Kris Surbaugh (FR), Jill Glover (LU), Ted Stark (ME), Deb Hyde (PF), B. Fahrenkamp, M. Blumer (RO), Elizabeth Miniatt (ST).

**CALL TO ORDER:**

Thompson (IFLS) welcomed everyone to the Zoom meeting of the MORE Directors Council.

Thompson (IFLS) called the meeting to order at 10:00 am.

**ESTABLISH A QUORUM:**

Puhl (PH) established a quorum by roll call.

**CERTIFICATION OF COMPLIANCE WITH  
OPEN MEETING LAW:**

Compliance with open meeting law was confirmed.

**AGENDA:**

*Meyer (EL) moved to approve the agenda. Rickard (NR) seconded. Motion carried.*

**MINUTES:**

*Stormberg (AM) moved to approve the minutes dated July 17, 2020. Furo-Bonnstetter (WO) seconded. Motion carried.*

## **MORE ADMINISTRATOR'S REPORT:**

Roholt is working with a few libraries that might be interested in joining MORE. LSTA funds will be available in the current grant cycle. This is a good opportunity for the 4 remaining non-MORE libraries to join. Durand and Fairchild seem to be the most likely additions.

Roholt included information about the expanded CABS service. This will be discussed under a separate agenda item.

Officer elections for the 2021 year will take place at the November Directors Council meeting. Members should consider serving as an officer or communicate ideas to the MORE Executive Committee of which fellow directors would be a good fit. The Executive Committee will meet and put together a recommended slate of officers. Nominations will be taken from the floor prior to approval.

## **IFLS DIRECTOR'S REPORT:**

Thompson noted that he fielded a question yesterday related to COVID. If students in your library you know have been quarantined from school, it is permissible to ask them to leave. Those in quarantine should not come to the library.

Test results of the virus on materials are still be monitored. Any changes on quarantining materials will be passed along as they are received.

Next week, the IFLS Board of Trustees will be meeting via Zoom. They will be reviewing and approving the 2021 budget and state long range plan. Thompson is not anticipating cuts to staffing or services for 2021.

## **ISSUES/REPORTS FROM MORE COMMITTEES:**

No MORE committees have met since the July 17<sup>th</sup> MORE Directors Council meeting.

## **LIBRARY SHARING OF NEWS AND INFORMATION:**

Johnson (CA) noted that Augusta and Cadott presented a series of 3 webinars on virtual programming. Information on the series was sent to adult services and youth services groups. With the new Facebook, you can add the events to your calendar.

French (DR) announced that Dresser completed a big renovation project last week. They laid all new carpeting, and the shelving was re-arranged. The library board was pleased and impressed.

Beyer (EW) had a couple of smaller remodels. The bricks were repaired on the front exterior of the building. A new sign was also made. Next week the building will be painted.

Welch noted that starting in January, eleven libraries are planning an online book club and inquired if others were interested.

Rundquist (PE) noted that Pepin hired a young lady to help with story time. During her first week working, Rundquist was called out and the new hire held the library open.

Carl (MI) stated that the library held a garage sale and brought in \$1,500 - \$1,700 to put towards the building payoff.

L.E. Phillips is working on a building expansion. Their Story Builder campaign materials are available on the library website and promote library services. Westby offered for others to adapt the wording to apply to their libraries to spread the good word how valuable libraries are. Eau Claire will be raising funds until the end of the year and start construction in the spring. The library will be moving to a temporary location during the construction phase which is expected to last about 14 months.

Hebda (OG) noted that Ogema has moved programming outdoors for the fall Thunder Ride. A quilt show will include hanging quilts outside for display. Barn quilts will be displayed as well. It is near Timms' Hill, which is a tourist area.

### **TWO MEETING RULE FOR MAKING POLICY DECISIONS/BUDGET IMPACTS:**

Furo-Bonnstetter (WO) suggested this agenda item based on the recent change with centralized bibliographic services. The proposal was presented and discussed at the budget meeting and then on the agenda at the July Directors Council meeting. An informational piece was sent but there was not a Directors Council meeting with discussion of the proposal. It was Furo-Bonnstetter (WO) understanding that items with an impact on the budget would be listed for discussion at the first Directors Council meeting, and then voted on the next meeting.

Thompson noted that many times items are added or eliminated in the budget the day of the meeting. Thompson asked if the intent should be clear as to what would be a two-meeting rule. Would it apply to all decision making or just specific ones? An example would be a decision to eliminate Elf. Would this be a one or two meeting rule?

Furo-Bonnstetter (WO) understood adding and removing items from budget, but felt this change included the elimination of something that some libraries do, cataloging. She wondered if there should have been the discussion of libraries not doing cataloging.

When LaFond (CL) explained the change to her library board; they were concerned. Her job description was changed, and cataloging was taken away.

Furo-Bonnstetter (WO) was not asking to re-do the decision. She would have preferred the opportunity to go back to her library and talk about it.

Rundquist (PE) noted that Furo-Bonnstetter and LaFond brought up excellent points. Rundquist recalled discussion a few years ago when a change was proposed in holds. It was her understanding that items with a big impact would have two meetings. Westby (EC) recalled the discussion to do a meeting for discussion and voting being deferred to the next meeting. She did not recall that decision was ever made formal. Westby (EC) agreed with

Thompson that it is difficult to pick out everything that may or may not require a two-meeting rule.

Westby (EC) noted that the centralized bibliographic services change was not just budgetary. It also impacted workflow and job assignments. Westby (EC) noted that we need to make sure we are looking at all the options. Although not everyone may agree, the options should be explored to make an informed decision.

Roholt shared a comment received from Heimstead (BL) asking if the intent of the two-meeting rule applied to policies rather than budget items.

Thompson proposed if an acceptable solution. In 2021, the MORE Executive Committee could work with the MORE staff to develop a document to provide guidance on and bring to the MORE Directors Council in March to talk about prior to the budget cycle. Helmeci (LA) felt this clarification would be useful in making major decisions, especially those that affect the budget.

Thompson noted the tricky part with the budget cycle is that some libraries need information in July. We need to make sure how to put in place that allows everyone the opportunity to get budget numbers in enough time. Roholt added that the MORE bylaws are up for review in 2021. The bylaws explain how MORE operates and would be a good place to include. Furo-Bonnstetter (WO) agreed with Thompson and Roholt's suggestions.

Elchert (RL) noted that MORE directors need to be mindful that we are not holding IFLS staff to a threshold, that directors could not meet. The centralized services were brought up in May. It was recommended that everyone attend the budget hearing in June. It was discussed at the July Directors Council. Elchert's (RL) view was there was plenty of time to bring to library boards and to get clarification. If you do not understand something, it is up to you to seek out clarification. Furo-Bonnstetter (WO) wondered if the budget should be a required meeting. Burnham (CH) noted that it is the director's obligation to pay attention, seek explanation, and learn.

LaFond (CL) stated that she did reach out to Roholt. She also attended the budget hearing. She discussed with her board who told her to vote no. At the budget meeting, it was noted that they would see if they could look at alternatives and not make such a leap. LaFond (CL) noted her library board is considering cutting her hours and the budget has a lot of ramifications.

Westby (EC) noted that three of her staff reached out to IFLS and did have someone at the budget hearing. There were questions they had that were not answered directly how that would work as partners. They could not get to a place where they really understood why centralized cataloging was proposed. Westby (EC) noted that the two-meeting procedure could be put in place, but it does not necessarily hit on the mark. Westby (EC) is inviting IFLS to be fully forthcoming with long term goals for the system that the libraries might not be aware of. If the reason for centralized cataloging is known, they want to know that. If this is the first phase, and more phases are to follow, libraries can start thinking about that now.

The direction was for the 2021 MORE Executive Committee to work with the MORE staff to prepare a document to provide guidance. They would take into consideration feedback from today. Any additional feedback can be sent to Roholt and copied to Thompson.

### **CABS IMPLEMENTATION FRAMEWORK:**

The approved 2021 MORE budget includes funding for Centralized Bibliographic Services. IFLS and three cataloging partners (Chippewa Falls, Eau Claire, River Falls) will be responsible for all bibliographic level cataloging for MORE beginning January 2021.

Everyone received a message to meet with Kathy Setter or Bridget Krejci, beginning with the libraries currently using CABS. The service will be tailored to your needs and existing workflows as much as possible, while ensuring sufficient information about library acquisitions is relayed to the team, allowing them to create high-quality bibliographic records.

Information about the service is posted on the IFLS website. Krueger (DP) asked Roholt to provide instructions that will print easily.

Leslie (SC) had a meeting with Krejci. Leslie shared that staff are flexible and work with each individual library. They are there to free up time and make more across-the-board easier for patrons to find items. Change is scary, but also good. Library directors have so much to do, and this frees up time for directors to learn other things. Leslie (SC) encouraged others to ask questions and work with them. They are flexible and nothing is set in stone. Roholt asked libraries to be prepared for meetings and raise issues and questions. Roholt can be contacted as well with questions in the meantime.

### **INCREASING HOLD LIMITS:**

Roholt has heard comments about increasing the holds limit for general patron types. Right now, holds are at 50 and checkouts at 100. Many library patrons cannot readily browse. Roholt inquired if the group would be interested in changing the 50-hold limit. Roholt added that there does not appear to be a widespread need. Out of 12,000 patrons, only 86 items have 45 or more holds. Neighboring systems of Wisconsin Valley and Winding Rivers both have long-standing 100-hold limits.

LaFond (CL) noted that some patrons that are homeschooling are bumping against the 50-holds.

Rundquist (PE) stated that with longer holding of quarantining, holds are not getting filled as fast. Rundquist would be in favor of increase holds.

Rae (SA) also agreed to raise holds considering homeschooling families. It would make it easier to get the books that go with the curriculum.

Campbell (PC) noted that some patrons hit the 50-limit; but use their children's or other cards.

Stempf (BR) said a few families would benefit from increasing holds; but puts a bigger responsibility on children that are not ready for that.

Roholt reminded directors that a few years ago guidelines for institution cards were implemented. If you go to the website, the guidelines provide a lot of leeway for your own local policies. You could see about local policy to issue an institution card for homeschoolers.

Roholt suggested the Operations Committee could discuss holds and checkouts and make a recommendation at the November Directors Council meeting.

There were some discussions of voting on increasing hold limits now rather than waiting until November. It was decided if we want to be consistent across the board, discussion on increasing limits are today as on agenda and voting could occur in November.

**ADJOURN:**

*Krueger (DP) moved to adjourn at 11:41 am. Johnson (CA) seconded. Motion carried.*

Joanne Gardner, Recorder