

MINUTES
MORE Directors Council
Friday, March 19, 2021

Present/Attending: Amy Stormberg (AM), Leslie LaRose (AU), Rebecca Dixen (BA), Linda Heimstead (BL), Megan Taylor (BB), Ginny Julson (BO), Kathryn Stempf (BR), Samma Johnson (CA), Dawn Ayers (CM), Carol Burnham (CH), 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), Rozanne Traczek (FA), Kris Surbaugh (FR), M. Page/S. Tougas (HU), John Thompson (IFLS), Hollis Helmecci (LA), Jill Glover (LU), Ted Stark (ME), Bonnie Carl (MI), Jennifer Rickard (NR), Mary Hebda (OG), Shelby Friendshuh (OS), Christy Rundquist (PE), Kayla Campbell (PC), Carissa Langer (PR), Katherine Elchert (RL), Tanya Misselt (RF), Tori Schoess (RO), Shelly Rae (SA), Kristina Kelley-Johnson (SO), Katie Schneider (SV), Su Leslie (SC), Elizabeth Miniatt (ST), Allison Lutz (TL), Karen Furo-Bonnstetter (WO).

Proxy: Leslie LaRose for Alyson Jones (AL), Samma Johnson for Joe Niese (CF), Katie Schneider for Charlene Conradi (FC), Rebecca Dixen for Michelle Johnson (HA), Mary Hebda for Deb Hyde (PF), Katherine Elchert for Rebecca Puhl (PH).

Also Present: Lori Roholt, Kathy Setter, Bridge Krejci, Deb Faulhaber, Joanne Gardner.

Absent: Lisa Kuebli (BN), Anna Griffin (CE), Glenwood City.

CALL TO ORDER:

Rae (SA) called the meeting to order at 10:02 am.

ESTABLISH A QUORUM:

Johnson (CA) established a quorum by roll call vote.

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

Certification compliance open mtg law was confirmed.

AGENDA:

Stormberg (AM) moved to approve the agenda. Meyer (EL) seconded. Motion carried.

MINUTES:

Elchert (RL) moved to approve the minutes dated January 15, 2021. Rundquist (PE) seconded. Motion carried.

MORE ADMINISTRATOR'S REPORT:

LSTA grant funds have been awarded for Fairchild and Durand to join MORE. Fairchild is already a MORE member and will be reimbursed startup costs with grant funds. Durand was contingent on receiving grant funds to join MORE. Now that the grant funds have been awarded, MORE will need to approve the timeline for Durand to join. Durand hopes to "go live" January 1, 2022. Setter has done great work with Fairchild.

In order to facilitate more informed discussions at Directors Council meetings, procedures have been established for submitting agenda recommendations. MORE Executive Committee will consider agenda item requests and determine the best process and forum for taking up issues. A timeline for agenda item requests and the link is posted on the MORE Committees page on the IFLS website.

MORE needs to update our locally hosted server software in order to remain current with Sierra releases. This upgrade will involve a one-time charge of about \$9,000 from Innovative Interfaces. Innovative Interfaces does have a cloud-based system MORE could use rather than hosting our Sierra servers locally, but it is considerably more expensive.

Directors should let Roholt know of any products or services she can investigate for possible inclusion or exclusion from the 2022 MORE budget. A 2022 preliminary budget with discussion will be taken at the May Directors Council meeting.

Furo-Bonnstetter (WO) asked if everything would be discussed through the Executive Committee. It was noted that the timeline was laid out to decide the best process and forum for taking up issues. This ensures that information is gathered for review and agenda items can be discussed through appropriate committees prior to coming to Directors Council.

Westby (EC) moved to approve the MORE Administrator's Report. Elchert (RL) seconded. Motion carried.

IFLS DIRECTOR'S REPORT:

The state is now recommending 24 hours quarantine of materials. Several libraries across the state are proposing to eliminate quarantine. This is something IFLS libraries may want to discuss. Thompson will talk to Maureen Welch and either with either conduct a survey or discussion.

The state is also trying to figure out reopening guidance as vaccinations are being done. What are the next steps or parameters to consider as libraries reopen without restrictions and begin programming on a larger scale?

IFLS will begin the 2021 planning process soon. We will see where we are at with COVID to determine if and when in-person meetings can be held.

Rae (SA) noted that the state is recommending 24-hour quarantine, but will the decision be up to each library? Thompson replied yes, libraries can decide. IFLS can collectively make a recommendation as a system, but the decision lies with each library.

The thinking is that general surface contamination is not a prevalent way the virus spreads. The 24-hour quarantine was decided a while ago and many libraries decided to keep longer quarantine times.

Westby (EC) noted that the library board is anxious to get back together for in-person meetings and for library programming. Thompson noted that as libraries move in that direction there have been questions related to hybrid meetings and the voting aspect.

There are questions whether that is an acceptable practice. Some communities did not allow at all and some allow but participant cannot vote. Now that several are holding hybrid or all-virtual meetings with parameters, it is likely to be more acceptable. Thompson noted that if you allow remote attendance and also meet in person, everyone must clearly hear the entire conversation of the meeting. It was asked if MORE could consider hybrid Directors Council meetings. Roholt noted that the meeting room would require better tools to host hybrid meetings. This would involve more planning and an investment to better equip the conference room.

Westby (EC) moved to approve the IFLS Director's Report. Krueger (DP) seconded. Motion carried.

ISSUES/REPORTS FROM MORE COMMITTEES:

Elchert (RL) noted that the Resource Sharing/Collection Development (RSCD) committee met in the end of February and discussed a couple topics. Maureen Welch provided an OverDrive/WPLC report. Because electronic materials were so high in 2020, libraries have been giving money to increase that collection. Magazines are also available in OverDrive, although the highest circulation magazines are not in that collection.

The RSCD committee also discussed library apps and collection maintenance standards for MORE libraries.

The Operations committee met and the minutes from that meeting are posted. Becky Puhl from Phillips was elected chair for 2021. The big project of this group has been the recommended circulation policy for MORE as a whole. The group also recommended updates to forms used. All Operations meetings are open, and you are welcome to attend.

The Bibliographics committee met, and the minutes are posted. Madeline Page is the chair of the committee. This committee provides important communication for those doing cataloging work and are keyed in to helping patrons use the catalog. A report will be put together for the May Directors Council about the cataloging service.

MORE BYLAWS REVISION:

Roholt noted that meeting materials were posted. The revised bylaws as recommended at the February Executive Committee meeting were distributed to all directors via email on Monday, February 8th. A link to the bylaws was provided. One clause was added on page 3 of the bylaws.

Bylaws are reviewed every two years. Revisions must be distributed 45 days before they are voted on. The threshold for a vote is 75%. The bylaws cannot be voted on today. If changes are recommended, revisions would need to be distributed and it would re-start the 45-day clock. If no changes are recommended, they can be voted on at the May Directors Council meeting.

Westby (EC) noted that the bylaw update recognizes the value of discussion across multiple meetings while allowing Directors Council to make decisions with a high level of support in the course of meetings. This is to help ensure library directors have time to review topics and be fully informed prior to voting.

This revision creates a two-meeting parameter for all topics related to the budget and policies. Two meetings would not need to be held if 80% are in agreement.

Westby (EC) noted that the Executive Committee is trying to create a greater level of transparency through agenda development. More information would be provided as to agenda items, so directors have time to look into, get questions answered, and be better prepared when votes come to the Directors Council.

The MORE bylaws will be added to the May Directors Council agenda for a vote.

LIBRARY APP PURCHASE:

Elchert (RL) sent information on the Library App purchase. The subcommittee focused on two Library Apps. One was BiblioApps and the other Innovative Mobile App. Both Apps were good. Demos were provided on both Apps. Ultimately the committee recommended BiblioApp. The price was considerably less, and the patron-facing catalog echoes the OPAC, making it easy for patrons to use.

Roholt received an email yesterday from Innovative Interfaces and they came back at a significantly lower cost. It is not clear how long this discount would be offered beyond the first year.

It was decided that the Library App Subcommittee will reconvene following information received from Innovative.

Pricing works differently on the two products reviewed. Those differences in pricing structure are included in information provided for today's meeting. BiblioApps charges a fee for all libraries to either opt in or not for self-check. Innovative Mobile App charges each library individually to opt in or opt out for self-check. The base charge for either App would be built into the MORE budget.

A question was asked why a Mobile App would be needed if a patron was checking out materials inside a library. Krueger (DP) replied that not all libraries have self-checkout. Rather than investing in equipment for the library, it provides an option for users to use self-checkout. In addition, some libraries do not have space to add self-checkout equipment.

Directors with self-checkout noted there is not a large error rate of books not being checked out and then returned. It is a convenience for the patron.

Westby (EC) asked if we have heard from either vendor about developing more than searching and self-checkout from their App. Would they add access to online digital items or merge some of the services through the App eventually like RFID? Roholt noted that both Apps integrate with other Apps as much as capable. OverDrive would be seamless with either platform for major Apps such as Libby. Freeding may be more difficult. There may be more possibility to integrate library resources through Innovative.

Ankarlo (CU) inquired if it would be possible to secure a 5-year service contract through Innovative. Roholt will pursue that.

Funds have been ear-marked in the past two years budget for MORE to cover the base cost for an App.

It was asked if libraries that already have self-checkout equipment would be interested in that feature in an App. Several libraries with self-checkout would be interested in the App. It can be useful for patrons and outreach programs.

In conclusion, Roholt noted it would be helpful for the App Subcommittee to reconvene to look into pricing, self-check questions, and make a recommendation for the Directors Council. The group could distribute information prior to the next Directors Council meeting. All questions should be forwarded to Roholt on ideas the App Subcommittee should consider.

UNIFIED MORE CIRCULATION POLICY:

Roholt noted that the Unified MORE Circulation Policy comes from the MORE Operations committee. Over several committee meetings, they developed a unified circulation policy. This policy codifies current practice and can be used as a starting point for future modifications.

Westby (EC) extended appreciation for the work done on creating a Unified MORE Circulation Policy. It provides an easier way for new directors and staff to locate information current practices.

Rickard (NR) asked if the intention was to incorporate this as part of the local policy. Roholt noted it includes formation on policy for the group as a whole and not meant to conflict with what is going on locally.

The Unified MORE Circulation Policy will be brought to the May Directors Council meeting for a vote.

LIBRARY NEWS:

Johnson (CA) noted Cadott is holding Camp NaNoWriMo. If libraries are planning some writing events, they can send some resources.

Hebda (OG) noted that during National Library Week, the school district is open to have the students visit the library.

Meyer (EL) shared that Ellsworth has reached \$225,000 of their \$350,000 fundraising goal without including grants. The library board voted to apply for other funds.

Rickard (NR) noted that New Richmond will be adding Roku's to the system with three different subscriptions. One Roku will be combined with a hotspot.

Stempf (BR) shared that Bruce is offering more hybrid programs. Little by little, they are beginning to open up. The Summer Library Program will be held outdoors and offer virtual attendance as well.

Westby (EC) noted that Eau Claire will be pausing services for holds pickup and begin the move to their temporary location beginning April 12th. Their goal is to have everything moved over to the temporary location by April 28th. In-person visits will be by appointment-only in the temporary location at Mall Drive. Maureen Welch will share out specific instructions regarding delivery during this transition.

ADJOURN:

Johnson (CA) moved to adjourn at 12:00 pm. Westby (EC) seconded. Motion carried.

Joanne Gardner, Recorder