

**MINUTES**  
**MORE Directors Council**  
*Friday, May 21, 2021*

**Present/Attending:** Alyson Jones (AL), Amy Stormberg (AM), Leslie LaRose (AU), Rebecca Dixen (BA), Linda Heimstead (BL), Lisa Kuebli (BN), Megan Taylor (BB), Ginny Julson (BO), Kathryn Stempf (BR), Samma Johnson (CA), Dawn Ayers (CM), Anna Griffin (CE), 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), Rozanne Traczek (FA), Charlene Conradi (FC), Kris Surbaugh (FR), Michelle Johnson (HA), M. Page/S. Tougas (HU), John Thompson (IF), Hollis Helmecci (LA), Jill Glover (LU), Joleen Sterk (ME), Bonnie Carl (MI), Jennifer Rickard (NR), Mary Hebda (OG), Deb Hyde (PF), Christy Rundquist (PE), Rebecca Puhl (PH), Kayla Campbell (PC), 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:** Christy Rundquist for Glenwood City (GC), Amy Stormberg for Shelby Friendshuh (OS), Tiffany Meyer for Carissa Langer (PR).

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

**Absent:** None.

**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 of compliance with open meeting law was confirmed.

**AGENDA:**

*Westby (EC) moved to approve the agenda. Elchert (RL) seconded. Motion carried.*

**MINUTES:**

*Rickard (NR) moved to approve the minutes dated March 19, 2021. Rundquist (PE) seconded. Motion carried.*

## **LIBRARY NEWS:**

M. Page (HU) noted that her and Shelly Tougas (HU) have been serving as co-directors. Tougas will officially start as director on September 1, 2021. M. Page will then serve as assistant director.

Sterk (ME) noted that Ted Stark is retiring the end of May and Sterk will be the director on June 1, 2021.

Rickard (NR) announced that Monica LaVold was hired as the director at New Richmond. LaVold formerly worked at the River Falls library.

Rundquist (PE) stated that a new director in Glenwood City will begin by the end of June.

Meyer (EL) noted that Ellsworth received an anonymous donation of \$250,000.

Johnson (CA) announced that Cadott receiving a Libraries Transform Community Grant in the amount of \$3,000. Friends of the library held a plant sale in which all monies were donated to the library. Over \$200 was raised with minimal advertising.

Westby (EC) stated that the Friends of the library held a big blowout sale from the vacated library and raised \$10,000. The library is settled in their temporary location at Mall Drive in Eau Claire. They hope to add additional hours in the fall. The collection is 100% available.

Schneider (SV) noted that she is going to businesses and talking about the library. In two weeks, over \$1,000 in donations was raised. The library will not have to pay out for the Summer Library Program.

Hebda (OG) stated that the library board voted to open the community room and establish pre-covid library hours.

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

Roholt noted that Setter has taken the lead with getting the two new libraries rolling on MORE. Fairchild is planning to go live on July 6<sup>th</sup>. Durand is shooting for January 1, 2022. LSTA grant funds were awarded and will cover the costs to join. There are still two libraries within IFLS that are not members of MORE – Hawkins and Cornell.

Setter has again coordinated a group supply order that save member libraries time and money. Setter is close to wrapping up this project. Bar code orders should be in next week and spine labels will ship mid-June. Thanks to given to Setter for coordinating all of this.

IT Director Kris Schwartz completed a hardware upgrade to the telephone notification service. This will provide more stable hardware to host the software. There was no disruption to the service. Schwartz will also be involved with an anticipated update to our Sierra servers later this year. Roholt noted that Schwartz has been instrumental with the server, network, etc. and his support is greatly appreciated.

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

Thompson noted that the Joint Finance Committee is taking up some of DPI's budget requests next week. Hopefully, we will have a better idea of the budget for 2022. Thompson will keep directors updated.

Thompson thanked those that have completed the planning survey. They are due by the end of the day Monday. Staff are encouraged to complete the survey as well. The responses will help guide what we will be doing next.

The system Board of Trustees will meet next week. The audit report and presentation for 2020 will be the focus. There will also be a Personnel committee meeting to discuss the director evaluation process.

It will be a busy June and July with the new directors in the system. It is great news to hear the vacancies are being filled.

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

M. Page (HU) noted that the Bibliographic Standards Committee was asked to do an evaluation of the CABS. The first meeting was a bit of a challenge because it is so early in the process. Roholt did a survey through TWAM (This Week at More). The survey and statistics were reviewed. Survey responses were varied. It was gleaned from the survey that CABS does an excellent job, transiting is easy, and the cataloging partners communicate effectively. The conclusion and recommendation are that the Bibs Committee strongly recommends continuing with CABS as it is.

## **MORE BYLAWS REVISION RECOMMENDATION:**

The MORE Executive Committee reviewed the bylaws and made the recommended change. The revision recognizes the value of discussion across multiple meetings while allowing the Directors Council to make decisions with very high levels of support in the course of one meeting. Votes would require a 75% approval based on both libraries present and the weighted votes present. The proposed bylaws were sent to everyone on February 8, 2021. They were discussed at the March Directors Council meeting with a vote slated for the May meeting which follows the 45- day requirement. Any further amendments would require a start to the 45-day cycle.

*Helmecki (LA) moved to approve the MORE Bylaws amendment proposed February 2021. Westby (EC) seconded. Motion carried.*

Roholt will post the updated MORE Bylaws to the website.

## **LIBRARY APP PURCHASE RECOMMENDATION:**

Elchert (RL) noted that the MORE Library App committee met following the March Directors Council meeting. They reviewed the two library apps again in light of receiving a price drop from Innovative. They also created a pros and cons list. The committee is still recommending

the BiblioApp by BiblioCommons and recommending without implementation of the self-checkout function at this time. The annual fee is \$11,271 and a one-time implementation fee of \$3,500.

The Innovative Mobile App is still more expensive, even with the price drop. It does allow more customization for each library. Additional branding fees would be \$750 per library.

Overall, the BiblioApp is easier to use by patrons and echoes the library catalog. Elchert (RL) hoped libraries were able to review the screen shots Roholt provided comparing the two products.

It was noted that both library apps will have the ability to offer selfcheck where a patron can come into the library and check out materials with a smart phone. This is convenient and helpful for patrons. It is also helpful for libraries that do not have space to add selfcheck equipment. BiblioApp is all or nothing while Innovative Mobile lets each library decide whether to do selfcheck. Roholt responded to a question on circulation credit and that both Apps have a way to record location where transaction happens.

Roholt noted that the App Committee's recommendation is NOT to implement selfcheck at the beginning. This will allow time to get answers to selfcheck questions before deciding. There have been some concerns that security does not mesh well with selfcheck.

Westby (EC) noted that Eau Claire's decision to say yes to a library app is not on premise that they want selfcheck. There are a lot of concerns about selfcheck on a phone. The beauty of a selfcheck stand, is allowing a screen to confirm rather than relaying on scanning an armful of books with a phone. Some patrons are diligent, others may not be.

The council agreed to just focus on the Library App. It was suggested that the Council go with what the App Committee is recommending. It can always be re-evaluated if needed. We are not locked in for life.

*Elchert (RL) moved to purchase of BiblioApp without selfcheck function. Taylor (BB) seconded. Motion carried.*

Roholt will get started on the implementation process. There are funds in the current budget to get rolling right away. This group typically uses carryover funds for implementation fees.

*Westby (EC) moved to used carryover funds to pay for the implementation/one-time startup fee. Rickard (NR) seconded. Motion carried.*

### **UNIFIED MORE CIRCULATION POLICY:**

The MORE Operations Committee has recommended a unified MORE Circulation Policy. The committee thought it was helpful to pull all the information together into one policy document. The policy codifies current practice and can be used as a starting point for future modifications. It also fleshes out some elements that are long-standing practice but not codified. This proposed policy was discussed at the March Directors Council meeting.

Westby (EC) really likes this document for an orientation tool and a starting place to refer to when questions come up.

*Rickard (NR) moved to approve the Unified MORE Circulation Policy dated February 8, 2021. Helmecci (LA) seconds. Motion carried.*

(Break from 11:10 – 11:25 am)

### **TIMELINE FOR DURAND COMMUNITY LIBRARY TO JOIN MORE:**

Per the MORE bylaws, the Directors Council must approve the timetable and schedule of payments for adding each new MORE member before a Participation Agreement shall be issued. Roholt is asking the Directors Council to approve the timeline for Durand to join. Durand would like to go live on January 1, 2022.

*Furo-Bonnstetter (WO) moved to approve the timeline for Durand to join MORE. Campbell (PC) seconds. Motion carried.*

### **MORE SERVER UPGRADE:**

Roholt noted that earlier this year, Innovative Interfaces let us know that in order to continue beyond Sierra 5.2, the servers need to be updated. The charge for Innovative is \$9,000 and will include an update to Sierra 5.3. This update should be completed this summer. Roholt recommends the charge be paid from MORE Carryover funds. The MORE Executive Committee also made this recommendation at their May 7 meeting. Kris Schwartz will handle the bulk of the groundwork with no additional costs incurred on our side. There will be some downtime of approximately 24 hours. Roholt added that the servers are locally hosted and the most cost-effective way to run Sierra. Westby (EC) questioned the urgency of updating over the summer and whether it could be done in the fall when summer library programming plateaus. Roholt thought it would be possible to hold off until late August or early September.

*Westby (EC) moved to upgrade the MORE server. Rickard (NR) seconded. Motion carried.*

*Helmecci (LA) moved to use MORE Carryover funds for the cost of the MORE server upgrade. Campbell (PC) seconds. Motion carried.*

### **2022 MORE BUDGET PREVIEW:**

Roholt noted that the Directors Council customarily receives a budget draft at their May meeting. This draft includes the same MORE products and services included in the 2021 budget but incorporates estimated expected cost increases.

June 11, 2021 will be the MORE Budget Hearing date. Anyone is free to attend to weigh in on the budget hearing. At the end of the hearing, the Executive Committee will put together a recommended budget to be distributed to everyone. The 2022 budget will be voted on at the July 16, 2021, Directors Council.

Roholt included a 5% annual inflationary increase on all products from Innovative. These agreements run from year to year. Innovative has offered multiyear agreements with lower inflationary costs. A 5-year agreement would have a 3% inflationary increase annually, 4 year a 3.5% increase annually, and a 3 year a 4% increase annually. A decision will need to be made on whether to continue year to year or a multiyear agreement.

The budget reflects use of \$50,000 of carryover funds. This still leaves a healthy carryover balance into 2022. Carryover funds are mostly funding unspent in prior years.

The budget includes an increased IFLS subsidy at \$120,000. Last year this amount was \$110,000. The IFLS subsidy for cataloging partners is \$20,000.

A proposed change to MORE's annual membership fee formula. The proposed adjustment uses each library's average of the prior 3 years' total number of items and total circulation (2018, 2019, 2020), rather than the prior year only (2020). Using the average of the past 3 years serves to flatten changes in MORE costs to libraries for 2022.

Leslie (SC) noted that a number of libraries are looking at an online book club from Library Ideas. Even when the pandemic ends, this may something people will still like. Roholt will check with Leah Langby. This may fall outside of the MORE consortium.

Furo-Bonnstetter (WO) noted that the council always used to take something out if something was added. Last year with CABS, nothing was taken out. Today a Library App is being added and a necessary server upgrade. She would like other members to think about what might be removed. Other directors shared the same sentiment and agreed we need to investigate where costs can be reduced.

Questions were raised about Flipster for electronic magazines, especially now that EbscoHost is carrying magazines. Misselt (RF) noted that we can track the use of electronic resources we have versus their expense. Those resources need to be marketed, especially in smaller towns or they will not get used. Leslie (SC) agreed that libraries need to use staff to market resources creatively. This is a benefit of being part of a consortium. Helmecci (LA) noted that with some huge dead spots within certain counties, 30-50% of Rusk County patrons cannot use online resources. There is also difficulty justifying costs to the board and funders for services the library cannot provide appropriate use for. Misselt (RF) noted that broadband is a serious issue, but there is a lot of movement on building more broadband. In addition, there is grant funding to buy hot spots.

Roholt noted that the Resource Sharing/Collection Development (RS/CD) committee will be making content recommendations for the budget meeting in June. Recommendations should be sent to Katherine Elchert (RL), and everyone is welcome to attend the meeting.

River Falls created some wonderful marketing tools. Misselt (RF) will see if she can include and provide the templates for them. Roholt asked Misselt to send the promo materials to Reb Kilde and she can make templates.

**PROPOSED CHANGE TO MORE ANNUAL  
MEMBERSHIP FEE:**

The MORE annual membership fee formula is described in Appendix B of the MORE Participation Agreement. Because libraries' 2020 "total number of items in the database plus its total circulation" were irregular compared to all prior years, Roholt recommends adjusting the membership fee calculation for the 2022 MORE budget, at least. The proposed adjustment uses each library's average of the prior 3 years' total number of items and total circulation (2018, 2019, and 2020), rather than the prior year only (2020). Using the average serves to flatten changes in MORE costs to libraries for 2022 compared to prior years.

Helmeci (LA) thought this was more favorable and balanced approach to circulation, and not just during the pandemic years.

It was suggested that the vote be done for one year, and it can be discussed down the road to continue. It would be good to vote so this would be in place for the budget this year.

Westby (EC) noted that this was a good effort to stabilize, but perhaps it would have been good to let directors know ahead of time that a vote would be recommended that would carry a budgetary financial impact. Westby would appreciate if IFLS staff would communicate this out before meetings in which a vote is being expected. Roholt acknowledged Westby's concern and should have acted sooner.

*Helmeci (LA) moved to approve the change to MORE Annual Membership Fee for 2022 budget. Westby (EC) seconded. Motion carried.*

Discussing a change in the funding formula approach beyond 2022 will be discussed.

**ADJOURN:**

*Stempf (BR) moved to adjourn at 12:33 pm.*

Roholt passed along a message from Rebecca Dixen, the outgoing director of Baldwin. Dixen felt it has been great working with this organization and hope everyone takes care.

Joanne Gardner, Recorder