

AGENDA

Council on Library and Network Development

March 13, 2020

10:00 a.m. – 3:00 p.m.

Join in Person: Milton Public Library
430 East High Street
Milton, WI 53204

Join Virtual Meeting: [Join Microsoft Teams Meeting](#)

Join by phone: 608-620-9781 **Conference ID:** 101 531 987#

- 1. Call to Order**
Action
Roll Call/Determination of Quorum
Information
Adoption of Agenda
Action
Approval of [January 10, 2020 Meeting Minutes](#)
Action

Martha Van Pelt,
COLAND Chair;
All
- 2. Welcome to Milton Public Library**
- 3. Report of the Chair**
Information, discussion

Martha Van Pelt
- 4. Nomination Committee**
Action
[Bylaws](#) - Article III, Section 2

Martha Van Pelt
- 5. Cybersecurity in Libraries**
Information, discussion

Annette Smith
- 6. Hot topics Updates**
Information, discussion
Fine Free Libraries
eBook efforts
Value of Libraries

DPI Staff
- 7. Lunch**
Discussion

All
- 8. PLSR Updates**
Biennial Reports s. 43.07(4), (5), (7)

DPI Staff

9. [DPI and Legislative Updates](#) DPI Staff
 Biennial Reports s. 43.07(4), (5), (7)
10. **Tour of Milton Library**
11. **Future Meetings** Martha Van Pelt
 Information, discussion, action
- Suggestions for Future Agenda Items:** Rural Library Data Report, WLA, Delivery, Mobile Apps for Libraries
- Future Meeting Dates and Locations:**
- May 8, 2020 - Three Lakes (Josh)
 - July 10, 2020 - Rice Lake (Marty)
 - September 11, 2020 - Mineral Point (Kristi)
 - November 13, 2020 - Waunakee (Jaime)
12. **Announcements** All
13. **Adjournment** Martha Van Pelt

43.07 Council on library and network development. The state superintendent and the division shall seek the advice of and consult with the council on library and network development in performing their duties in regard to library service. The state superintendent or the administrator of the division shall attend every meeting of the council. The council may initiate consultations with the department and the division. The council shall:

- (1) Make recommendations to the division in regard to the development of standards for the certification of public librarians and standards for public library systems under s. [43.09](#).
- (2) Advise the state superintendent in regard to the general policies and activities of the state's program for library development, interlibrary cooperation and network development.
- (3) Advise the state superintendent in regard to the general policies and activities of the state's program for the development of school library media programs and facilities and the coordination of these programs with other library services.
- (4) Hold a biennial meeting for the purpose of discussing the report submitted by the state superintendent under s. [43.03 \(3\) \(d\)](#). Notice of the meeting shall be sent to public libraries, public library systems, school libraries and other types of libraries and related agencies. After the meeting, the council shall make recommendations to the state superintendent regarding the report and any other matter the council deems appropriate.
- (5) On or before July 1 of every odd-numbered year, transmit to the state superintendent a descriptive and statistical report on the condition and progress of library services in the state and recommendations on how library services in the state may be improved. The state superintendent shall include the report as an addendum to the department's biennial report under s. [15.04 \(1\) \(d\)](#).
- (6) Review that portion of the budget of the department relating to library service. Recommendations of the council in regard to the budget shall accompany the department's budget request to the governor.
- (7) Receive complaints, suggestions and inquiries regarding the programs and policies of the department relating to library and network development, inquire into such complaints, suggestions and inquiries, and advise the state superintendent and the division on any action to be taken.

History: [1979 c. 347](#); [1983 a. 524](#); [1985 a. 177](#); [1995 a. 27](#); [1997 a. 27](#).

COLAND MINUTES

Council on Library and Network Development

March 13, 2020

10:00 a.m. – 3:00 p.m.

Members Present:

Terrence Berres
Nick Dimassis
Miriam Erickson
Jaime Healy-Plotkin
Joshua Klingbeil
Svetha Hetzler
Jacqueline Liesch (virtual)
Bryan McCormick
Dennis Myers
Joan Robb (virtual)
Jennifer Stoltz (virtual)
Martha Van Pelt
Kristi Williams

Members Absent:

MT Boyle
James O'Hagan
Jess Ripp

DPI Staff:

Martha Berninger
Alison Hiam (virtual)
Annette Smith
Kurt Kiefer (virtual)
Monica Treptow (virtual)
Ben Miller

1. Call to Order

Meeting was called to order at 10:01 a.m.

Roll Call - Determination of Quorum

Quorum of fifteen members present

Adoption of Agenda

Motion to adopt the agenda brought by Dennis Myers ; Miriam Erickson seconded;

Discussion: add COVID-19 to agenda - motion carried to adopt the amenda agenda

Approval of [January 10, 2020 Meeting Minutes](#)

Motion by Jaime Healy-Plotkin; seconded by Dennis Myers; Motion carried

2. **Welcome to Milton Public Library**

Library Director Ashlee Kunkel is at a COOP meeting with the city; she welcomed COLAND members as they arrived. Assistant Director Jayme Anderson popped her head in to Welcome COLAND.

3. **Report of the Chair**

WAPL Presentation at Oshkosh "COLAND Chat" was accepted for Friday Morning in the Thistle room. Josh Klingbeil, Jamie Healy-Plotkin, Dennis Myers, Marty Van Pelt, and Kristi Williams will make up the panel. This group will work virtually to prepare the presentation. Marty will continue to monitor the situation with WLA in terms of the current health situation. SvethaHetzler will act as the room monitor for the presentation

COLAND will be reimbursed for mileage to Oshkosh per Alison.

Ben is presenting on PLSR at 2:15 on Thursday, April 30, at WAPL

There will be many meetings up north this year to get geographic representation.

Jenny will follow-up with Milwaukee ischool for next year

4. **Nomination Committee - [Bylaws](#) - Article III, Section 2**

Motion Marty Van Pelt; Second by Dennis Myers - Motion Carried

Discussion: Dennis Meyers, Josh Klingbeil, Kristi Williams all volunteered.

5. **[Cybersecurity in Libraries](#) - Annette Smith**

Before beginning the presentation, Annette introduced herself, shared her experiences, and received compliments about her work from Jackie Liesch, Martha Berninger, and Kurt Kiefer.

- Data is the target of hacking attacks. Libraries have data that needs to be protected.
- Three components: cyber security, data security, and data privacy.
- Money that goes to cyberattacks takes away from money spent on taxpayers.
- Libraries have a solid basis in the public's trust. Attacks breach the trust.
- Threat is in connecting information retrieved from different sources.
- Updating firewalls is important, as are back-ups in separate locations.
- Back-ups of data are important - It's not just about making money, sometimes they just delete data to cause havoc.
- Cyber-incident response team is available to help investigate attacks. Calling them will help them to catch more of the bad guys. They won't be able to fix your problem but they are trying to get the hackers
- MS-ISAC will help with testing and monitoring, but you must join their program (no cost).

- Data must be protected for ourselves and our families. Anchor institutes need to make sure children are safe and provide training for parents.
- Everyone is responsible for data security.
- Some targets, such as administrators, are of higher value than others - so it is important they are well trained to avoid phishing.
- Data Security Link: <https://securityiq.infosecinstitute.com/> State contract number is 505004-MSA-SECUREIQTRN-01

6. Hot topics Updates (Notetakers - please try to name who is speaking in the minutes)

Fine Free Libraries

- DPI is looking at this holistically as it relates to inclusive services and accessibility. - Ben
- Request from COLAND is for statewide resources - Jamie
- Future updates will be included in the division update as appropriate.

eBook efforts

- Continuing to monitor the discussions with publishers. Kurt is getting information through the Chief Officers of State Library Agencies (COSLA) ebook workgroup. He is a member of that group.
- WPLC is assisting with the development of a method for gathering some data systematically about the relationship between pricing models and consumer behavior, especially in respect to the public library patron.

Value of Libraries

- How would COLAND like to pursue this topic?
- Terry asked about considering essential need and how we support those questions. Kurt initiated the conversation regarding the work of Cindy Fesemeyer and community engagement. Ben expanded on the importance of collecting data for this purpose.
- Josh spoke to some of the blended libraries in his region and Marty mentioned blending municipal service locations in her region.
- Monica spoke to the essential nature of school libraries and their unique role

COVID-19

- Kurt has shared a list of resources in Google Drive and normal communication channels will be used for future developments. He also shared some of the guidance DPI employees have been given.
- Shannon has created a DPI page specifically for public libraries: <https://dpi.wi.gov/pld/boards-directors/disaster-planning>. She will be adding information about holds, overdue items/fines, programming, disinfecting toys, etc. Whitefish Bay, Platteville, and Appleton have already created plans. These are local decisions.
- Jamie presented a question about Library Board authority and working with municipalities. Shannon stressed the importance of working together and the need for

Library Boards to have these discussions. Svetha shared her experiences since her board met last night.

- Depending on by-laws, a conference call may be an accepted way of meeting for a library board.

7. Lunch

8. PLSR Updates - Biennial Reports s. 43.07(4), (5), (7)

- Ben shared that DPI is focused on clearly understanding the recommendations and will be looking to contract help.
- Still looking at the first week of June
- Exploring spaces for the summit
- Targeting 65 participants that represent systems and topics
- Hired a project coordinator, Bruce Smith (currently at WiLS), begins April 16
- Monthly blog post updates and communications to system directors
- Updates to LD&L at their meetings
- Changes that would require legislation would involve partners, such as WLA. This would not come from DPI.

9. [DPI and Legislative Updates](#) - Biennial Reports s. 43.07(4), (5), (7)

- Kurt highlighted changes made since notes were shared due to the health emergency.
- Dennis asked for a staff update, and Kurt shared that a Project Coordinator will start on April 16. There is an assistant opening and contract specialist to be hired. The director position is next to be filled.

10. Tour of Milton Library

11. Future Meetings

Martha Van Pelt

2021

November - UW Milwaukee Library School

Suggestions for Future Agenda Items: Rural Library Data Report, WLA, Delivery, Mobile Apps for Libraries

Dennis requested that Bruce attend the May meeting

Future Meeting Dates and Locations:

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12. Announcements

- Marty reminded COLAND members that no mileage gets reimbursed until all forms are

turned in. Ben can take forms today since Alison is virtual.

- Dennis stated that this should be easy to complete. DPI can help with mileage calculations if needed.
- Alison reminded people about signing the form and making sure address is correct.

13. Adjournment

Martha Van Pelt

Motion to Adjourn by Dennis Myers; Second by Jaime Healy Plotkin.

Motion carried. Meeting Adjourned at 12:42 pm

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