<p style="text-align:center">**MEETING A G E N D A**</p>

<p style="text-align:center">**Council on Library and Network Development**
September 11, 2020
9:00 a.m. - 12:00 p.m.</p>

Virtual Meeting: **Join Microsoft Teams Meeting**

Call in Option: **608-620-9781**  Conference ID: **993 880 582#**

1. **Call to Order** (Action)                                                           Jaime Healy-Plotkin,
   **Roll Call/Determination of Quorum** (Information)                *COLAND Chair;*
   **Adoption of Agenda** (Action)                                               All
   **Approval of July 10, 2020 Minutes**  Action

2. **Report of the Chair** (Information, discussion)                     Jaime Healy-Plotkin

3. **COLAND Committees** (Discussion)                                      Jaime Healy-Plotkin

4. **PLSR Update**                                                                      Bruce Smith,  DPI Staff

5. **COVID-19 Update**                                                              Shannon Schultz, DPI staff

6. **Broadband Update**                                                            Kurt Kiefer

7. **DPI and Legislative Updates**                                             DPI Staff
   Biennial Reports s. 43.07(4), (5), (7)

8. **Future Meeting Planning:**                                               Jaime Healy-Plotkin

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

   **Future Meeting Dates and Possible Locations:**
   - November 13, 2020 - Waunakee (Jaime)
   - January 8, 2021 - virtual

9. **Announcements**                                                               All

10. **Adjournment**                                                                  Jaime Healy-Plotkin

**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.

<center>

**MEETING MINUTES**

**Council on Library and Network Development**
September 11, 2020
9:00 a.m. - 12:00 p.m.

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**Present:**
Amy Beth Bahena -Ettner
Terrence Berres
Nick Dimassis
Jaime Healy-Plotkin
Joshua Klingbeil
Svetha Hetzler
Anna Lewis
Bryan McCormick
Dennis Myers
James O'Hagan
Joan Robb
Charmaine Sprengelmeyer-Podein
Jennifer Stoltz
Martha Van Pelt
Kristi Williams

**Absent:**
M.T. Boyle
Miriam Erickson

**DPI Staff:**
Ben Miller
Martha Berninger
Alison Hiam
Monica Treptow
Annette Smith
Bruce Smith
Shannon Schultz
Bill Herman
Kurt Kiefer

1. **Call to Order**
   (Action)
   Time: 9:00 a.m.
   **Roll Call/Determination of Quorum** (Information)

**Adoption of Agenda** (Action)
Motion: Dennis Myers
Second: Kristi Williams

**Approval of July 10, 2020 Minutes** Action
Motion: Martha Van Pelt
Second: Terrence Berres
Discussion: Dennis offered clarification on language in goals 3... combine sentences for fluency of messaging. Klingbeil, not Klingbiel

2. **Report of the Chair** - Jaime Healy Plotkin
   (Information, discussion)
   Brief intro as new chair.  Moved into Committee's discussion

3. **COLAND Committees** - Jaime Healy Plotkin
   (Discussion)
   Continuation of conversation started in July. Based on COLAND Statute (43.07) these committees were derived. There may need to be some additional adjustments from what Terry B. came up with and what Jaime H.P. has prepared.  Jaime recognizes that this will be an additional commitment to what folks have agreed to.  Jennie S.  likes the idea and feels like it will increase engagement and keep things moving forward and  wanted to verify that committee meetings would not require open meeting notice. Committee meetings would not be subject to Open meeting notice.

   Kurt K. mentioned that this is an exciting development. It is important to tie the goals of the committees both to the statutes, as well as the LSTA strategic plan and PLSR goals.  Monica T. added reference to Future Ready Librarian framework used for library planning required by statute as a guide for school libraries.

   Terry B. noted that the intro and proposal aligned with his initial concepts brought to COLAND at the previous meeting and that there may be other ways to arrange the topics and responsibilities of the various committees.  He asserted that it would be good to expressly indicate that potential for variance up front, so over time these don't solidify under the implication that this structure is the only structure.

   Jamie H.P. reiterated that the committees would enable more active participation.  Noted that there would need to be coordination to ensure committees aren't overlapping in topics and efforts in a duplicative manner

   Kurt K. recommended mapping these back to the PLSR goals along with COLAND goals and five year strategic plan. Ben M. agreed that it would make sense to connect these efforts. Martha B. brought up workforce development activities are important as well and could also be aligned.

Jaime H.P. - asked about potential vote, but Terry B. indicated that the topic was listed as a "discussion" notation on agenda and Jaime H.P. mentioned general sense of consensus to carry forward which might mean some action to stage between now and November meeting could be reasonable, with an action plan/item for adoption and further direction to be brought to November. Jamie H.P. called for volunteers to help get the likely committees staged and ready for addl expansion and direct effort/actions after likely formal adoption in Nov.

Jennie S. volunteered to chair Library Cooperation Committee
Terry B. Volunteered Library Development
Anna L. volunteered for Network Development

The ask at this point is to try and recruit additional folks for your committees.
DPI will assign DPI staff to each committee and DPI staff will reach out to chairs.

Jaime H.P. will send out reminder emails.
Amy Beth BE. mentioned possible co-chairs - Josh K. might be willing to co-chair as well
Dennis M. would like to be on Network Development
Amy Beth BE. volunteered for Library Development
Svetha H. volunteered for Library Development or Library Cooperation
Marty VP. volunteered for Library Development


4. **PLSR Update - Bruce Smith**
(Discussion)
Bruce shared that the recording of the presentation he did for Trustee Training Week has been posted and added a link to it in the PLSR report he provided for this meeting.
Bruce shared information about the DPI staff's project management coordination for implementing the PLSR recommendations. The three recommendations with the highest priority (Enhancing Collaboration, Delivery & Professional Development) are working on two-week cycles to move the work forward. The two-week cycles allows the teams working on these recommendations to align their work timelines with both internal and external partners. The other 4 recommendations are working on monthly cycles with the idea that once initial background work is done on these, they may speed up.

Bruce discussed with the group the idea of recording the PLSR update portion of the PLSR report to COLAND to be able to then share that with the library community, both for consistent transparency and efficiency. The COLAND members are supportive of this. Josh K. suggested pre-recording the update for COLAND to be even more efficient. This will be discussed further at the next COLAND meeting.

Jaime H.P. asked Bruce to share the information he provided in his Trustee Training Week presentation about when and how the end of PLSR implementation may happen. One initial thought we are discussing is our 5-year LSTA plan, which really is our main strategic plan for the

library team, is ending at the end of 2022. It may be a natural transition to learn from the outcomes of the next two years of implementation to move the improvement/implementation work forward within that plan. Also through discussion with COLAND, we may identify opportunities for continuous improvement that would fall outside of the next LSTA goals that COLAND might consider championing.

Dennis M. applauds Bruce's work and suggests sending a letter to Paula Kealy thanking her work on this project.

5. **COVID-19 Update** - Shannon Shultz
   (Discussion)
   Shannon discussed the Update of the REALM Phase 4 results
   - System Directors consensus on recommendation remains at 4 days minimum for materials quarantine, longer per locale-decision as local leadership deems appropriate.
   - Changes to guidance will be vetted by Wisc DHS.

   Dennis M.: curious about environmental considerations in the testing/literature.

   Jennie S: Is DPI monitoring status of libraries open/closed/service levels?
   - Shannon - not directly but indirectly with systems - not all granular questions can be answered definitively at any given time but a general overview of the state of libraries in Wisconsin is understood or understandable with communications.

   Svetha H.: Will there be information on viability of virus on materials/surface contact events (basically patrons browsing in libraries - touching materials - touching surfaces)?
   - Shannon: some variations in industry standards on how to handle this. System Directors have taken this very seriously, deliberate on choices/recommendations, especially in moved materials, since that level of viability and risk is still relatively unknown.

   Josh K.: Asked about RAILS report
   - Kurt and Shannon responded: not yet a product, still just a discussion via email at this point with RAILS asking for input and promising to share results.
   Josh K. : Asked for feedback on the "Library as Daycare" discussion taking place nationally.
   - Shannon: pretty much the only way in Wisconsin that could happen outside of the library's own authority would be if an Emergency Order temporarily empowered local agencies to "take over" authority of the library.
   - Jaime H.P. noted that there was discussion early on in SCLS/madison about library spaces being used as emergency centers for various purposes.
   Jaime H.P.: Asked about libraries as polling places
   - Shannon: there's a history of that in Wisconsin already. The current context likely has more looking at this type of support but that's a local issue between libraries and polling authorities.
   - Jennie S. - when dir at Pewaukee the library was a polling place. Ideal location, citizen comfort, parking, etc. Since libraries are having more limited use, it might be ideal

timing for this type of service.  Would suggest libraries direct people to village/city hall (appropriate clerk for absentee ballot handling).
- Dennis M. noted that many poll workers/volunteers are elderly and there's a context issue there to be considering going into polling season.

6. **Broadband Update** - Kurt Kiefer, Bill Herman
   (Discussion)
   Kurt Kiefer - screen share of " Broadband" slides. Showed DPI Website:  Families & Students, Access to Technology
   Digital Equity Gap Efforts: Digital Equity Gap Data Collection, Speed Test Campaign, Digital Equity Dashboard and Maps, Digital Learning Bridge - Internet Access Resources, Digital Equity Gap Data Collection Efforts.
   Publishing Common Data Points: Implementing 6 common questions, Providing Qualtrics Survey for Districts https://dpi.wi.gov/broadband
   What other data are needed?  What will be done with the data?
   - Digital Learning Bridge
     - CESApurchaing
     - https://cesapurchasing.org/digital
     - Internet, Hardware, Software
     - [Districts] < > [DPI] < > {providers…}
   Additional Broadband Efforts: Governor's Task Force on Broadband Access, K12 Rapid Response Work Group, Work being done by PSC, DPI, DOA, and many others, State Agency Cross-Department Work Group, Public Service Commision led development of work group across all State Agencies, Broadband Stakeholder Work Group which is about 6-7 years old: led by PSC, DOA… includes mostly ISPs in state.

   Jaime H.P.: There is a lot of work going on here.

   Dennis M.: How much as Covid accelerated this discussion
   - Kurt : a lot

7. **DPI and Legislative Updates - DPI Staff**
   Biennial Reports s. 43.07(4), (5), (7)
   Monica Treptow:
   - Highlighted ISTE U <' isty - you '>
   - Ensuring School Library Guidelines language is aligned with public library guidelines.
   - Proud that Wisconsin School Guidelines are being adopted by other States.

   Josh K. - JK noted the importance of Compassion Resilience Toolkit. Martha Berninger recommended going to Tessa Schmidt for more information.

   Jaime H.P. - Tessa M.S. was working on an overdue fines project - Monica T - asked for clarity on the ask - Jaime H.P. added that she was curious about status/updates re info/guidance on that topic.  Martha B shared: https://dpi.wi.gov/wilibrariesforeveryone/libraries-are-eliminating-fines in

chat.

Kurt K. - gave an unofficial highlights of budget req
- system aid increase 2.5 million in 1st fiscal year
- 1.5 in 2nd ... to get systems back to where they would be without prior cuts/flat funding.
- hold funding first, but if we get more what can we do to improve equity.
- increased funding requests for BadgerLink and other main programs
- Budget component expressly for recollection WI
- More concrete report/update to come at November meeting.

8. **Future Meeting Planning - Jaime Healy Plotkin**

   **Suggestions for Future Agenda Items:** Rural Library Data Report, Delivery, Mobile Apps for Libraries, November Meeting - Action item for Committee formation, moving forward in the virtual format are folks interested in a virtual tour of a library. Adding agenda item for virtual tours

   **Future Meeting Dates and Possible Locations:**
   - November 13, 2020(Jaime) - Waunakee - virtual tour
   - January 8, 2021 (Kristy)- Mineral Point ?- virtual tour
   - March 12 (Svetha) - Sun Prairie Public Schools
   - May 14, 2021 (Amy Beth) - Green Bay Public Schools
   - July 9, 2021 (Marty) - Rice Lake-
   - September 10, 2021 (Josh) - Three Lakes
   - November 12, 2021(Jenny) - UWM new LibrarySchool

9. **Announcements**
   - COLAND 40th anniversary (May 1980)
   - Members took some time to discuss this day in history.

   Anna L : Teacher Pledge - if teachers agree to teach 4 years in several high-need areas, can have student loans forgiven

10. **Adjournment - Jaime Healy Plotkin**
    Motion: Dennis M.
    Second: Amy Beth B.E.
    Time: 12:03 p.m.

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