



A G E N D A

Council on Library and Network Development

March 14, 2008, 9:30 a.m. – 2:30 p.m.

Hartford Public Library
115 North Main Street
Hartford, WI 53027

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|-----|---|---|----------------------------|
| 1. | Call to Order | Cal Potter, Vice-Chair | |
| 2. | Roll Call/Determination of Quorum | Roslyn Wise | |
| 3. | Welcome to the Hartford Public Library | Mike Gelhausen,
Director, Hartford Public
Library | |
| 4. | Adoption of Agenda | All | Action |
| 5. | Approval of Minutes for January 11, 2008 meeting | All | Action |
| 6. | Public Hearing on State Superintendent's Biennial Report to COLAND
(Note: the hearing is scheduled to begin at 9:30 a.m. with no set ending time. The Council will interrupt business and listen to public comments as necessary.) | Sally Drew | Information,
discussion |
| 7. | Library Legislation Update (15 minutes)
a) state
b) federal | Rick Grobschmidt | Information,
discussion |
| 8. | Updates on Delivery Services Advisory Committee and Library Information Technology Advisory Committee (15 minutes) | Sally Drew | Information,
discussion |
| 9. | Recent Highlights and Future Planning from the DLTCL (20 minutes) | Rick Grobschmidt, Mike Cross, Sally Drew, Steve Sanders | Information,
discussion |
| 10. | Resource sharing subcommittee update (15 minutes) | John Nichols | Information,
discussion |
| 11. | Presentation and discussion about the Hartford Public Library (30 minutes) | Mike Gelhausen | Information,
discussion |

- Lunch break (noon)
- | | | | |
|-----|--|--------------------|---------------------------------|
| 12. | Report of the Chair (60 minutes)
a) Correspondence
b) Update on planning for Visioning conference
c) Planning for May COLAND meeting
d) Other | Kathy Pletcher | Information, action |
| 13. | Suggestions for Future Agenda Items | Kathy Pletcher/All | Information, discussion, action |
| 14. | Future Meeting Locations and Dates:
a) May, 2008 – to be determined (see item 11)
b) July 11, 2008 – Monona Grove High School
c) September 12, 2008 or September 19, 2008 – Rhinelander Public Library or location to be determined | Kathy Pletcher/All | Information, discussion |
| 15. | Review follow up items | Kathy Pletcher/All | |
| 16. | Announcements | All | |
| 17. | Adjournment (2:30 p.m.) | Kathy Pletcher | Action |

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

**Meeting Minutes
March 14, 2008
9:30 a.m. to 2:30 p.m.
Hartford Public Library
115 North Main Street
Hartford, WI 53027**

Members Present:

- Barbara Arnold, Madison
- Michael Bahr, Germantown
- Mary Bayorgeon, Appleton
- Donald Bulley, South Milwaukee
- Francis Cherney, Milladore
- Miriam Erickson, Fish Creek
- Catherine Hansen, Shorewood
- Douglas Lay, Mosinee
- Sandra Melcher, Milwaukee
- Kathy Pletcher, Green Bay (arrived at 11:40 a.m.)
- Calvin Potter, Sheboygan Falls
- Annette Smith, Milton
- Lisa Solverson, Viroqua
- Kris Adams Wendt, Rhinelander
- Kristi Williams, Cottage Grove

Members Absent: Bob Koechley, Fitchburg
Lisa Jewell, Rice Lake
John Nichols, Oshkosh
Susan Reynolds, Cable

DPI Staff: Mike Cross
Sally Drew
Rick Grobschmidt
Steve Sanders
Roslyn Wise

Presenters and Guests: Mike Gelhausen, director, Hartford Public Library

1. CALL TO ORDER

Calvin Potter called the meeting to order.

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; a quorum was present. Cal Potter introduced new COLAND member Annette Smith. Annette told the group a little about herself and introductions were made around the table.

3. WELCOME TO THE HARTFORD PUBLIC LIBRARY

Mike Gelhausen, director of the Hartford Public Library, welcomed the group to the library, which is located in Hartford's City Hall building.

4. ADOPTION OF THE AGENDA

Miriam Erickson moved to adopt the agenda; Sandra Melcher seconded the motion. The motion passed and the agenda for today's meeting was approved.

5. APPROVAL OF MINUTES FROM THE JANUARY 11, 2008, MEETING

Doug Lay moved to approve the minutes from the January 11, 2008, meeting. Don Bulley seconded the motion. The motion passed with no additional discussion.

6. PUBLIC HEARING ON STATE SUPERINTENDENT'S BIENNIAL REPORT TO COLAND

Sally Drew presented a brief history and a summary of the biennial report, which is a statutorily-required report submitted to COLAND every other year by the state superintendent. This is the only library services report from DPI that is required by statutes. The report covers a four year period and the statutes identify the

specific areas that should be covered by this report; it covers much of the work that is done by the DPI library teams. The report overlaps with the LITAC's (Library Information Technology Advisory Committee) Strategic Technology Plan. She offered to improve the formatting of the draft report if requested (if the report is to be used for any purpose beyond just meeting the statutory requirement). Several members of COLAND had questions and comments related to BadgerLink references in the report. Kris Adams Wendt asked if the report document would be useful information to those attending the visioning summit and suggested that it should be made more attractive if it will be used for that purpose. Cal Potter asked how the report is disseminated; Rick Grobschmidt responded that it goes up on the DPI website and that in the past it has been distributed to state superintendent and members of the legislature and the legislative service agencies. A link is also sent out through *Channel Weekly* and *Channel*. Cal then asked whether or not statewide library groups had been notified of this public hearing; Rick responded that we had notified these groups and that we had received at least one email submitting testimony for the hearing. Additional comments related to how and when to best distribute the report for those attending the visioning summit, such as whether to include in packets or send out a link via email, and how much time should be spent in making the document more attractive just for those 100 people attending the summit. The discussion continued with comments and suggestions about various items in the report. Much of the discussion involved BadgerLink and how to market it; Sally suggested this could be a topic for a future COLAND meeting. The discussion continued with comments related to DOCLINE statistics, and linking from the BadgerLink page to other sites.

Refocusing on the public hearing portion of the meeting, Rick read email testimony from Catherine Markwiese, Cataloging, Metadata & Electronic Subscriptions head for the Milwaukee Public Library. In her email, Catherine stated: "I can't attend the public hearing, but I really enjoyed reading about all the programs the Division keeps afloat. I see that so much of what happens in library development around the state wouldn't happen without a strong agency behind the initiatives. I hope that legislators and others will recognize all the value our state has invested in educational resources and keep funding at a level that will at least maintain, if not grow, the tools to sustain an educated population and a 21st century economy."

Annette Smith, who also serves as current president of the Wisconsin Educational Media and Technology Association (WEMTA), presented testimony on behalf of WEMTA. She also passed out printed copies of her testimony. (Barbara Arnold explained the one of the acronyms from Annette's handouts: UWSSLEC -- University of Wisconsin System - School Library Education Consortium.) Kris Adams Wendt commented that WEMTA has been an active partner with the Wisconsin Library Association in statewide library advocacy. Miriam Erickson brought up the issue of the decreases in staffing of school library media specialists and said she thought reversing these decreases should be a major goal for WEMTA; Annette responded that the document refers to this in two places: as part of WEMTA's collaboration with UWSSLRC and as part of their advocacy efforts with the School Boards Association. Mike Bahr brought up the idea of borrowing money for investments from the Common School Fund (CSF); he commented that many groups

that could borrow from it do not know about it and that there needs to be a way to get the message out. Annette responded that WEMTA (Bob Smiley) has been working with Tom German and Tia Nelson with the Board of Commissioners of Public Lands (BCPL) on this issue. WEMTA's lobbyist has also been working with members of the legislature to get the message out. Cal suggested having someone from the BCPL come talk to COLAND about the CSF. Barbara commented she did not think educators were getting the message about the importance of strong school library media programs; Annette responded that WEMTA representatives are trying to get the word out to school principals and that most educators at the principal level are not the ones making the decisions to cut their library media programs. There were no other comments or questions from COLAND and no other individuals wishing to present testimony.

7. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt updated the group on current library legislation; Mike Cross distributed a summary handout. Rick discussed the items from the handout, beginning with the governor's budget repair bill which was announced on March 10 in response to a budget shortfall caused by a shortage in revenue collections. The governor proposes using \$11.3 million from the Universal Service Fund (USF) in fiscal year 2008-08 to replace the General Purpose Revenue funds used for public library system aid which means all library system funding (\$16,783,000) will come from the USF in 2008-09. The governor said this will insure that library systems will receive all of the money that they have been promised. Originally it was believed that USF money was to be used for technology purposes but a change in the previous budget provides statutory authority to use USF money for library systems. Cal Potter asked how much money is in the USF; Rick responded there is not currently \$16 million in the fund but more money can be requested from the Public Service Commission, which can increase fees collected through telephone bills. For the first year of the biennium, the legislature funded more than one-third from the USF because there was a surplus – approximately \$7 million to replace GPR funds. This was originally thought to be a one-time occurrence but if the governor's budget goes forward, USF monies are expected to be used. Kris Adams Wendt commented that she had heard a story on her area's public radio station indicating increases in USF charges on phone bills were to support public libraries. Steve Sanders reminded the group that the USF also funds BadgerNet, BadgerLink, Newline for the Blind, and some other library programs. Rick continued with an explanation of some of the legislative process and said that DPI will continue to monitor this.

Rick reported that the legislature is now adjourned and the Common School Fund legislation that had been introduced is now dead. He also reported that Senate Bill 1 was signed by the governor, and Assembly Bill 420, relating to exemption from the county library levy, is dead for this session. Under Federal legislation, Rick reported that the President has proposed increases to LSTA funding to \$214 million for 09, a funding level that would allow full implementation of the 2003 law that calls for a different distribution when it reaches a certain level, which would mean a Federal allocation of about \$3 million for libraries in Wisconsin.

Rick said he is not sure what the status is in Congress. Steve reported that there is still not funding for education technology in the president's budget. Education technology supporters are used to this and are now pretty organized in their responses; they are hoping for level funding by Congress.

Kris Adams Wendt returned to the topic of the USF; she asked how DPI public relations staff work with the publicity people from the governor's office when issues like this come up (perception that phone bill increases related to the USF are linked to public libraries). Rick said that DPI could provide information to the governor's office about how the USF works and what services are provided with these funds. He also suggested a connection could be made with the economic impact study when it comes out. The discussion continued about services being provided.

8. UPDATES ON DELIVERY SERVICES ADVISORY COMMITTEE AND LIBRARY INFORMATION TECHNOLOGY ADVISORY COMMITTEE

As called for in COLAND's on-going goals, Sally Drew gave a report on recent activities of the Delivery Services Advisory Committee (DSAC) and the Library Information Technology Advisory Committee (LITAC). She commented that if COLAND would like a more in-depth presentation about the work of either committee it could be planned for a future COLAND meeting. She provided five handouts during the presentation relating to the work of LITAC. Four of these handouts were also emailed to COLAND members prior to the meeting. Sally began her report with brief background on DSAC, which holds two video conference meetings and one face-to-face meeting each year. The committee is responsible for reviewing the overall budget for delivery service distributions, where the budget (funding) from the delivery services comes from, and the impact of various policy issues. She reported that the northern part of the state contracts with a company called Waltco to handle their delivery services; these costs are not included in some of the other pricing but DSAC does monitor this service. Recently DSAC has been working on two major items: 1) they are working on a Best Practices document/advisory for public libraries and public library systems, and 2) a redesigned website. Cal Potter asked how increasing gas prices have impacted the delivery services. Sally responded that fuel prices have impacted the delivery services and that delivery services staff are working on various ways to improve fuel efficiency. Barbara asked if there is any duplication of services; Sally responded that any would be minimal and at the local level. There was some discussion about the idea of possible cuts to delivery services and moving materials between libraries as a way of saving money.

Sally next reported on LITAC; she discussed the LITAC Schedule with their Strategic Plan and Issue Papers and the other handouts provided. Topics of the handouts were: Wisconsin Heritage Online Organization Plan for 2007-2009, Wisconsin Heritage Online background paper, a draft Virtual Reference Issue Paper, and a draft Information Literacy Issue Paper. Cal asked if it would be appropriate to include some of these issue papers in the visioning summit materials. Sally responded that the list is getting quite long; a decision has yet to be made regarding core materials for the packets. The documents are available on the LITAC website.

9. RECENT HIGHLIGHTS AND FUTURE PLANNING FROM THE DLTCL

Rick Grobschmidt opened this presentation by the DLTCL library team directors with a “by-the-numbers” Power Point slide show highlighting the library-related accomplishments by the divisions. He then turned the floor over to the team directors who each briefly discussed the major items from their respective teams, beginning with Steve Sanders. Steve discussed recent activities of the Instructional Media and Technology Team (IMTT), including the EETT (Ed Tech) competitive grants, applications for which are due March 31. Additional information is on the IMTT website. He also discussed the ThinkFinity grant from the Verizon Foundation (a revamped version of MarcoPolo), which is paying for Thinkfinity training for teachers that is currently underway, and a \$75,000 grant from Intel Corporation, which will pay for professional development training for teachers. Sally Drew updated the group on recent accomplishments and activities at the Reference and Loan Library. She discussed the upcoming Request for Proposal (RFP) for the BadgerLink contract (up for its five-year renewal) which she is currently working on, and the digital archive project, which is a project they are working on in collaboration with the Wisconsin Historical Society and the state of Arizona. Mike Cross discussed the HOLA project (handout distributed), which is a Spanish Language outreach program being presented in collaboration with WebJunction through a grant from the Bill & Melinda Gates Foundation. He also talked about the Adolescent Literacy Initiative and the related conference which will be held on May 15, the Economic Impact Study currently underway by NorthStar Economics (the report is due by mid-April and will be presented at the WAPL conference and the Visioning Summit), and the upcoming LSTA Advisory Committee meeting and public hearing, scheduled for April 9-10.

Kathy Pletcher arrived at 11:40 a.m. and Cal Potter handed the meeting over to her.

10. RESOURCE SHARING SUBCOMMITTEE UPDATE

John Nichols, subcommittee chair, was not at the meeting but he did email a draft document (which was also emailed to COLAND members and handed out at the meeting) titled “COLAND Issues Paper on ILL and Resource Sharing in Wisconsin.” In John’s absence, Mary Bayorgeon gave a brief report on the subcommittee’s work; she reported that they had not met since December but another meeting is planned for the end of March or early April. Mary noted that subcommittee members had received an email from John indicating that he wanted to step down as chair of the subcommittee. She also noted that they hoped to have a final version of the issue paper ready in time for the summit; Kathy Pletcher commented that if the issue paper is completed in time for the summit, then the work of the subcommittee would be done as this was not planned to be a standing committee. Catherine Hansen commented that she agreed with that understanding, but Mike Bahr said they needed one or two more meetings to wrap up their work. Kathy then clarified her comment by saying she didn’t necessarily mean that their work was completely done, but that John didn’t necessarily need to step down as chair since this is a short term commitment.

11. PRESENTATION AND DISCUSSION ABOUT THE HARTFORD PUBLIC LIBRARY

Mike Gelhausen, director of the Hartford Public Library, spoke to the group about the Hartford Public Library and its history. He started his talk with brief comments about concerns that the USF will replace general purpose revenue (GPR) funds as the means for supporting library systems and the fact that all four of the schools in Hartford have certified library media specialists working in them. He continued with a brief history of Hartford, which is celebrating its 150th anniversary this year, and of the library, which is in its 108th year. It began as a membership organization, located in the original city hall. In 1918 a new high school was built which also housed the public library. The library stayed in the school building until 1930, when the current building was completed. The library has moved to various parts of the building since that time. It has been in its current location since June 1985, which was supposed to be a short-term solution but other attempts to create a new facility for the library have failed. Hartford's five year capital plan included a new library when it was announced in 1999; it was taken out of the capital plan in 2002, and put back in during 2003 (every year it's always five years out). The current date for a new library is 2010 or 2012 (conflicting dates). A local businessman donated a building for a library, but the building was not workable and it would have cost \$5 million to renovate for a library. In August 2007, a donor gave \$2 million for a new library to be building on the parcel of land where the old high school once stood. Plunkett Raysich Architects recently completed a feasibility study for a new library, and they have hired a fundraising consultant to also do a feasibility study. They hope to meet with the city council at the end of May to discuss money for a new library; the expectation is the new library will cost about \$9.5 million. He also reported that, due to budget cuts, the library has less staff now than it did in 1985 because the city does not want to pay for additional staff. There has been no increase for materials since 2000. A Friends group was started this past November which plans to do its first fundraiser during this year's National Library Week.

12. REPORT OF THE CHAIR

a) Correspondence -- Copies of letters to members of the legislature, approved at the November meeting, were distributed. The letters were distributed before Library Legislative Day on January 22. Cal Potter moved that a letter to the governor thanking him for fully supporting library system aids funding at its current level (without mentioning the source of the money). Kris Adams Wendt seconded the motion; the motion passed. Rick suggested sending letter to DOA secretary Michael Morgan and Oskar Anderson at the Division for Enterprise Technology thanking them for providing additional funding from the E-rate program for bandwidth for public libraries and schools. Cal moved to send the letter, Kristi Williams seconded; the

motion passed. There was some discussion about keeping COLAND members informed about schools and libraries who may be having problems with adequate bandwidth.

b) Visioning conference planning – Kathy Pletcher passed out a packet with a summary of Visioning Summit planning to date and a draft agenda for the summit. She reviewed the draft agenda with COLAND and current plans for workgroup activities at the summit. Kathy also talked about possible invitees outside the library community (legislators, representatives from DOA). The group also discussed the possibility of holding the May 6 COLAND meeting sometime during the summit, and which nights COLAND members should plan to be at the Heidel House and lodging reservation logistics. Discussion continued about the possibility of having a planning session on Sunday night before the summit. More discussion took place about when and how to hold the regular May meeting. The decision was made to hold a short COLAND meeting at the close of the summit, with an additional meeting later in May to discuss what to report back to the state superintendent, in case some of the outcomes relate to her budget initiatives. Someone suggested holding a videoconference meeting sometime in May. The discussion continued about how to end the summit so participants will have an idea of what has been accomplished and an idea of what comes next in the process (action plan and assignments from the summit) so they can return to their respective constituencies and report back with some immediate outcomes. The need to have clear goals come out of the summit was emphasized. Kathy re-emphasized that the summit is a “beginning” and she briefly talked about the possibility of reporting at the WLA conference. After much discussion, a decision was made to hold the statutorily-required COLAND meeting from 2:30 to 3:30 p.m. on May 6, with a two-hour videoconference meeting to be held on May 29 or 30 (Roslyn Wise will check with COLAND members regarding the best date).

The discussion turned to what materials should be included in packets for the summit and how to organize these materials. Kathy suggested the packets include only three or four specific items for everyone to read and a resource list of other materials that participants could selectively read. Sally Drew distributed a list of possible background materials that had been suggested to her. The biennial report from the State Superintendent will be included in the packet, as well as the Executive Summary from the governor’s most recent “Grow Wisconsin” initiative; Annette Smith suggested including a publication about school libraries. Kathy requested that COLAND members wanting to suggest materials to send them to Sally. There was additional discussion about how to organize the list of suggested readings and how the work groups for the summit will be determined. Kathy remarked there was a 98% acceptance rate for the visioning summit invitations that went out in January.

13. SUGGESTIONS FOR FUTURE AGENDA ITEMS

a) BadgerLink marketing presentation for July meeting.

- b) Have representative from Board of Commissioners of Public Lands (BCPL) attend to talk about why municipalities go to private bond companies instead of Trust for Public Lands (Common School Fund) when seeking funding for projects for July meeting (if meeting in Madison).
- c) Update on state budget request for July meeting.
- d) Representative from the Public Service Commission to talk about the Universal Service Fund if the meeting is in Madison.

14. FUTURE MEETING LOCATIONS AND DATES

For September meeting in Rhinelander, five could not attend on September 19 and six did not respond to request. The others said either date would work. Kris Adams Wendt said neither date really works for her so it would be okay with her if they decided not to come to Rhinelander in September, but to do it at another time. The consensus was to have the meeting on September 12; several alternate locations were discussed to include Green Bay and Wausau, as well as several other academic libraries.

- a) May 6, 2008 – Green Lake, at end of Visioning Summit.
- b) July 11, 2008 – Monona Grove High School – still to be confirmed (may be a problem with this site)
- c) September 12, 2008 – to be determined

15. REVIEW FOLLOW UP ITEMS

There were two action items for follow up: letter to governor and letters to DOA secretary and DET administrator.

16. ANNOUNCEMENTS

Barbara Arnold announced that UW Madison received full re-accreditation for seven years. Also, her replacement at UW Madison SLIS has been named; she is Andrea Poehling and she will begin April 1.

17. ADJOURNMENT

Lisa Solverson moved to adjourn; Kristi Williams seconded the motion. The motion passed and the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael Bahr". The signature is written in a cursive style with a prominent flourish at the end of the name.

Michael Bahr, Secretary