Wisconsin Public Library Consortium
Board Meeting Agenda
February 19, 2024 at 2:00 PM
by zoom*
{Alternate in-person location: 707 Quay St, Manitowoc, WI 54220}

1. **Call to order**

2. **Welcome, Proxy Announcements, and Roll Call**

3. **Consent Agenda**
   a. Review agenda
   b. Approval of minutes from October 23, 2023
   c. Acceptance of Digital Library Steering Committee minutes from November 9, 2023
   d. Acceptance of Technology Steering Committee minutes from November 7, 2023
   e. YTD Budget

4. **Committee and Project Updates**
   a. Strategic Planning Workgroup Update
   b. Technology Steering Committee Update
   c. Digital Library Marketing Committee Update – See discussion item 5.b

5. **Discussion and Action Items**
   a. **Discussion and Action: Apportionment of the 2023 Budget Carryover and Unbudgeted Expenses**
   Background: Each year, we take the funds not spent by the Consortium in the previous year and allocate them to the appropriate budget for the current year. This year, we have the following funds to allocate:
   - Member shares $(2.00) {recommendation: carry over to digital content}
   - Buying pool income $(1.00) {recommendation: carry over to digital content}
   - Digital Newspaper Uploads $1,662.24 {recommendation: carry over to same line}
   - Donations $250.00 {recommendation: carry over to digital content}
   - OverDrive Content $(674.71) {recommendation: carry over to digital content}
   - Magazine Collection $20,001.00 {recommendation: carry over to same line}
   - Digital Newspaper Hosting $14,142.48 {recommendation: carry over to same line}
   - Website $919.13 {recommendation: carry over to same line}
   - Digital Newspaper Uploads $1,202.52 {recommendation: carry over to same line}
   - R & D $59,000.00 {recommendation: carry over to same line}
   - Reserve $46,718.36 {recommendation: carry over to same line}
   - Other (Printing) $(120.20) {recommendation: carry over to reserves}

Additional Documents: [2023 End of Year Budget](#)

 Questions for discussion:
- Are there any questions or concerns about the proposed allocations?

b. Discussion and Possible Action: Marketing Committee
Background: The Digital Library Marketing Committee is working with WPR to advertise Wisconsin's Digital Library. The Committee is requesting the Board's input.

During the meeting: The Board will review the request and provide feedback.

Additional Documents: [WPLC Committee Updates](#)

c. Discussion and Possible Action: Collection Development Policy
Background: Annually the Board approves any updates and recommended changes made to the Collection Development Policy by the Selection and Digital Library Steering Committee.

During the meeting: The group will review the recommended changes and potentially approve the policy.

Additional documents: [WPLC Collection Development Policy Draft](#)

d. Discussion and Possible Action: Technology Collaborative Governance Proposal
Background: The governance and committee structure of the WPLC Technology Collaborative was discussed at the WPLC Visioning Session in October of 2023. A proposal has been drafted with recommended changes to the structure.

During the meeting: The group will review the proposal and potentially approve.

Additional documents: [WPLC Technology Collaborative Governance and Committee Proposal](#)

e. Discussion and Possible Action: Data Dashboard Pilot
Background: The Technology Operations and Technology Steering Committee have created a Workgroup to evaluate existing library data dashboards of public library systems in Wisconsin, as well as those used by other states or non-library examples, to help determine suitability for a statewide data dashboard pilot project. The workgroup has submitted a findings and recommendation report to the Technology Steering Committee. The report recommended a pilot data dashboard project. The Technology Steering Committee will review and approve the project at their meeting.

During the meeting: The board will review and potentially approve the project as well as discuss and potentially approve funding.

Additional documents: [WPLC Data Dashboard Report](#)

f. Discussion and Possible Action: Delivery
Background: A proposal was drafted to move the governance of the statewide delivery system to the WPLC.

During the meeting: The group will review and discuss the proposal.

Additional documents: [DPI Delivery Proposal](#)

g. Discussion: Planning for the 2024 Annual Meeting
Background: The next meeting will be the WPLC Annual Meeting. The annual meeting will be held at WAPL on May 1, 2024

Questions for discussion:
- What topics or specific concerns need to be addressed at the annual meeting?
- Would the Board be interested in holding a separate annual meeting that is all virtual and holding just the Board meeting in person at WAPL?

h. Discussion: Annual Review of Consortium Documents
Background: As this is the first meeting of the year, the Board orientation packet has been prepared. The group will discuss any questions during the meeting.

Additional documents: [WPLC Board Orientation Packet Documents 2024](#)

6. **Information Sharing from Partners**
Questions to consider:
- What are potential opportunities for collaboration?
- What's new happening at your system?
- What issues are you facing?

7. **Adjourn**
Next meeting: Annual Membership Meeting and Board Meeting on May 1, 2024.

*Join Zoom Meeting
https://us02web.zoom.us/j/84834338722?pwd=aENTS016bms3bnczUS9kbzQ3cXBXQT09

Meeting ID: 848 3433 8722
Passcode: 002118