Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Minutes
February 25, 2014, 1:00 p.m.

Meeting Location: Outagamie Waupaca Library System
225 N Oneida St, Appleton, WI 54911

Teleconference meeting held via GoToMeeting – See instructions below

Attendees: Pete Loeffel, Muskego PL; Jessica MacPhail, Racine PL; Molly Warren, Madison PL; Stacie Pajewski, Manitowoc PL; Sue Queiser, Barron PL; Wyatt Ditzler, Beloit PL; Noreen Fish, LaCrosse PL; Linda Pierschalla, Cedarburg PL; Mark Troendle, LE Phillips; Ellen Meylon, Kenosha PL; Amy Lutzke, Dwight Foster PL; Bruce Gay, Milwaukee PL; Jennifer Loeffel, Franklin PL; Dale Cropper, Brown County Library; Kristin Stoeger, Oconto PL; Amy Stormberg Shell Lake PL; Beth Carpenter, Kimberly-Little Chute PL; Joe Rice, Shorewood PL; Heidi Cox, E.D. Locke PL; Bob Stack, Portage County PL; Karina Zidon, Platteville PL; Jennie Stoltz, Pewaukee PL; Marie Boleman**,** Westfield PL; Evan Bend, OWLS; Bruce Smith, WiLS; Stef Morrill, WiLS.

Minutes: Sara Gold, WiLS

1. Call to order

2. Review Agenda

3. Approval of minutes – N/A

4. Welcome and Introductions

5. Review charge and responsibilities

6. Action Items
    a. Establish nomination committee for Steering Committee Chair: the responsibilities of the chair is to help create the agenda, run Steering Committee meetings and, as needed, represent the committee with the board or WPLC membership. This nomination committee will determine a nominee recommendation to present to the Steering Committee at the next meeting.
        -   Nominating Committee: Jennie Stoltz, Molly Warren, Stacie Pajewski, Wyatt Ditzler, Amy Lutzke

    b. Establish Selection Committee as a subcommittee of the Steering Committee: per WPLC bylaws, with the establishment of the Steering Committee, the Selection Committee needs to be officially established as a subcommittee of the Steering Committee.
        -   Motion: Ellen Meylon, Second: Bob Stack, Motion approved.

    c. Determine process for investigating potential developments of Kid's e-Reading Room.
        -   Work Group established: Beth Carpenter, Sue Queiser, Molly Warren, Amy Stormberg, Noreen Fish, Evan Bend, Chair.

7. Committee Reports
    a. Selection Committee
        - Sara Gold gave brief overview.

8. Ongoing Discussion Items
    a. OverDrive support & training:
        - Stef Morrill gave brief overview of current model for WPLC support. WiLS is shifting support to the systems and is in the midst of "train the trainer". May 1st is target date for support shift from WiLS to systems.
    b. Collection management
    c. OverDrive update:
        - The following questions were raised to be discussed at the next meeting WiLS has with the OverDrive:
            - MP3 question - what happens to WMA files if titles are not available in MP3. Will they remain in collection, removed and credited? When will the shift happen?
            - Is OverDrive working on creating automated statistics?
            - What is happening with sponsored collections, i.e. Friends group collection was in Beta testing?
            - Can we get an update on Simon & Schuster Pilot?

    d. Library information sharing and questions:
        - Jennie Stoltz usage at her library continues to increase.
        - Wyatt Ditzler mentioned the list of compatible devices is out-of-date. WiLS will take discuss with OverDrive at their meeting.

9. Future Discussion items
    a. The following list are items that have been identified as possible topics for this committee to discuss and explore. At the next meeting more information will be provided about each of these topics and there will be a discussion about the prioritizing these topics. At this meeting we will discuss if there are other topics to add to the list.
        - Multi language interface: Selecting titles in languages other than English
        - OverDrive and future potential Adobe DRM changes
        - Promotion responsibilities
        - Wish list for OverDrive
        - OverDrive's Frontline Tech Support
        - Recommend To Library and Advantage accounts
        - Meeting frequency of this committee
        - Annual topics – policies and funding
        - How this group will make decisions at and between meetings.
        - What will our activity be with Streaming Video
        - How to respond to different publisher models: ex. when a title expires who determines if it is repurchased.
        - Exploring other vendor options

10. Next Meeting Date

Bruce Smith will send out Doodle for next meeting date.