

Wisconsin Public Library Consortium
Digital Library Steering Committee Meeting Minutes
May 19, 2022, at 1:00 PM

ATTENDEES: Abby Armour (Mukwonago/BLS), Shawn Carlson (Waukesha/BLS), Michael DeVries (Beloit/ALS), Dominic Frandrup (Antigo/WVLS), Nicole Hardina-Wilhelm (Neenah/WFLS), Alex Harvancik (Horicon/MLS), Sue Heskin (Superior/NWLS), Clare Kindt (Brown County/NLS), , Kayla Mathson (Independence/WRLS), Rachel Metzler (WVLS), Eric Norton (McMillan/SCLS), Karli Pederson (MPL/MCFLS), Lisa Pike (Manitowoc/MCLS, Martha Spangler (Altoona/IFLS), Molly Warren (Madison/SCLS), Shannon Urban (Kenosha/KCLS), Karina Zidon (Platteville/SWLS)

ABSENT: Heidi Cox (McFarland/SCLS), Jennifer Loeffel (Franklin/MCFLS), Deb Sadowski (Coloma/WLS), Holly Selwitschka (Kimberly/OWLS), Sara Swanson (Union Grove/LLS)

GUESTS: None

Project Managers: Melody Clark (WiLS), Sara Gold (WiLS)

1. Call to order

The meeting was called to order at 1:02 pm.

2. Review Agenda – changes or additions

There were no changes to the agenda.

3. Approval of minutes – [February 17, 2022](#)

Motion: Approval of Minutes

Made by: K. Mathson

Second: E. Norton

Discussion: None

Results: Motion Passes

4. Reports: Committees, Workgroups, and Project Manager Updates

- a. Decisions made between last and current meeting:** It was noted that the April 14th meeting was canceled due to a lack of agenda items.

b. WPLC Board Report

R. Metzler reported the Board met twice since this body last met, on Feb 22nd and May 11th. At the February 22nd meeting, the Board voted to move the remaining money from the magazine renewal estimate which was more than the actual cost into next year's magazine funding account. The Board also voted to reconvene the WPLC Advocacy workgroup. The Board worked through carryover budget items and the Budget Committee was formed. The Board also reviewed the bylaws. At the May 11th meeting, the Board reviewed the draft minutes from the February 22nd meeting and spent time reviewing the reconsideration form. The Board will be the final arbiter if patrons wish to challenge the decisions regarding the reconsideration of materials. SCLS is seeking grant money for its new data center and is asking for the support of the Board in this request.

c. Selection Committee

S. Gold reported The Selection Committee met on May 5th and followed up on the suggestions made by the Selection Committee to the Steering Committee regarding changes to the Reconsideration Policy and the Collection Development Policy. Collection Updates from OverDrive include Blackstone Publishing is eliminating their 90-day windowing requirement for libraries of new release titles as of July 1, 2022. This means all titles, for libraries and retail will be available on the same street date. The committee also purchased 300 previously unowned titles at the end of April. Updates to Marketplace will be covered in a later agenda item. A review of the Diverse Selection Toolkit for April was done. The next diversity audit will be done in July. A review of progress on the weeding/deselection plan was provided. There are 3 phases to this process, and the first two are underway:

- 1st Phase: Audit of Automated Carts in February 2022
- 2nd Phase: Automated processes established with OverDrive to replace titles that are no longer available for purchase.
- 3rd Phase: Establishing review guidelines for titles by subject and other areas to make sure titles remain relevant.

The project managers requested a report of Advantage only titles to assist systems with making deselection decisions at the system and library level. Information sharing across selectors included a request for resources for titles on ADHD and Autism as well as Down Syndrome. Project Managers will be adding these to the Diverse Selection Toolkit. A question was also asked about the possibility of purchasing the Kindle format from Amazon in cases where the title is already owned in other formats; because of the sunseting of the OverDrive App Kindle users can no longer read titles that are only in ePub format. The next meeting for selectors is July 14th.

d. Collection Development Committee

It was noted an update will be given as agenda item 5. a.

5. Ongoing Discussion Items

a. Discussion and action: Collection Development Committee Recommendation

At the February meeting and at the Annual Membership meeting the Digital Library Steering Committee and Board discussed the [recommendations](#). The DL Steering Committee made two recommendations for change which were incorporated. The group was asked if anyone had any questions or comments regarding the recommendations. There were none.

Motion: Move to approve the Collection Development Committee's Recommendations.

Made by: K. Mathson

Second: M. Warren

Discussion: None

Results: Motion Passes unanimously

6. New Discussion Items

a. Update and Discussion: Reconsideration Form and Collection Development Policy Process

At their last meeting, the Board approved the changes to the Collection Development Policy proposed by the Selection Committee and reviewed by this body and the Title Reconsideration Process with the addition of naming the WPLC Board as the final arbiter in the appeal process.

The group reviewed the updates to the form and the change to the Collection Development Policy as well as the new process, noting that the final approval will now go to the Board annually. A question was asked about how to standardize the request for page numbers as they are different in each format. A discussion about identifying characteristics occurred, with suggestions including percentage read, key phrases, chapter, and timestamp. The question on the form will be updated to include all examples.

b. Update and Discussion: Local Videos

OverDrive recently announced the removal of videos purchased through OverDrive (not Kanopy videos). There was a concern that libraries may have uploaded their own local videos into the system and that those would be removed as well. Project managers gave an update on this process noting that OverDrive has reached out to Bridges which is the only system with local videos on the OverDrive platform. Bridges has been given the information needed to move the content off the platform and will be working with Recollection Wisconsin as a new source to host the local content.

c. Update and Discussion: OverDrive Hub

As was mentioned in the Annual Membership meeting, OverDrive is rolling out a new library interface called the Hub. Project managers reviewed the three components:

- The Newsroom where Libraries will be able to share service announcements, branch updates, author events, surveys, fundraising activities and other library programs — all within the Libby app! This is something that we have been waiting and pushing a long time for.
- The Loop will provide new charts, reports, and dashboards of the library's digital collection activity.
- And lastly, Overdrive is making improvements to the Marketplace, which is the purchasing catalog for libraries. Improvements include a new "one shop" collection development tool that will display all available lending models and prices in one convenient location.

7. Committee information sharing and questions

C. Kindt shared that a patron in Brown County is receiving errant hold notifications for another patron and asked if any other system has experienced this. Winnefox had a similar issue and found it to be caused by two patrons having the same email address. It was suggested to verify that the app is up to date for the patron that is experiencing the issue.

The WPLC website has the recording and slides from the Annual Meeting and Board Meeting.

M. Spangler from IFLS wants to do a road trip theme digital book display/ group read for summer and is wondering if any other systems may be interested in working together. S. Gold can put IFLS in touch with OverDrive Publisher Services to get pricing for sim use titles.

8. Adjournment

Next Meeting Date: September 15, 2022, at 1:00 PM

Motion: To adjourn the meeting

Made by: E. Norton

Second: A. Armour

Discussion: None

Results: Motion Passes unanimously

Meeting ended at 1:44 pm