

Wisconsin Public Library Consortium
Board Meeting Notes
August 4, 2017, 9:30 AM – 12:00 PM
Kilbourn Public Library, Wisconsin Dells

ATTENDEES: Kirsten Anderson (WRLS), Roxane Bartelt (SWLS), Amy Birtell (MLS), Steve Hesel (MCFLS), Josh Klingbeil (WVLS), Sherry Machones (NWLS), Connie Meyer (BLS), Rebecca Peterson (MCLS), Steve Platteter (ALS), Lin Swartz-Truesdell (KLS), Martha Van Pelt (SCLS), Maureen Welch (IFLS)

GUESTS: Anne Hamland (WVLS)

PROJECT MANAGERS: Melody Clark (WiLS), Stef Morrill (WiLS)

1. Call to order/Welcome & Introductions

The meeting was called to order at 9:37 AM.

2. Consent agenda

- a. Review agenda
- b. Approval of Minutes from June 8, 2017

Motion to approve consent agenda was made by M Van Pelt and seconded by S. Platteter. Motion Approved.

3. New business

- a. Form Board Nominations Committee

A Nominations Committee was formed to identify a WPLC Chair for 2018 and potentially a Vice-Chair. J. Klingbeil (WVLS), R. Peterson (MCLS), M. Van Pelt (SCLS) volunteered to form the committee. If any members are interested in serving as chair, let project managers know by September 1.

- b. Bylaws revision

The group agreed to start the discussion with the recommended changes from the Bylaws Workgroup.

Tie Voting: The workgroup decided to add tie voting to the bylaws for clarity. Because the chair would be voting on the motion, they would not cast an additional vote to break a tie. The Board supported this with no changes.

Vice-Chair: A Vice-Chair was added but limited to only filling in when the chair is not available. The group discussed the pros and cons of having a chair-elect or a vice-chair. While the continuity of a chair-elect would be nice, it would be more difficult to fill, as people would need to give a two-year commitment. Vice-chair would be an easier sell. It was decided not to have a chair-elect right now, but to consider in the future. The vice-chair should be encouraged to be on the Budget Committee to better acclimate that person.

The Steering Committee needs to make the decision to have a vice-chair or chair-elect as well. All of the bylaws changes will go to the Steering Committee for approval at their September 21st meeting.

The Board will review the duties of the vice-chair and consider whether a chair-elect may be more appropriate after 1 year of the new role.

Voting by Email: The Bylaws Workgroup recommended language to allow for voting by email, but suggested that this option is used only when a decision was required between meetings. The Workgroup also discussed the perils of email voting, especially the inability to have a true discussion and to be able to hear the dissenting voices. They discussed a supermajority and felt the language should reflect the need for 2/3 of the Board to respond in favor of the motion in order for a motion to pass. There may be operational guidelines needed to clarify the electronic communications, which the Board can discuss.

The Board supported this addition and agreed that email approval should only happen if absolutely necessary and not when discussion is needed. The mechanism for voting will be decided at the time the question is called.

Designating physical location for the meeting: The location of the Board Chair will be the default location for a physical location option when there is a virtual meeting. To better determine the need for this, there will be a note on the meeting agenda to notify both the Chair and Project Manager if participants will be attending in person. The Project Manager will also include that question with the call for agenda topics.

Voting rights for Steering Committee liaison: The Bylaws Workgroup recommended that the Board Liaison to the Steering Committee be a non-voting member. The Board agreed. The Steering Committee will be asked to approve this change.

Proxies: Language was added to 5.3a to require proxies be given by the Board member to the Chair and Project Manager, in writing, prior to the meeting.

Opting out of partnership:

The Board supported the suggestions offered by the Bylaws Workgroup:

1. The Steering Committee will discuss Advantage collections and make a recommendation to the Board on what would happen to a member's Advantage collection if they decided to opt out.
2. The Board will create a document that will include the final recommendation from #1, along with the process to opt out, any costs that would be incurred, and deadline dates for withdrawal. It should include information on services beyond the digital library.

Advantage Plus confuses this issues a bit as titles are shared from Advantage collections to the consortium collection. Advantage users would need to purchase a new platform or new vendor and they would need to move those owned titles over to their new platform.

The Board also recommended changing “the shared services” in Article 4.4 to “all WPLC services.”

Dissolution: The Bylaws Workgroup suggested to not change the current bylaws wording. M. Arend stated that they just went through this issue with a local group that is no longer as active as it was, but decided that they cannot dissolve because they do not have it in their bylaws. The Board felt there was enough language in the bylaws to prevent this issue while still allowing for flexibility. It was agreed to make no changes to dissolution.

Weighted voting and quorum:

The Board members present agreed to the following, based on the recommendations from the Bylaws Workgroup:

- Partner shares will be equal, starting in 2019. Instead of the 1-2.5 range of partner shares, each Partner would pay an equal amount to fund the non-buying pool budget. *Article 4.2 eliminated; new Article 4.2 edited to indicate the two different assessments and how they are divided.*
- Any Buying Pool formula changes would be developed by a joint committee of the Steering Committee and Board and would be approved by the Steering Committee for recommendation to the Board. *Language added to the new Article 4.2.*
- A 2/3 majority of votes of the full membership of the Board would be required to overturn any recommendations of the Steering Committee. The Board can return a recommendation to the Steering Committee for further consideration with a simple majority. *Added Article 5.3(b)*
- The Steering Committee representatives and Board representatives would be strongly encouraged to work together and discuss any issues brought to the Steering Committee. No language was added to the Bylaws, but best practices will be developed and shared.
- An action item cannot be voted upon unless it was included in the agenda sent to the Board or Steering Committee prior to the meeting. *Added 5.3(c) and added language to 6.7.*

It was clarified that when the Board votes on the Bylaws, they will take effect for 2018. The Bylaws Workgroup was thanked for all their work.

Motion to send changes as discussed to Steering for approval was made by M. Van Pelt and seconded by S. Platteter. Motion approved unanimously.

c. 2018 meeting schedule

The current, 2017, meeting schedule was evaluated and found to be sufficient and everyone agreed that a similar meeting schedule will be good for 2018. If an extra in-person meeting is needed for topics, the Board will call a special meeting. Otherwise, no additional in-person meetings will be planned.

4. Information sharing from partners

- SCLS shared they are looking to upgrade their telecommunications hardware and asked for recommendations. Some systems have used speaker phones. For a large room, speaker phones do not work. Plantronics and Polycom were recommended as they have more advanced enterprise systems. Some hearing loops are tied into room speakers and microphones that are then tied into a web conferencing system.
- OverDrive has begun posting invoices on Marketplace and all system and Advantage billing contacts have been receiving emails about these. The Project Managers have contacted OverDrive to correct this issue.
- WVLS is looking at multiple channels for funding Advantage.
- The public relations people from multiple systems will be meeting annually. This group will be starting with systems folks, but may expand to include library PR staff as well.
- The annual New Director Boot Camp is coming up. If there is any information to be shared from the WPLC group, Shannon Shultz at DPI can be contacted.
- August 16 is Camp Tech-a-Talka, the annual in-person meeting for System technology folks. The meeting is an all-day meeting scheduled to take place at the Portage County Public Library in Stevens Point.

5. Meeting evaluation

All agreed the meeting went well.

6. Adjourn

Motion to Adjourn was made by R. Peterson and second by M. Van Pelt. Motion approved.

Meeting was adjourned at 12:02 PM.