

Outagamie Waupaca Library System
Board of Trustees
January 15, 2015 Meeting Minutes

The meeting was called to order at 6:30 p.m. by President Carol Diehl at the Appleton Public Library.

PRESENT: Will Bloedow, Pat Craig, Terry Dawson, Carol Diehl, Pete Gilbert, Paul Girod, Richard Goldsmith, Mike Hankins, David Hovde, Eunice Lawrence, Marcia Trentlage.

OTHERS PRESENT: Jim Macy, Gerri Moeller

Trentlage moved, Hankins second to convene into closed session pursuant to Wis. Statutes 19.85 (1)(c) for the purpose of considering specific salary matters. Roll call vote: Bloedow, Craig, Dawson, Diehl, Gilbert, Girod, Goldsmith, Hankins, Hovde, Lawrence, Trentlage, all aye. Motion carried.

Bloedow moved, Hankins second to return to open session at 6:57. p.m.. Roll call vote: Bloedow, Craig, Dawson, Diehl, Gilbert, Girod, Goldsmith, Hankins, Hovde, Lawrence, Trentlage all aye. Motion carried.

Girod moved, Trentlage second to offer Gerri Moeller the position of Acting Director of Outagamie Waupaca Federated Library System for a term of not less than six months, nor longer than 12 months for an annual salary of \$80,000, with an increase of other current benefits commensurate with this increase in salary. The starting date is January 5, 2015. An additional \$1,200 is set aside to use at Gerri's discretion to pay other OWLS employees for additional OWLS duties they perform at Gerri's request. Gerri Moeller accepted the position.

Trentlage moved, seconded by Goldsmith to approve the minutes of the December 18, 2015 meeting with the amendment of moving the words, "Motion carried." to the end of the roll call vote in place of before the roll call vote in the sentence of closed session vote and in the sentence to convene back into open session. Motion carried.

Hankins moved and Bloedow seconded to approve the checks numbered 28767-28816, inclusive, in the amount of \$62,086.27 and payroll related expenditures dated 12/14/2014 to 1/10/2015 of \$68,585.84. Motion carried.

Trentlage moved, seconded by Dawson to approve the December 2014 Financial Report. Motion carried.

DIRECTOR REPORT

Gerri Moeller reviewed her background and work for OWLS and updated the Trustees on the work that is presently occurring in OWLS with various programs.

Moeller met with the library boards of the three Calumet County libraries (Brillion, Chilton and New Holstein) on Jan 5 to discuss the possibility of the libraries joining OWLS.

Staff at OWLS are working on a number of projects, including implementing Encore (our new Discovery Layer), choosing enhanced content and replacing the Sierra application server. The application server, which is on a Sun platform, experienced a hard drive failure January 14. The server was up and running by the next morning. However, since the server is almost 5 years old, we are planning to replace it this year.

Evan Bend is very involved with WPLC, a consortium that purchases electronic content in a statewide shared pool. While we have more access to content, both types of content and additional publishers, it's very expensive. WPLC is exploring adding magazine content, but it's been difficult for libraries to find the funds. He has also spent a lot of time researching an attack on the OWLS websites, and making changes to protect the sites in the future.

Dave Bacon has recently upgraded the process he uses to automate windows updates for OWLSnet member libraries. The libraries find this a very valuable service, and the new update process means fewer failures and less time spent by Dave on the project outside of the office. He is also working on an android-based catalog device. This could potentially replace a PC and doesn't require a hard-wired connection (which would save on wiring costs.)

Appleton and Scandinavia successfully completed their digitization projects for the 2014 LSTA grant, uploading 34 historical publications including yearbooks, city directories, newsletters and pamphlets to the InfoSoup Memory Project. Kaukauna and Door County also added new collections in 2014.

Sixty-six people attended the Black Belt Librarian workshop on December 10th and workshop evaluations were overwhelmingly positive. OWLS is also co-sponsoring the third annual Wild Wisconsin Winter Web Conference Jan 15-16, an online conference featuring over 10 webinars in 2 days. Jamie Matczak is the lead organizer and reports that registration is averaging 200 participants per session.

Rick Krumwiede has agreed to assist OWLS staff in reviewing the 2014 and 2015 OWLS budget and provide assistance with the annual report. OWLS staff have already prepared much of the data provided to the OWLSnet libraries for their annual reports.

On the agenda for next month will be Outagamie County's request.

PRESIDENT REPORT

Carol Diehl referenced the work that is being done on the Trustee and Employee handbooks; there is a link on the Website to them.

OLD BUSINESS

Jim Macy suggested changes to our present OWLS handbook, which will be referred to the Personnel Committee and then brought to the Board for approval.

The 2015 Youth Services Liaison Agreement has been approved and OWLS will pay mileage to attend three Brown Bag meetings.

NEW BUSINESS

Outagamie County has approved Paul Girod, Roberta Buchholtz, David Hovde, Marcia Trentlage to the OWLS Board of Trustees for the term ending December 31, 2017.

Trentlage moved, Craig seconded to approve the recommendation of the Nomination Committee and elect Carol Diehl-President, Mike Hankins-Vice President, and Terry Dawson-Secretary/Treasurer. Motion carried.

Bloedow moved, seconded by Gilbert to accept the Board Meeting Schedule for 2015 as presented. Motion carried.

Lawrence moved and Girod seconded to approve the 2015 Committees as amended with the addition of the words "and other personnel related matters" to the first sentence under Personnel Committee. Minor typos were also noted (includes, to). Motion carried.

Dawson reported the Facilities Committee interest in the new Appleton Library proposal. Issues are looking at the space needs for OWLS, alternatives for OWLS, and future decisions.

Dawson moved, seconded by Trentlage to authorize the letter to be sent to the Shiocton President of the Board of Trustees regarding being out of compliance with system membership requirements dependent on the letter being approved by the DPI staff. Motion carried.

Members were reminded and encouraged to participate in the Library Legislative Day February 17, 2015.

Carol Diehl adjourned the meeting at 8:18 p.m.

Patricia Craig
Acting Secretary