

**Notes of the Nicolet Federated Library System Librarians Advisory Meeting
Friday, February 19, 2016
NFLS Board Room, 1595 Allouez Ave., Suite 4, Green Bay WI**

Present: Jennifer Thiele, Joan Denis, Rebecca Berger, Kristie Hauer, Stephanie Weber, Sue Lagerman, Kristen Laufenberg, Sue Grosshuesch, Amanda Burns, Amy Peterson, Nicole Lowery

Excused: Kay Rankel

Unexcused: Jill Trochta

Also Present: Joe Eckberg (Presenter), John Kronenburg, Mark Merrifield, Jamie Matczak, Megan Theys, Holly Handt

1. **Introductions.** Introductions were made.
2. **Agenda Revisions.** None were made.
3. **Updates from Staff.**

Mark—

Mark has been working on the Resource Library Agreement with Sue Lagerman and Brian Simons from the Brown County Library. On Tuesday it was approved by the NFLS Board; it now needs to go to the BCL board for approval. The \$5000 for reference has been removed due to lack of use. Possibilities for where this will go includes adding it to the Overdrive fund, the reserve fund, and/or to pay Waltco. This is still under debate. Kathy Pletcher from the NFLS Board brought forward a recommendation to allocate 1/10 of 1% of the budget to WLA for lobbying. The paperwork for Movie Licensing USA is being filed. Enough libraries are interested in Movie Licensing USA to result in a decreased fee. The contract will start April 1, 2016. NFLS will pay the invoice from Movie Licensing USA and then invoice the individual libraries.

John—

John is preparing the computers for the Windows 10 upgrade, which will start on March 1, 2016. He is working in some smaller libraries as a trial run and finding some challenges, such as computers not being updated to Windows 7 and compatibility issues. Ideally all computers will be updated by July 2016 (before the free upgrade is no longer available).

Jamie—

Upcoming CE events are posted on the website. The attendance for the Wild Wisconsin Webinar was down a little to around 100 people per session. Many people from outside of Wisconsin participated in the webinars, and there are over 1,000 hits on the recordings. This is an event that will happen again next year. Jamie handed out a support staff grant project draft. If you have any comments, let her know. Then she will get out a final copy you can get to your staff.

4. Annual Report Issues/Problems Discussion.

Mark reviewed the process for submitting the annual reports. Remember to send NFLS two copies. He tried to clarify what is considered a non-literacy program—a program that does not have a book focus (rarely happens). The official lock date for the reports is February 29, 2016. NFLS needs to send them in by February 29 as well. If you have any more questions call Mark and he'll walk you through it.

5. Presentation by Joe Eckberg, Director of AV Technology at Camera Corner. (30 min.)

Joe presented on several devices, including:

- Wireless presentation gateway—Allows one to present wirelessly from a variety of devices (about \$1000).
- Projectors and flat panels—Projectors are status quo; flat panels are a current trend. To decide between the two consider the distance and height of the room and screen and the cost (A good projector costs \$700-800 and a flat panel costs \$3000-7000).
- Lamp projector vs. laser projector—a laser project costs more, has an instant on/off, and is less maintenance.

Be aware of differences in equipment intended for a home vs. a business. Joe has found that you get what you pay for. He suggested working with a consultant to get the best offer and quality and exactly what you need. Consider saving money by asking your technology partner about used/refurbished technology. Be aware that Camera Corner can install your technology, but you will still need to hire an electrician for full installation.

John added that NFLS does have a basic wireless connector between laptop and projector which the libraries can be checked out from NFLS.

6. NFLS Strategic Plan Progress Report.

- Delivery Service Question.
The NFLS staff meets every other week to check in on their progress of the Strategic Plan. At the previous NFLS Board meeting, there was a request for an RFP for Waltco. Mark is currently working with the other systems to work on delivery routes, costs, and efficiency already. Mark will be working with Kathy Pletcher from the board to write a solicitation to other companies and an RFP to Waltco.

7. Wisconsin Public Library Consortium.

- Steering Committee Update.
Kristie Hauer reported that Dale Cropper was nominated for the Chair of the WPLC Steering Committee. The development policy group consists of the same people as last year. This group works on Overdrive and other enhancements. The Steering Committee will meet on February 24, 2016.

8. Public Library System Redesign Project.

The Public Library System Redesign Project has sent out a survey which Mark is working on. It requires detailed information and statistics. The deadline has been extended for the survey due to annual reports being done at the same time. They are asking for members for workgroups. Jamie has applied for the CE workgroup.

9. Funding for System Educational Outreach.

A new lobbyist has been hired by WLA to continue to speak out on behalf of Wisconsin libraries. Several pieces of library legislation were signed into law this year which shows that educating legislators is having an effect. The systems are currently not spending a lot of money on WLA memberships, which is used in part to support the lobbying firm hired by WLA. Kathy Pletcher from the NFLS Board is advocating that 1/10 of 1% of library system budgets be allocated towards these educational efforts. The funding request for this effort is starting with systems and will then focus on encouraging Resources Libraries to contribute. Kathy presented it to the NFLS Board and it will be decided at the next meeting.

10. Open Forum Issues and Concerns.

The Division for Libraries and Technology (DLT) has moved away from WIPUBLIB to Google communities. You can still get the email every time someone posts, or you can opt out of the emails and just log in to view the posts. It's posed a few difficulties, but it should just be a matter of getting used to something new.

Some libraries have noticed an increase in broken items in delivery. Start recording details and Mark will pass it on to Waltco.

11. Adjourn Meeting. Meeting adjourned at 12:03.

The next Librarians Advisory Meeting will be on Friday, April 15.

Recording Secretary: Megan Theys

2/17/2016