Notes of the Nicolet Federated Library System Librarians Advisory Meeting
Friday, April 7, 2017, 9:30 a.m.
NFLS Mtg. Room, 1595 Allouez Ave., Suite 4, Green Bay, WI

Present: Amanda Burns, Kristie Hauer, Kristin Laufenberg, Kim Meyers, Jennifer Thiele, Nicole Lowry
Present via web: Amy Peterson, Stephanie Weber, Sue Grosshuesch
Also present: Mark Merrifield (NFLS), Holly Handt (NFLS), Megan Theys (NFLS), John Kronenburg (NFLS)

1. **Introductions** The meeting began at 9:37 a.m. and introductions were made.

2. **Agenda Revisions** - The minutes from the previous meeting will be presented at the next meeting (they were forgotten at this meeting).

3. **Updates from Staff**

John –
- Check your surge protectors and follow the instructions in the email to report them if they were recalled. John's not sure if we will be reimbursed or sent a new one.
- If you are interested in a new projector, John has information on a new one that doesn't require the bulb or filter to be changed. It costs about $730.
- The recyclers came last week to pick up old electronics and equipment. Continue to send your old equipment to John.

Megan –
- Nothing to report.

Holly –
- Nothing to report.

Jamie (Via sound recording) –
- The support staff grants have been issued. This year Jay Gerlach and Danielle Zeamer from Brown County received them.
- The Youth Services Grant checks should have been mailed. Let Jamie know if you didn't get your check.
- The Collection Development series, a five part series, will start on April 19th. See NicBits or contact Jamie for more information.
- Tech Days will be offered this year. It will take place over three days – one day in Fitchburg, one in New London (September 13, Laura Solomon will be a speaker), and one in Milwaukee.
- Trustee Week will be August 21-25 this year. Like in previous years, there will be a webinar every day at noon. A brochure will be put together; let Jamie know how many you need.
- CE schedule – CCBC will be next week, on April 18th there will be a webinar, Megan will give a database training on May 3rd, Jamie will give customer service training at Marinette on May 4 and Door County on May 11, and Mark will be

doing a webinar about the Care and Feeding of Friends Groups on May 25th. If you are interested in any of these, please register.

4. **DEMCO Demonstration (10 a.m.)** – Kurt Zastrow and Angie Schoeneck of DEMCO gave a presentation on Makerspaces. Kurt will share the slides with John. If you are interested, DEMCO will help you do a space assessment and help you rethink your space. Brown County Central has a MakerSpace.

5. **Delivery and Damaged Materials** - Mark and Holly met with Bob Walters and Brenda Moser from Waltco. Last month during a snowstorm two of their trucks overturned. The damaged materials were sent to NFLS. Waltco will send us a check and then we will issue you checks for damaged items. Bob just sent Mark a revised delivery schedule and pricing yesterday. Mark will meet with Megan and Holly to go over it.

6. **Small Delivery Bins Update** - Holly showed a 3 gallon tote for media. OWLS doesn't want to do the media tote. Waltco thinks it's a good idea. If we go with this, we need to work out logistics of the bins (spares, when they end up at OWLS, etc.). Jen mentioned that items put in the EcoCases have been getting damaged; this seems like a good solution. John mentioned it to Dave, who talked to Gerri. They are not interested. NFLS librarians seemed to be in support. We will keep working on it.

7. **NFLS Advocacy Efforts on State and Federal Budgets** –

- Kathy Pletcher of the NFLS Board is on the Wisconsin Library Association Legislative and Advocacy Committee. She is looking for trustees and librarians to attend a budget hearing in Marinette on April 21. For the last six years, public libraries have been 100 percent funded by the Universal Service Fund. They are no longer funded using on state tax dollars. Instead, they are dependent on federal money that could disappear. Mark hasn't heard if the Universal Service Fund is under threat of being cut from the federal budget. At the hearing in Marinette, WLA and System representatives will be making a pitch for a budget amendment that will put 1.5 million dollars into the fund for 2018 and 2019. Governor Walker has been support of this.
- LSTA grants - NFLS is getting two LSTA grants this year, one for technology which is used to offset database costs, and one to buy people counters for libraries that do not have them yet. Nicolet will purchase the people counters.
- LSTA money is under threat of being cut. 60% of the Division for Libraries and Technology jobs are paid for from LSTA money.
- Mark and Jamie will be meeting to discuss local advocacy in support of keeping LSTA and other funding.

8. **NFLS Website – What is helpful? What isn't?** –
   The librarians find the Roundcube email link at bottom of site and the out of office calendar to be helpful.

9. **PLSR Project Update – Kristie** - Videos are now available that talk about the different components of PLSR. These can be used to for self-information and to inform others. The Steering committee has created a few subcommittees (ex: HR type issues, planning appearances at bigger events). The ILL workgroup and ILS workgroup have merged. The PLSR website is usually current.

10. **WPLC Survey** – The user/nonuser survey has been done twice in the past. The people counters will make survey numbers more accurate. The survey is being created right now. Be aware that it will take some effort to answer the questions; it is similar to the ones in the past.

11. Open Forum: Issues and Concerns

- Kim finished her Master's Degree!
- Joan Dennis is having an issue with items that have been too long in transit. Keep in mind the delivery routes and pickup times affect when you will get an item. Also, some libraries only do ILL one or two days a week.
- John will put toner cartridge recycling info on the website.
- Amanda asked about patrons who intentionally leave their cards at the library and only use them there (they don't take them home). The others encouraged her to give them back to the patrons.

12. **Adjourn Meeting** - Meeting adjourned at 11:50 a.m.