

**Minutes of the  
Nicolet Federated Library System  
Board of Trustees  
January 8, 2013 - 12 Noon  
Green Bay, WI**

**Present:** Bob Entringer, Marsha Hoeffs, Rosetta Stern, Julia Wallace, Kay Krall, Christopher Wagner, Cheryl Maxwell, Miriam Erickson, Gina Reinardy, Paul Kegel.

**Excused:** Connie Seefeldt, Denise Bellmore, Sandy Ryczkowski.

**Absent:** Ken Harter.

**Also present:** Lynn Stainbrook (Brown), Becca Berger (Door), Gerri Moeller (OWLS), Mark Merrifield (NFLS), Denise Fitzgerald (NFLS).

1. **Welcome & Lunch.** Cheryl Maxwell called the meeting to order at 12:20.
2. **Agenda Revisions.** It was noted that under Reports, Nominating, Kay Krall will present the slate of officers selected by the nominating committee. Erickson moved to accept the agenda as corrected; Kegel seconded. **Motion carried.**
3. **Open Forum.** Stainbrook noted that Brown County Library's RFID project, funded in part by a grant from NFLS, is well underway at the central branch.
4. **December 4, 2012 Minutes.** Marsha Hoeffs moved to accept the minutes as mailed; seconded by Julia Wallace. **Motion carried.**
5. **Reports:**
  - 5.1 President – Denise Bellmore was excused.
  - 5.2 Treasurer's Report – Marsha Hoeffs. The October 2012 revenue and expenditure statements were included with the agenda mailing. Marsha asked about the balance left in the Web and Technology Development account. Mark said some of these charges will be coming due soon, and this line item has been reduced in the 2013 budget. Hoeffs moved to accept the reports as mailed; Kay Krall seconded. **Motion carried.**
  - 5.3 Personnel Committee – Miriam Erickson. The Personnel Committee met before today's board meeting. The committee reviewed evaluations of Mark's performance, sent in by the board, directors, and three NFLS staff members. On review, the committee found the assessment to be satisfactory. The Personnel Committee will be developing an evaluation for 2013 based on measurable goals and objectives. They will meet again in late January regarding the director's salary, and will make recommendations at the February NFLS Board meeting. The closed session on today's agenda will not be necessary.
  - 5.4 OWLSnet – Gerri Moeller, OWLS. Spoke about the annual report, and projects at the start of the New Year. She stated that the annual report is intended to collect data which the state gathers and can be used for comparisons from year to year. The Institute of Museum and Library Services (IMLS) also receives this data. Gerri showed the OWLSnet statistic pages from their website, which librarians can use to fill out their annual reports. She said this is public information, and the board members can access it online. These online statistics for OWLSnet librarians can be accessed at <http://www.owlsnet.info/stats/> She also brought up the DPI and IMLS sites to show their statistics' pages. Wisconsin public library service data statewide public library statistics can be viewed at [http://pld.dpi.wi.gov/pld\\_dm-lib-stat](http://pld.dpi.wi.gov/pld_dm-lib-stat) IMLS reports the same data points and criteria for 9,000 public libraries, which can be used for comparisons. Their national public library statistics' site link is at [http://www.imls.gov/research/public\\_libraries\\_in\\_the\\_united\\_states\\_survey.aspx](http://www.imls.gov/research/public_libraries_in_the_united_states_survey.aspx)
  - 5.5 Director – Mark Merrifield. Handed out NFLS CE spring events, and Wisconsin Winter Web conference information. He stated that he has been working on his director's report's focus. Distributed information on the projected fiscal impact on the Menominee Tribal Library's decision to leave the OWLSnet consortium. The tribe is working on the public library's governance and a new public library board. Mark has spoken with Jim

Trojanowski, director of Northern Waters Library System, as they have a similar tribal college/public library. NFLS is required to provide services such as delivery and ILL to the library. Mark noted that as an academic library, there will be more access and utilization of the public library's historical materials at the newly merged public/college library.

5.6 Nominating – Kay Krall. Cheryl Maxwell will become the NFLS Board president in January 2013, serving a 2 year term. Krall presented the slate of officers recommended by the nominating committee for consideration.

6. **Election of Officers - 2013.**

Vice President/President Elect – 2 year term - Ken Harter

Treasurer, 1 year term - Sandy Ryczkowski

Secretary, 1-year term - Gina Reinardy

Member-at-Large, 1 year term - Rosetta Stern

Kay Krall moved to accept the slate of officers as presented; Miriam Erickson seconded.

**Motion carried.**

7. **Annual Agreement with Resource Library – 2013.** Distributed a new final draft of the Resource Library Agreement (RLA). The \$15,000 addition in collection development will now go into OverDrive e-book materials, and will be accessible to all NFLS libraries. The website maintenance and upgrade provision has been cut in half to \$2,500. The cuts are proportional to other member libraries' funding. Also handed out an overview from DPI on Wisconsin public library system resource library contracts, which lists amounts of RLA payments, and services provided. Gina Reinardy moved to approve the RLA; Paul Kegel seconded. **Motion carried.**

8. **Update on System Consolidation.** A summit meeting will be held February 4, 2013 with the System and Resource Library Administrators' Association of Wisconsin (SRLAAW), Wisconsin Library Services (WiLS), system directors, resource library directors and librarians attending. The summit will explore consolidation and reconfiguration of systems. Mark will ask the member librarians who would be interested in attending. He will send the webinar address to the board members, so they can attend virtually.

9. **Projects and Priorities for 2013.** Distributed a sheet on the NFLS director's projects and priorities for 2013. Mark said he discussed these with the librarians at their December advisory meeting, and the sheet is the result of that discussion. He summarized the priorities. Asked the board if they felt there was anything else that should be added to the list. Erickson said grant applications could be added to the list. Wagner stated that more specific roles listed would be helpful for assessment. Kay Krall mentioned a *New York Times* article about the need for libraries. The link to that article is at <http://www.nytimes.com/roomfordebate/2012/12/27/do-we-still-need-libraries> Krall said it would be interesting to know how many patrons have internet access only through public libraries. Mark stated that libraries are also used for recovery purposes as crisis relief centers during disasters.

10. **New business.** None.

11. **Adjourn.** Paul Kegel moved to adjourn at 1:50 pm; Kay Krall seconded. **Motion carried.**

**Next Meeting: Tuesday, February 12, 2013**

Gina Reinardy, Secretary

Denise Fitzgerald, Recording Secretary