**Winnefox Technology Executive Council Meeting**

**Oshkosh Public Library – Conference Room Lower Level**

**November 10, 2023**

**9:30 AM**

**MINUTES**

Meeting called to order at 9:30 am with a quorum.

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| --- | --- | --- | --- | --- | --- | --- |
|  Voting Members: |  | Amanda O'Neal | x  | Desiree Bongers |   | Jon Mark Bolthouse |
|   | x | Brian Kopetsky | x  |  Hannah Klusmeyer |  x | Nicole Hardina-Wilhelm |
|   | x | Chris Kalupa |  x | Jeannie McBeth |  x | Osh Rep – Lisa Voss |
| WLS Staff: | x | Clairellyn Sommersmith | x  | Karla Smith |  x | Angela Schneider |

Absent – Amanda O’Neal and Jon Mark Bolthouse excused.

**Minutes:** Nicole moved to approve the September 8th minutes; Brian seconded. Motion carried.

**Old Business:**

**Hoopla:**

* + 1. OnlineReg cards are blocked from Hoopla
			1. Karla has updates so only patrons with physical card from library can access. Keep Karla updated if you want that reversed for your library.
		2. Lowering the monthly checkouts
			1. Bridges libraries have been able to drop these monthly checkouts to 2-4 items successfully.
		3. Card restriction legality
			1. Shannon Schultz is looking into the legality of restricting access to hoopla for non-municipal residents, within the framework of Chapter 43. Conversations continue.
1. New Business
	1. Standardized User Registration Cards?
		1. Required fields? Is there a need for Winnefox to provide a standardized card. No need demonstrated at the meeting. Some libraries, like many in Waushara County already share the same form.
		2. Request from libraries for cards in multiple languages. Neenah and Menasha have Spanish and Hmong applications already. Nicole will send to WTEC listserv.

**Reports**

**WPLC** – Nicole reported: WPLC Board and Committee chairs meet in early November for a visioning session, where they explored, among other things, WPLC managing statewide delivery. Winnefox will continue to have 2 representatives on the Digital Library Steering Committee; Nicole will continue to serve as chair. The funds statewide collection are running and the committee will determine where to focus collection development and purchasing tools. They will not increase holds or checkouts and will be asking OverDrive to create marketing to promote tags. Satisfaction survey to staff and patrons will happen in 2024.

**OverDrive Advantage** – Desiree reported: Holds are up to 26,000 (COVID peak was 16,000). Desiree can run reports to show holds and demand at individual libraries as well, just ask.

Top title of October – The Woman in Me, Brittany Spears. Hachette will no longer publish physical audiobooks starting in 2024. Annual Meeting and WTEC discussions will continue about where and how to prioritize purchasing moving forward.

Karla – look at ratios of physical copies. Promote lower wait times for physical items. Advantage Account fund is $166,859 in 2024 budget versus $152,633 in 2023. Winnefox contribution increase of $10,000.

**Technology Project List** – Karla reported: Winnefox has upgraded to Symphony 4.1 and received and DEI Analysis report providing insights into the makeup of the total collection. Pete review the status.winnefox.org website and network outage troubleshooting plan.

**Library Round Robin:** Nicole demonstrated the scheduling platform Neenah has started using called Connecteam. Their staff also tested deputy and whentowork before deciding on Connectteam.

Annual Meeting – January 23, 8:30-1:00 at Menasha Public Library

Next meeting date: January 12, 2024

Meeting adjourned at 11:05am. Karla moved; Lisa seconded.