

**Winnefox Technology Executive Council Meeting Minutes**  
**11 September 2020**

The meeting was called to order at 9:15.

Present: Desiree Bongers, Jeff Gilderson-Duwe, Chris Kalupa, Hannah Klusmeyer, Vicki Lenz, Gretchen Raab, Deb Sadowski, Karla Smith, Clairellyn Sommersmith, & Cindy Wallace. Cate Brandt attended as a guest.

Absent: Jon Mark Bolthouse and Julie Stobbe

Open remarks: Jeff opened the meeting relaying the commitment the DPI has made in their meetings and with their communication: empathy, patience, and grace. He encouraged the members of the WTEC to embody these instructions as well.

Minutes: The minutes from the July meeting were not available.

WALS Budget: Clairellyn gave a brief overview of the WALS budget. A detailed spreadsheet will be sent out to the committee.

Special Products: Karla gave an overview of catalog product improvements Winnefox is interested in pursuing. In 2020, the WALS budget had additional revenue to cover beyond basic operating cost. Discussion was had at the end of 2019 to investigate meeting room and program registration products, but this has been temporary put aside to do the limitations of COVID-19.

Karla presented, instead, on two products that would improve the catalog.

First product: a customized online card registration form which will make it easier for staff to process patron card registrations done through the catalog. Karla demoed examples of what the form could look like, which would standardize the input from the patron, and allow for additions like County (usercat 2) and Municipality (usercat1) information. There was discussion to have page be accessible not only on the catalog but on libraries' websites and through the app if possible. Deb stated the need for two address lines. Jeff charged Karla to have a committee vet the criteria of the form. Karla is hopeful for the product to be live by the end of the year. There was consensus to pursue this product.

Second product: Additional content enrichment. Karla investigated three options, Novelists, Syndetics Unbound and Chili Fresh. Her recommendation is to acquire Syndetics Unbound as it would be an upgrade to products Winnefox already maintains, and thus the cost would be less than a new product like Novelist. She demoed the extensive detail included in Syndetics Unbound, including tags, list of like books, and pulling data from LibraryThing. The committee expressed interested and excitement over the product and there was consensus for Karla to acquire Syndetics Unbound.

Checkout limit: Following up a topic that came up at the most recent Winnefox Check-In, Karla asked for input regarding the current limits of user cards, including block thresholds, checkout limits, and fine limits. There was no interested in changing the current limitations.

Additionally, Holiday titles were discussed. There was consensus that libraries could place holiday items on LH if they desire.

Quarantine Timing: Given the recent REALM study which found detectable virus on stacked library materials after 6 days, Clairellyn was looking for input from the committee about changing the recommendation from Winnefox regarding quarantine length. Gretchen reminded the committee that Winnefox began quarantining prior to any information from REALM; policies have not always been tied to their studies.

There was not desire among the members present to extend the quarantine. Winnefox will require a four-day quarantine. Libraries may extend the quarantine beyond the four days as conditions and/or local policies see fit.

WPLC Report Board: Jeff reported from the WPLC Board Meeting. There was further discussion of the system technology collaboration project. They are on track with a new project WhoFi which would provide more information and standard the information surrounding WIFI usage among library patrons.

Clairellyn reported on the email sent by Nicole Hardina-Wilhelm regarding magazine in Overdrive. Interested librarians can check out the demo in their email. Let Clairellyn/Nicole know if there is interest.

Technology Project List: no discussion.

Future agenda item: none

Next meeting: 13 November

Good news: Desiree reported that Becky Pfile, previous director of the Endeavor Public Library will be starting as Ripon's new adult services librarians.

The meeting ended at 10:35pm.