Winnefox Technology Executive Council Meeting
Oshkosh Public Library – Conference Room Lower Level
September 8th, 2023, 9:30 AM

Minutes - Draft

The meeting was called to order at 9:30 am.

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

Minutes: Brian moved to approve the July 28th meeting minutes; Chris seconded. Motion carried.

Old Business:

Bylaws: Motion – change Section III.C. text "Other Winnefox member libraries shall elect three (3) members at large to WTEC." to: "Winnefox member libraries shall elect three directors from the smaller libraries to serve as members-at-large of WTEC." Desiree moved to approve the noted change; Ruth seconded. Motion carried.

New Business

System Plan – Clairellyn shared 2024 system plan and invited feedback from WTEC and directors. The 2024 budget will be presented to WLS board at September 28 board meeting.

Hoopla access and home agencies – Discussion as to if Winnefox should have a policy restricting home library based on address. Extensive use of hoopla by non-residents is increasing this local expense at an unsustainable rate. Conversation about ways to limit use of this resource to local serve area. It will also be discussed at the upcoming WPLC Steering Committee meeting. Local libraries could consider charging for use by non-residents, require people to come in for physical card (OPL), manually review patron information and remove access to those without local connections (BPL, RPL). Winnefox could: set different expiration dates for non-residents, shorten expiration dates of temporary cards.

Decision – Winnefox/Karla will contact WLS libraries with hoopla subscriptions and give them the option of blocking online registration cards from accessing hoopla until they come into the physical building for a card.

Winnefox role in creating and mandating policies across libraries:
Should Winnefox be more proactive about policing procedures? Is there a need to standardize practices for requiring ID to get a library card, requiring card to check out,

SendList/LH, lending to those without permanent address; Claim Returned, Displays, etc.

Members present feel that local control allows for better relationships between libraries. Brian commented that his experience is that staff are more cautious with other libraries' materials. Member libraries should communicate directly with the library if they are seeing an ongoing issue or a special circumstance or notify WLS if they need intervention.

Chris recommended that WLS create documented guidelines or recommendations for best practices to offer libraries that can then be adjusted locally. Desiree advised WLS to prioritize procedures that impact staff time, for example how to manage expired holds. Recommended cyclical reminders of recommended procedures and where to find them on the Extranet.

Additionally, it may be helpful to have more formal conversations about what libraries are doing locally, to let them learn from each other to see what might work best locally.

Reports

WPLC – Nicole reported - Selection committee met in August. WPLC is no longer automatically adding copy of expired title; must have certain number of holds – discussing whether to notify purchaser or prompt patron action to request title before it would be considered for purchase. WPLC now cancels suspended holds older than one year – has not notified patrons, so if you receive comments from patrons that wish list. Steering Committee will be meeting with OverDrive rep next month and asking for a change to OverDrive Lucky Day policy to allow them to make single copy titles lucky day if that is the only available copy.

Advantage – Desiree reported – Placed order in August and will place another on 9/8 during special sale day. Currently 24,000 holds, 10K audio; 14K books; wait time – 56 days. This is a new high – only 17000 holds during COVID.

Technology Project List – Karla provided updates from SWIG (SirsiDynix Wisconsin Interest Group Meeting) last month. Development on Blue Cloud continues. Will share a demo during the December All-WALS meeting. App continue to be in development into 2024.

Next meeting date: November 10th, 2023

Meeting adjourned at 10:55 am. - Brian moved to adjourn; Hannah seconded.