

Prairie Lakes Library System



Prairie Lakes Advisory Committee Meeting 2023-12-05

Tue Dec 5, 2023 9:30 AM - 11:00 AM CST

Hybrid Meeting: Matheson Memorial Library (101 N Wisconsin Street, Elkhorn, WI)

Connection Details:

Virtual Link: <https://meet.goto.com/181260189>

Access Code: 181-260-189 | To access via telephone, please dial: +1 312-757-3121

1. Call to Order

Chairperson Tami Bartoli called the meeting to order at 9:31 a.m.

2. Roll Call and Introduction of Guests

Regular Representatives: Teval, Burkhalter, Stapleton, Sorrentino, Robinson, Schnupp, Swanson, Bartoli, Kornak, Davies; Demske(GoTo Meeting), Kinkaid (GoTo Meeting), DeVries (GoTo Meeting), Langer (GoTo Meeting), Strehlow (GoTo Meeting), Kunkel (GoTo Meeting), Nunez (GoTo Meeting), Strunz (GoTo Meeting)

Prairie Lakes Staff: Erickson, Ohs, Platteter, Novy, Dowling, Hudson, Anderson, Bue

Prairie Lakes Board Trustee Liaison: Adam Dinnes (GoTo Meeting)

Guests: Wyatt Ditzler–Beloit Public Library (GoTo Meeting)

3. Approval of Agenda

4. Approval of Previous Minutes

Included in packet.

Sorrentino motioned to approve the previous month's minutes.

Burkhalter seconded.

No discussion.

Motion Carried

5. Informational Reports

Ohs shared a verbal **PLLS Board Report** touching on the following topics:

- November meeting was canceled - a quorum would not be met

Ohs shared a verbal **System Director's Report** touching on the following topics:

- Preparing for annual audit
- Strategic Plan Theming Team is in place, working on setting its meetings
- Watch for dates for PLLS' drop in sessions for library annual reports – one for new directors, one for experienced directors

- Working on board retreat and development objectives
- February 6, 2024 PLAC meeting conflicts with WLA Library Legislative Day. Meeting bumped to Tuesday, February 13, 2024.

Novy shared a verbal **Technology Team Report** touching on the following topics:

- Demise of the SHARE Anywhere app, PLLS response, SirsiDynix response

Anderson gave a verbal **Marketing & Public Relations Coordination Report** touching on the following topics:

- Library Marketing and Communications Conference wrap up—favorite sessions and display table of swag and communications from other libraries after this meeting
- Substance Use Prevention Education (SUPE) flyers available in English and Spanish – PLLS will print and put in delivery for whoever wants a stack
- Registration is open for the Wild Wisconsin Winter Web Conference – January 24-25, 2024 – <https://www.wildwiscwinterweb.com/>

Ohs gave a verbal **Youth Services Report** touching on the following topics:

- Will create a short-term contract position for completion of the summer Story Wagon programming.
- Still waiting on strategic planning to wrap up to determine future consulting position(s)

Bue gave a verbal **Inclusive Services Report** touching on the following topics:

- Two upcoming Wisconsin Libraries Talk About Race webinars
 - December 7: Understanding and Challenging Implicit Bias in Decision Making
 - January 11: Moving from Allyship to Leadership: Agency, Accountability, and Emotional Intelligence
 - Register or watch recordings at <https://www.wislibidea.com/schedule/>
- WLA IS Sig Meeting is coming up
- WI IS Group Covered:
 - ALA Libraries Transforming Communities grant application deadline is December 11
 - State group working on an Inclusive Services Orientation meant for new directors
 - Working on guidance for Accommodations for Neurodivergent Staff

6. Special Order of Business for SHARE Consortium

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

a. SirsiDynix Symphony Upgrade (Information)

Staff should plan on running upgrades at each station on the morning of February 14, 2024.

7. Unfinished Business (None)

8. New Business

a. PC Group Purchase (Information)

Novy briefed the group on the upcoming 2024 PC group purchase program – orders due Friday, February 23, 2024.

Tech Team will also be coordinating a group RFID tag purchase around the same time. Watch for details via email.

b. Youth Services Email List Rebuild (Information)

- New YS email group is active (*youthservices@prairielakes.info*)
- Contact Tovah or create a HelpDesk ticket to add/remove contacts.
- A spreadsheet of contacts with specialties will be available soon as well.

c. System-wide MasterClass Grant (Information)

- 4,000 free 12-month subscriptions to MasterClass will be available for member library patrons in 2024. <https://www.masterclass.com/>
- PLLS will provide promotional toolkit
- PLLS will create a Google form for patrons to request a seat and will handle assigning the licenses/seats
- Most likely launching sometime in January

d. Local IT Billing Changes for 2024 (Information)

PLLS member libraries can expect significantly reduced or eliminated costs for regular local IT work in 2024. Revised policy to come.

e. LAC Round-Table Topics of Interest (Discussion)

Group discussed priority topics for round-table discussion cohorts. Ohs recorded a prioritized list of brainstormed ideas.

9. Member-Suggested Items for Future Meetings

- Legislative Issues as a possible standing update
- IT First Responder Training
- Refined list of LAC Round-Tables with descriptions

10. Member Library Updates

Each member library was invited to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

11. Announcements

PLLS is in need of System Board Trustees – 1 from Rock County, 2 from Walworth County. Library employees are not eligible.

a. Next Scheduled Advisory Committee Meeting

Tuesday, January 9th @ 9:30 AM. – **Via GoToMeeting Only**

b. Next Scheduled System Board Meeting

Wednesday, January 24th @ 6:30 PM. – **Hybrid meeting format – May change to virtual only.**

12. Adjournment

A motion to adjourn is required.

Teval motioned to adjourn the meeting.

Stapleton seconded.

No discussion.

Motion carried.

Bartoli adjourned the meeting at 11:23 a.m.

Submitted Monday, December 18, 2023, by Tovah Anderson.



Prairie Lakes Advisory Committee Meeting 2023-12-05

Agenda

Dec 5th 2023 9:30am - 11:00am

Hybrid Meeting - Matheson Memorial Library (Elkhorn)

NOTICE OF PUBLIC MEETING: The public and press are welcome to attend in person or virtually, depending on the options available above. If you need assistance in participating in this meeting or event, please call (262) 514-4500.

Connection Details:

Virtual Link: <https://meet.goto.com/181260189>

Access Code: 181-260-189 | To access via telephone, please dial: +1 (312) 757-3121

1. Call to Order

Chairperson Tami Bartoli

9:30am

2. Roll Call and Introduction of Guests

Regular Representatives: Carter, Schnupp, Dimassis/Devries, Davies, Langer, Heskette, Sharon, Evansville, Bartoli, Krebs-Smith, Burkhalter, Strehlow, Swanson, Teval, Kornak, Robinson, Kunkel, Strunz, Demske, Stapleton, Sorrentino, Kinkaid. **Prairie Lakes Board Trustee Liaison:** Adam Dinnes

3. Approval of Agenda

4. Approval of Previous Minutes

Included in packet.

5. Informational Reports

- PLLS Board Report
- System Director's Report
- Technology Team Report
- Marketing & Public Relations Coordinator's Report
- Youth Services Report

- Inclusive Services Report

6. Special Order of Business for SHARE Consortium

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

- a. SirsiDynix Symphony Upgrade (Information)

7. Unfinished Business (None)

8. New Business

- a. PC Group Purchase (Information)

Key takeaway: Jim Novy will brief the group on the upcoming 2024 PC group purchase program.

- b. Youth Services Email List Rebuild (Information)

Key takeaway: PLLS is creating a master email list of YS contacts. Please contact Tovah Anderson to verify the contact information of your library staff serving youth.

- c. System-wide MasterClass Grant (Information)

Key takeaway: 4,000 free 12-month subscriptions to [MasterClass](#) will be available for member library patrons in 2024.

- d. Local IT Billing Changes for 2024 (Information)

Key takeaway: PLLS member libraries can expect significantly reduced or eliminated costs for regular local IT work in 2024.

- e. LAC Round-Table Topics of Interest (Discussion)

Key takeaway: feedback is sought to identify priority topics for round-table discussion cohorts.

NOTE: please take the [pre-meeting survey](#) prior to the meeting.

9. Member-Suggested Items for Future Meetings

10. Member Library Updates

Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

11. Announcements

a. Next Scheduled Advisory Committee Meeting

Tuesday, January 9th @ 9:30 AM.

Via GoToMeeting Only

b. Next Scheduled System Board Meeting

Wednesday, January 24th @ 6:30 PM. Hybrid meeting format.

12. Adjournment

A motion to adjourn is required.

END
11:00am

Prairie Lakes Library System



Prairie Lakes Advisory Committee Meeting 2023-11-07

Tue Nov 7, 2023 9:30 AM - 11:00 AM CST

Hybrid Meeting:

Matheson Memorial Library - 101 N Wisconsin Street, Elkhorn Wisconsin

Connection Details: Virtual Link: <https://meet.goto.com/181260189>

Access Code: 181-260-189 | To access via telephone, please dial: +1 (312) 757-3121

1. Call to Order

Chairperson Tami Bartoli

Bartoli called the meeting to order at 9:30 a.m.

2. Roll Call and Introduction of Guests

Regular Representatives: Present: Stapleton, Nunez, Teval, Robinson, Bartoli, Burkhalter, Swanson, Krebs-Smith, DeVries, Davies, Schnupp, Demske, VanDan, Kinkaid, Kunkel, Strunz; Absent: Carter, Langer, Heskette, [vacant Sharon director], Strehlow, Kornak, Sorrentino, Kinkade

Guests: Wyatt Ditzler, Beloit Public Library

Prairie Lakes Staff: Present: Bue, Erickson, Hudson, Novy, Ohs, Platteter; Absent: Anderson, Dowling, Puccini, Schultz

Prairie Lakes Board Trustee Liaison: Absent: Adam Dinnes

3. Approval of Agenda

Sorrentino motioned to approve the agenda.

Demske seconded.

Discussion: none.

Motion passed.

4. Approval of Previous Minutes

Included in packet.

Sorrentino motioned to approve the agenda.

Demske seconded.

Discussion: none.

Motion passed.

5. Informational Reports

- PLLS Board Report: Ohs recapped the written report.
- System Director's Report: Ohs recapped the written report and added that PLLS will make a decision on system-wide delivery by July 1, 2024.
- Technology Team Report: Novy shared an update on the successful switch to GoTo SMS messaging
- Marketing & Public Relations Coordinator's Report: Ohs recapped the written report.
- Youth Services Report: Possible LTE for 6 Months in 2024.
- Inclusive Services Report – René will be submitting updates to the Inclusive Services Consulting page on PLLS website.

6. Special Order of Business for SHARE Consortium

NOTE: The directors or designated proxies of the Kenosha Public Library and Kenosha Community Library may vote on any motions occurring during this special order of business.

a. Electronic Resources and Library Patron Accounts (Discussion)

Nunez reported that patrons are abusing Hoopla via different library cards.
Look into Blackstone Publishing.

b. SirsiDynix Private Intelligence Server (Possible Action)

Novy: Private Sirsi Serve=more control. \$15K up front (paid by system), \$4,900/year (paid by libraries)

Davies motioned for the SHARE Consortium to contract with SirsiDynix for a Private Intelligence Server.

Nunez seconded.

Discussion: primarily regarding benefits and cost

Motion passed.

7. Unfinished Business (None)

a. FINAL 2024 Librarian Advisory Committee Meeting Schedule (Possible Action)

8. New Business

a. FINAL 2024 PLLS Liaison Schedule (Information)

9. Member-Suggested Items for Future Meetings

10. Member Library Updates

Each member library is welcome to share any local updates - including recent activities, success stories, challenges, or any other information you would like to share.

11. Announcements

a. Next Scheduled Advisory Committee Meeting

Tuesday, December 5th @ 9:30 AM. Matheson Memorial Library Community Room.

b. Next Scheduled System Board Meeting

Wednesday, November 29th @ 6:30 PM. Hybrid meeting format.

12. Adjournment

A motion to adjourn is required.

Bartoli adjourned the meeting at [time not recorded.]

Teval motioned to adjourn the meeting.

Davies seconded.

Discussion: none.

Motion passed.

Submitted by Jeremy Erickson on Tuesday, November 14, 2023.