

SCLS Administrative Council

Draft Minutes

Thursday, December 21, 2017
SCLS Headquarters, Chester Room
10:00 a. m.

Action Items:

Present: C. Fesemyer (2), L. Oathout (4), M. Allen (5), A. Barnett (6), E. Plumb (7), W. Rawson (8), T. Herold (9-10) M. Navarre Saaf, M. Gartler (11-13)

(The number following each individual indicates the cluster they represent)

Also Present: M. Van Pelt, C. Baumann, V. Teal Lovely, M. Ibach

Excused: L. White (3),

Absent: E. Foley (1)

Call to Order: Vice Chair M. Allen called the meeting to order at 10:00 a.m.

- a. Introduction of guests/visitors: None
- b. Changes/Addition to the Agenda: None
- c. Requests to address the Council – policy: None

Approval of previous meeting minutes: W. Rawson moved approval of the 9/21/17 minutes. Motion seconded and carried.

Action items: None

Reports of action of committees/workgroups

- a. Delivery Committee- C. Baumann – Met in Oct. You may view the minutes of the last Delivery meeting online. The committee discussed the PLSR updates as well as cash that is sent through delivery for fines or damaged items. Librarians are encouraged not to send cash through delivery if possible. For the purpose of the annual report, black plastic envelopes will be provided to each director to be used for delivery of their annual report. Corey will receive the envelope with the completed annual report and check it off his list prior to forwarding it to M. Ibach.
- b. ILS Committee – V. Teal Lovely – Met 12/6. You may view the action items and details in the minutes of the last meeting online.
- c. Technology Committee – V. Teal Lovely Met 12/6. You may view the action items and details in the minutes of the last meeting online.
- d. Consultants: Report is online.
- e. Library Innovation Subcommittee - You may view the minutes of the last meeting online.

The PLSR Consulting Services and CE Workgroup met a number of times this fall and their plan and proposal was submitted to the review panel December 8th. The question that has come forward is how will the model be paid for? The charge of the committee was to provide services equitably across the state so the committee has focused on seeing the process through rather than discussing the cost and how things will be paid for.

f. Nomination Committee: 2018 Slate of Officers: M. Navarre-Saaf (MAD) – Chair; T. Herold (DCL) – Vice Chair. Election will take place in January.

g. OverDrive Cost Formula Work Group – M. Van Pelt: A scheduling poll was sent to the work group members to determine meeting dates. The work group’s recommendations will be presented at the March and May All Directors meeting and a vote will occur at the June Administrative Council meeting. The fee vote will take place at the July All directors. Need to determine if the OverDrive Formula will be applied to Advantage. The Overdrive Cost Formula Work Group members are: J. Anderson, M. Van Pelt, E. Foley, W. Rawson, L. Oathout, A. Barnett, L. Ganz, T. Herold, S. Lee, L. White, P. Thompson

Items from clusters for initial discussion:

None

Other discussion:

All Directors meeting sites have been selected:

March – Verona

May – Portage

July – Fitchburg

November – Sun Prairie

Start thinking about July afternoon activities: tours of Children Museum or Veterans Museum or Historical Society.

There will be a CE in the afternoon of the November meeting.

Two AC members suggested a PLSR discussion in the afternoon of the July meeting. Perhaps ask Kurt Kiefer, DPI, to attend the July meeting for Q & A.

Meeting evaluation and summary:

Next meeting: January 18, 2018

|

Meeting adjourned at 10:50 a.m.

H. Moe, recorder.

AC/minutes/12-21-2017

For more information about the Administrative Council, contact Martha Van Pelt.

SCLS staff is available to attend cluster meetings to share information and answer questions pertaining to this committee meeting and other departmental projects.