

## Director's Report December 2022

### Meetings and Visits

The weekly system directors meetings hosted by the Department of Public Instruction (DPI) staff have started up again after a holiday break.

Jacob Wright and I met to conduct his orientation to the SCLS board.

I traveled to Albany to meet Melissa Everson and conduct her new library director orientation.

I participated in the Administrative Council meeting and conducted the annual orientation for representatives.

### Building Needs Assessment Work Group (BNAW)

The work group and SCLS staff have been working on the many needed aspects for the Pankratz building in preparation of the bid going out 2/2:

Landscaping plan

Electrical and data plan

Gathering information for various City of Madison approval meetings

Creating moving team to organize moving administration to the new site

Reviewing files; discarding some and digitizing others

Setting up maintenance agreements for snow removal, security, fire alarms and a calendar of building checks.

### Agreement to Participate in SCLS Technology Services – Update for 2024

The Administrative Council annually reviews the Agreement to Participate in SCLS Technology Services.

*SCLS, in consultation with the Administrative Council, shall review this Agreement annually. Amendments, once proposed by the Administrative Council and adopted by the SCLS Board of Trustees, will be incorporated into a new contract that will be offered to the Library by August 1st to be effective as of the next renewal term.*

The last change to the agreement was in 2018. This year, SCLS staff and member libraries will be working on several revisions to the agreement. The main reason for the revisions is based on cybersecurity concerns. While SCLS has cybersecurity insurance, in the past it was mainly to cover the cost of informing libraries and patrons if a breach to the patron database occurred and the cost of reloading data or rebuilding the database.

Cyber threats have escalated to continual hacking attacks/attempts and ransomware. The increased needed protection comes at a higher price and insurance companies are requiring more proof of clients' safety protocols and how they partition various services and databases. The SCLS cybersecurity insurance policy does not cover SCLS member libraries. SCLS has met with its insurance provider and attorney to revise its Agreement to Participate in SCLS Technology Services to strengthen the language involving cybersecurity.

The new agreement will be signed by all SCLS member libraries whether they pay for technology services or not. SCLS provides some technology services like Office 365, database authentication, web hosting and cooperative equipment purchases for no charge to its members. Up until now, members who received free services did not sign an agreement. This will clarify that even if something is free, SCLS holds no liability for the service provided.

As part of the discussion around the new agreement, SCLS will be encouraging members to make sure that they have cybersecurity insurance through their local municipalities. Along with the improved insurance, SCLS will continue to do everything in its power to build a strong defense against intrusions, hacking or other incidents of misuse to its network, equipment or software. Part of that defense is to make the member libraries aware that both of us need to take precautions and be proactive in protecting our shared computer system.

**Foundation**

The Cambridge Community Library joined the foundation. The SCLS Foundation will hold its annual meeting on January 26 at 1:30.

**Personnel**

Debra Haeffner, SCLS Building and Design Consultant, will celebrate her 40<sup>th</sup> year with SCLS on February 3. Michelle Karls, SCLS ILS Support Technician, will celebrate her 20<sup>th</sup> anniversary on the same day. Three names have been submitted to the Dane County Executive for appointment to the SCLS Board of Trustees.

**Good News**

The libraries located in Nekoosa and Monroe became fine free on January 1, 2023. This mean 38 of the 54 libraries (70%) in SCLS are fine free.

Respectfully submitted by,

*Martha Van Pelt*

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