

WiLS Board Meeting

July 25, 2013

Minutes

Present:

Mark Arend (Winnefox Library System)
Martha Berninger (Resources for Libraries and
Lifelong Learning)
Kelly Kroes (WISPALS/Gateway Technical
College)

Stef Morrill (WiLS Director)
Tasha Saecker (Appleton Public Library)
Lisa Viezbicke (Beloit College)
Patrick Wilkinson (UW-Oshkosh)

Call to order: Changes/Additions to the Agenda

There were no changes or additions to the agenda

Introductions and welcome

The new board members were welcomed to the board!

Approval of May 2013 meeting notes

P. Wilkinson moved approval; M. Berninger seconded. Approved unanimously.

WiLSWorld debrief

- It was a good program. The outside speakers were good. Thanks to Joshua Morrill for stepping in as a pinch-hitter for one session. There were no vendor sessions, which some appreciated. There were good sponsorships.
- WiLS staff will send attendance by type for the last three years to the board.
- The breakfast exercise went well. We may want to consider creating more multi-type groups in the future when we do brainstorming exercises so that different perspectives are shared. Of the ideas generated, we'll need to understand what ones have funding potential and how services can be scaled for our various constituent groups.
- It would be nice if we could have speakers lined up by WLA so that we can seed attendance at that conference.
- For next year:
 - Consider having bird of feather sessions or lunches by type of library, led by the community liaisons.
 - Market earlier to individuals who attended previous conferences so they can spread the word.

- Consider having the member meeting be a luncheon on the first day rather than a breakfast.
- Consider some evening activities, including dinners by type or region.
- Give people more opportunities to talk and socialize.
- Perhaps move to a different location?

Financial Report

- Our financial situation is sound. Our money was never with UW-Madison, so the transition did not impact where our money is located.
- We have been using some transition funds for vacation payouts, branding, and software. The good news is that some of the expected transition expenses (unemployment, employee payouts) did not materialize.
- We are still settling final expenses and revenues with UW-Madison. We may be asked to pay for some disposal of equipment and furniture, and S. Morrill will discuss this further with UW-Madison.
- We have not been able to invoice since July 1 because of an accounting software hosting issue.

Director's Report

- S. Morrill shared an update on the transition and the new WILS progress.
- P. Wilkinson moved to thank the previous WiLS staff for their service, professionalism, and graciousness during the transition. M. Arend seconded. Motion passed unanimously.
- D. Weinhold was going to send something to the staff members thanking them. S. Morrill will check to make sure that this occurred.
- UW-Madison is going to hold one of the WiLS board seats. They have not yet named the person who will sit on the board. S. Morrill asked the board to think about potential candidates for the special library vacancy. She will provide K. Kroes with a list of the law firms that have been members so they can be approached as potential board members. There will also be an election for a school seat in the fall.

Report on the evaluation of the executive director

- A written report was distributed to the board.
- The board responded to a survey about the executive director. D. Weinhold and S. Morrill reviewed the results together and prepared a response that was distributed to the board.
- The group discussed integrating the WiLS staff into the board meetings. It would be good for the staff to represent their various constituents and to be present to hear about the concerns, along with reporting on projects they are working on. Great ideas could be generated through discussion of the staff and the board.
- One of S. Morrill's goals is to develop something more formal for project management among the WiLS staff. L. Viezbicke has a contact that may be able to help by providing project management training. The group discussed some potential tools, including Sharepoint and

Sugar. It would be good to get the WiLS staff working with a new system before they get too far along a path of establishing new habits.

Formation of a nominating committee

- L. Viezbicke and M. Berninger volunteered to be on the nominating committee. P. Wilkinson nominated M. Boucher to the committee.

2013/14 meeting schedule

- There will be an October meeting that will include the finance committee as well as the board.

T. Saecker moved adjournment. Meeting adjourned unanimously at 2:40.