

**WiLS Cooperative Purchasing Advisory Committee**  
**February 10, 2022**  
**2:30 PM via ZOOM**

**To Participate**

**Committee Members**

Cheryl Nessman, Mead Public Library (Chair)  
Cory Mitchell, UW-Stout

Matthew Murphy, Milwaukee Public Library  
Jill Thomas, Lawrence University

**Link:** <https://us02web.zoom.us/j/87305786492?pwd=K1Jldzh3WE44TVdFTEZvNzh6TGtUz09>

**Passcode:** 275491

**WILS Team:** Jeff Brunner, Nick Smith

**Agenda Items**

**1. Welcome and Introductions (C. Nessman)**

**2. Approve Minutes from November 2021 meeting (C. Nessman)**

*Additional documents:* November 2021 CooPAC Meeting Notes

Motion: Approval of the November 2021 Meeting Notes

First: M. Murphy

Second: C. Mitchell

Motion passed.

**3. Reseller Agreement Review Stage 2 (J. Brunner)**

*Additional documents:* Reseller Agreement – Current, Summary of thoughts from Stage 1

J. Brunner outlined the discussion on possible changes to the Reseller Agreement, namely the following:

- Add the following: Once a member has subscribed, all communication about renewals should go through WiLS rather than directly to the member.

M. Murphy expressed a desire for vendors to know that communication such as marketing and tech support should still go directly to the member

C. Mitchell expressed concern that if this language is added it could stymie communication if the library does want some direct contact with the vendor.

N. Smith suggested ending the sentence after “WiLS” and leaving members’ communications desires to interpretation, there was general agreement.

J. Brunner suggested adding an additional sentence after that to detail that the member is allowed to communicate directly with the vendors per their own desires, and this was agreed to by the committee.

- Change document name from “Reseller Agreement” to “Partnership Agreement”

C. Mitchell asked if there was any legal issue with changing the wording? J. Brunner responded that he doesn’t believe so, but isn’t a legal expert, and will ask other staff members their thoughts on this.

- Add the following: In this agreement, the vendor listed above will be referred to as “Licensor”.

The committee agreed with this change.

- Replace the subscription fees with all fees

The committee agreed with this change.

- Replace *online databases* with *resources*

C. Mitchell suggested changing “resources” to “e-resources”. The committee agreed to this.

- Replace references to American Express with *credit card*

The committee agreed to this change.

- Add “If changing or upgrading products that will result in significant price changes, Licensor should notify WiLS as early as possible. This will allow us to communicate such changes to members early on to help with a smoother transition”

J. Brunner outlined the reason for this change, that occasionally vendors will radically increase prices due to product upgrades and not give WiLS enough time to adequately communicate these changes with members and ideally negotiate with the vendor to lessen the impact.

After some discussion, the committee expressed a desire to strengthen the language, and that if it was too vague, then the addition would not do anything.

The general consensus of the committee is to set a concrete timeframe, maybe 6 months in advance, for vendors to provide information on large price increases and product upgrades.

#### **4. Change to WiLS invoices (S. Gold)**

J. Brunner outlined that there is occasionally some issues, mostly in billing departments, regarding the listing of service fees on invoices.

The committee agreed to this change, C. Nessman added the stipulation that we should inform our members of this change, and everyone thanked Lisa for her work on invoicing!

#### **5. Committee Recruitment (S. Gold)**

J. Brunner explained that the committee is down to 5 members, 3 academic and 2 public, so we are actively spreading word to recruit more members, especially from K12s, but also from Public libraries.

The committee suggested methods of recruiting via @WiLS and other larger calls. C. Mitchell and M. Murphy offered to ask around in their networks for interested librarians.

**6. General Discussion Time (All)**

No additional topics were discussed.

**7. Adjourn**

**Next Meeting: 5/12/22 2:30 PM**