



A G E N D A

Council on Library and Network Development

July 14, 2006, 10 a.m. – 3 p.m.

Wisconsin Department of Public Instruction

125 S. Webster Street, Room 041

Madison, WI 53707

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| 1. | Call to Order | Kathy Pletcher, Chair | |
| 2. | Roll Call/Determination of Quorum | Roslyn Wise, DLTC | |
| 3. | Welcome to new COLAND member | Kathy Pletcher | Discussion |
| 4. | Welcome to Department of Public Instruction headquarters (5 minutes) | Mike Cross, Director, PLDT, and Steve Sanders, Director, IMTT, DLTC | Information |
| 5. | Adoption of Agenda | All | Action |
| 6. | Approval of Minutes for May 12, 2006 meeting | All | Action |
| 7. | Correspondence | Kathy Pletcher | Information, discussion |
| 8. | Shared integrated library system (ILS) cost study (20 minutes) | Bob Bocher | Discussion, action |
| 9. | Presentation of draft Biennial Report on Condition and Progress of Library Services in the State (20 minutes) | Mike Cross and Kate Bugher, DLTC | Information, discussion |
| 10. | Report on School Library Media Specialist situation in Milwaukee Public Schools (20 minutes) | Kate Bugher | Discussion, action |
| 11. | Discussion of permissible purchases with Common School Fund monies (20 minutes) | Kate Bugher | Discussion, action |
| | Lunch (11:45 -- 45 minutes) | | |
| 12. | Review of COLAND goals for 2005-06 (in preparation for drafting goals for 2006-07) (10 minutes) | Catherine Hansen or Kathy Pletcher | Discussion, action |

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|-----|---|--|-------------------------|
| 13. | Report on Net Neutrality and other federal telecommunications issues (15 minutes) | Bob Bocher | Discussion, action |
| 14. | Library Legislation Update (15 minutes)
a. State
b. Federal | Rick Grobschmidt,
DLTCL | Information, discussion |
| 15. | DLTCL Library Team Reports (15 minutes each)
1) Public Library Development
2) Instructional Media and Technology
3) Reference and Loan | Mike Cross
Steve Sanders
No report | Information, discussion |
| 16. | Nominating committee report and election of COLAND officers for 2006-07 | Kathy Pletcher | Action |
| 17. | Future Meeting Dates
a) September 8, 2006 – Kenosha (TBC)
b) November 10, 2006 – TBA
c) January 12, 2006 – TBA | Kathy Pletcher | Discussion, action |
| 18. | Announcements | All | |
| 19. | Adjournment | Kathy Pletcher | Action |

COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

Meeting Minutes

July 14, 2006

10 a.m. – 3 p.m.

Wisconsin Department of Public Instruction
125 S. Webster Street, Room 041
Madison, WI 53707

Members Present:

- Barbara Arnold, Madison
- Michael Bahr, Germantown
- Mary Bayorgeon, Appleton
- Don Bulley, South Milwaukee
- Francis Cherney, Milladore
- Catherine Hansen, Shorewood
- Lisa Jewell, Rice Lake
- Douglas Lay, Mosinee
- Sandra Lockett, Milwaukee
- Kathy Pletcher, Green Bay
- Calvin Potter, Sheboygan Falls
- Susan Reynolds, Cable
- Kristi Williams, Cottage Grove (arrived at 10:15)

Members absent: Miriam Erickson, Fish Creek
 Bob Koechley, Fitchburg
 John Nichols, Oshkosh
 Lisa Solverson, Viroqua
 Linda Stelter, Eau Claire
 Kris Adams Wendt, Rhinelander

DPI Staff: Kate Bugher
 Mike Cross
 Rick Grobschmidt (arrived during lunch)
 Steve Sanders
 Roslyn Wise

1. CALL TO ORDER

Kathy Pletcher called the meeting to order.

2. ROLL CALL/DETERMINATION OF QUORUM

Roslyn Wise called the roll; twelve members were present at roll call so a quorum was present.

3. WELCOME TO NEW COLAND MEMBER

Kathy Pletcher welcomed new member Sandra Locket and asked for introductions around the table, to exclude the division executive staff assistant who apparently needs no introduction.

4. WELCOME TO DEPARTMENT OF PUBLIC INSTRUCTION HEADQUARTERS

Mike Cross, director of the Public Library Development Team, welcomed the group to the GEF III building and DPI headquarters.

5. ADOPTION OF AGENDA

Doug Lay moved that the agenda for today's meeting be adopted as presented; Don Bulley seconded the motion. The motion carried and the agenda was adopted.

6. APPROVAL OF MINUTES FROM MAY 12, 2006 MEETING

Don Bulley moved to approve the minutes from the May 12, 2006 meeting; Doug Lay seconded the motion. There was no discussion. The minutes were approved.

7. CORRESPONDENCE

No new correspondence was reported. A copy of the thank you letter to Governor Doyle (thanking him for signing the two Library Task Force bills), which was voted on and approved at the May 12 meeting, was included in the packets mailed to members prior to the meeting.

8. SHARED INTEGRATED LIBRARY SYSTEM (ILS) COST STUDY

This item was moved to later in the meeting because presenter Bob Bocher has not yet arrived.

9. PRESENTATION OF DRAFT BIENNIAL REPORT ON CONDITION AND PROGRESS OF LIBRARY SERVICES IN THE STATE

Mike Cross handed out a first draft of the statutorily-required, which is due on or before July 1 of every odd year. However, the most recent version of the report found by division staff was from the early-to-mid '80s. Division staff plan to get publication of the report back on schedule, and the plan is to prepare a report that is more readable than some of the past versions. Because the report is technically from COLAND, Mike asked for input from COLAND members on the draft. He reviewed the draft and discussed the information to be included. Division staff plan to include a general statement about the importance of all types of Wisconsin libraries, even though the DLTCCL is primarily involved with public and school libraries, except for involvement with some academic libraries through library contracts. The report will also include general statistics about libraries and who they serve, and statements about the value of libraries, including information from the recently completed school library media study. Unfortunately, statistics from a study the division will be doing next year related to the economic impact of Wisconsin public library services will not be available in time to be included in the report. The section on progress will address increases in public library usage and improvements in library services in the last few years, during a time when library funding and staffing levels have not increased, a situation which is expected to continue due to municipal levy limits in Wisconsin. There was discussion about including comments about the impact of levy limits and a suggestion that this could be included

under “Challenges.” The discussion continued to include the impact of revenue limits on school libraries, and the increasing cost to operate libraries (staffing, energy costs, etc.), possibly including a chart identifying the various impacts on library budgets. Another suggestion was to include a comparison between public libraries and other municipal entities (police, fire, etc.).

Mike Cross suggested that COLAND members can email their suggestions. Mike then continued his review of the information included in the draft such as statistics showing the growth in interlibrary loan, the kinds of cost savings that can be related to the use of BadgerLink, efficiencies that can be found through cooperation on a regional level. Other information to be included includes technological improvements to libraries (such as the number of computers in school and public libraries) and the impact of the TEACH program, and a chart displaying payments to schools from the Common School Fund. There was a comment that the draft report has too much of an emphasis on technology, rather than traditional library services. The importance of the role the librarian plays in the use of technology in libraries should be made clear – the library as a “multi-purpose physical plant.” Mike Cross commented that the division is trying to emphasize positive library statistics. Discussion continued about other items that might be included in the report. Mike Bahr brought up the issue of the potential audience for the report; Mike Cross said that would be up to COLAND but he suggested state level decision makers (legislature and governor), municipal and county governments, and school districts. Cal Potter added that timing for distribution of the report is important and he commented that the report should be sent to the governor and legislature this fall, perhaps send a draft version if the final report is not ready. There was additional discussion about the appearance and dissemination of the report, including graphic design, printing, and electronic distribution. The idea to hold a public hearing when the report is ready was introduced. There was additional discussion about how to encourage implementation of the report recommendations. Mike Cross said the final draft of the report should be ready for formal approval by COLAND in time for the September

meeting, which would allow time to get a draft to the Department of Administration in time for action items to be included in legislative budget discussions.

RETURN TO AGENDA ITEM 8, SHARED INTEGRATED LIBRARY SYSTEM (ILS) COST STUDY

Bob Bocher gave an update to a report he presented at a recent COLAND meeting on the Shared Integrated Library System (ILS) study being conducted for the state by Charles McClure and Bill Moen. He passed around a handout for COLAND describing preliminary findings from the study, which is about 99% complete. The final report should be ready in a week or two. Bob read through the handout and talked about the goals of the study, including determining the costs of a Shared ILS, who is paying these costs, what are the funding models, what types of services are being offered, and what should be the future for shared ILS in Wisconsin. He talked about some other studies which have measured the growth of automated systems since the early 1990s; the focus on the state level has been in shared systems, where a group of libraries shared an online catalog or circulation system. Bob briefly discussed the charts in the handout showing the growth of shared ILS since 2000-2001, which can partially be attributed to the amount of funding from the state through LSTA funds (also from handout). Bob mentioned that all of the library systems in the state have an automated system except Arrowhead, which is expected to have an automated system by early 2007. He discussed vendors of automated systems, benefits and problems with participation in a shared system, suggestions for improvement, and future directions. At the end of Bob's report there was a brief discussion of the potential advantages of moving to a single system, and of the possibility of including information from this study into the Biennial Report on the Condition and Progress of Library Services. Bob concluded by saying a PDF version of the report will be available on the division web site in the near future.

10. REPORT ON SCHOOL LIBRARY MEDIA SPECIALIST SITUATION IN MILWAUKEE PUBLIC SCHOOLS

Kate Bugher reported to COLAND about a recently completed DPI investigation of the Milwaukee Public Schools. The investigation was the result of a February 2004 complaint filed with DPI by the Milwaukee Teachers' Education Association (MTEA) related to library media specialist staffing issues. The Milwaukee superintendent responded to the state superintendent with a letter citing fiscal issues and Milwaukee's interpretation of Standard H as rationalizations for the relevant staffing decisions. Late last summer (2005) arrangements were made by DPI for site visits to the schools involved, which was the first step in the investigation, but due to several pertinent resignations and impending schools closures, the visits were not made. At the beginning of the school year (2005-06), a group calling themselves the "Concerned Library Media Specialists" sent a letter to the state superintendent citing other examples of non-compliance with the standards including some schools that had actually closed their library media centers. At this point DPI contacted MPS and formally requested four specific pieces of information: a roster of all certified LMS staff and the amount of time each spent in their assigned buildings; a plan to fill the vacant district LMS positions (because in their technology plan, MPS had indicated that they planned to fill the currently vacant position and add an additional 2); a staffing plan for all schools serving grades 7 through 12 (per Standard H, all of these schools must have a certified LMS); an accounting of Common School Fund dollars for schools with no LMS. As of January 2006, after allowing MPS a reasonable amount of time to come into compliance, DPI was informed that MPS had filled one vacant district LMS position and was working on the other issues. At the end of March DPI notified MPS that an on-site visit would be performed on April 12. A team from DPI conducted site visits at the schools on this date and on May 3, and also met with MTEA representatives and MPS administrators. A report of their findings was presented to the state superintendent's cabinet on June 21, 2006, and MPS was found to be not in compliance with Standard H, Part 3, which concerns the provisions for library facilities and current collections, and not in compliance with Standard H, Part 4, which relates to services provided by certified staff to students in grades 7 through 12. The ruling letter and a

copy of the report was sent to MPS and MTEA on June 23, stating that MPS must be in compliance by September 1, 2007, and that DPI would visit MPS by October 1, 2007, to review what steps had been taken. A story on the investigation and the non-compliance ruling was run in the Milwaukee Journal Sentinel and in the American Library Association publication, *American Libraries Direct*. The MPS superintendent has offered as solutions possibly seeking waivers or converting MPS high schools to charter schools (so that they do not have to meet the standards), but to date there has been no official response from MPS to DPI. Michael Bahr asked about CSF dollars going to the schools with closed libraries; Kate responded that although school districts have discretion over how their CSF monies are spent, DPI does have responsibility for ensuring that school districts use the money appropriately so this is how DPI is pursuing this issue. Purchases with CSF money are limited to a select accounting line so discrepancies will show up in a year-end audit and at that point a DPI investigation can be started. Kate commented that these things are also happening in other districts around the state, but it's happening more dramatically in Milwaukee. In response to a question from a COLAND member, Kate also mentioned that the issue is also being pursued as an equity issues on the local level in Milwaukee. There was further discussion of how best to address the situation, and how to enforce appropriate use of the Common School Funds. Because the discussion had turned to use of the CSF, Kate moved on to the next agenda item.

11. DISCUSSION OF PERMISSIBLE PURCHASES WITH COMMON SCHOOL FUND MONIES

Kate Bugher reported that Wisconsin Educational Media Association was approached by members of the School Boards Association and the School District Administrators Association seeking support for a future request to DPI for modifications in Common School Fund expenditures. The groups also indicated that they would also seek the support of the Wisconsin Education Association Council. The proposed modification would allow CSF monies to be used for technology-related expenditures. DPI has not yet received the formal request, but the impetus

for the request is the loss of TEACH block grant funding along with cuts to library media staff. Fewer library media specialists in many schools and districts resulting in fewer instructional programs with more collaboratively developed and taught resource-based projects. There are fewer students in classes coming into libraries on a daily basis, resulting in a decreased use of resources. The CSF amounts have increased and based on projections will continue to do so, so there is more money coming to the school districts from this source. Because use is declining, some administrators feel that schools do not need this increased resource for library materials so they want to use the money for other purposes. There is no more state Ed Tech funding, TEACH no longer exists, and federal education technology funding is declining. Schools are looking for funding, and the entities that are the source of the Common School Funds (agencies charging fines and forfeitures) are looking for ways to keep more of this money for their own purposes. DPI's goal is to protect the CSF for its originally-stated purpose, but Kate expects that there will be more and more legislative challenges to the CSF, as well as challenges coming from the education community. The state constitution states that the CSF be used for the purchase of instructional materials for school libraries, it does not specifically say it has to be used for printed materials (i.e. books) but it has never allowed for the purchase of hardware, although it has allowed for the purchase of databases. An exception was made in 1998 when the Legislature took \$5 million from the CSF for the TEACH program. The emphasis is on content of the materials, not how it is delivered. The gist of the argument is that district administrators think they are receiving more money than they need for school libraries and believe they should be able to use the money for other classroom materials. There was some discussion about who is responsible for ordering library materials in districts with limited library staffing, and keeping school library media specialists informed on appropriate use of the CSF. Cal Potter moved that COLAND send a letter to the state superintendent expressing concerns about movements to broaden the types of materials that can be purchased with CSF, and also that the state needs to look at ways of ensuring that each school in each district receives its share of the benefit from

the CSF and that all children in each school building have access to the materials purchased. The motion was seconded. A discussion followed in which it was suggested that the materials need to be purchased by a certified library media specialist, either at the school level or the district level. Kathy Pletcher indicated that she and Kate Bugher will work on the letter. The motion passed.

12. REVIEW OF COLAND GOALS FOR 2005-2006 (IN PREPARATION FOR DRAFTING GOALS FOR 2006-2007)

Catherine Hansen led a discussion of the goals for the 2005-06 year, beginning with a review of the on-going goals. She commented specifically on the goal related to reviewing the work of other advisory groups, mentioning that she is uncertain about how COLAND goes about doing this. The general consensus was that COLAND reviews the work of other groups through the DLTC reporting process in which division staff update the Council on activities of other groups, respecting the work of the other advisory groups with no particular role for COLAND to play unless input is specifically requested. Catherine then continued with a discussion of the yearly goals for 2005-2006, where discussion focused on the issue of a biennial meeting which needs to be scheduled for the purpose of the presentation of the report on library cooperation and resource sharing programs and policies.

Mike Cross commented that this is Sally Drew's report and she needs to be involved in the scheduling of the meeting at which it is presented. After a brief discussion, Cal Potter suggested that both reports be presented at the same time. Michael Bahr suggested the possibility of holding the biennial public meeting at the WLA conference; Kathy Pletcher said she would follow-up with the conference chair to see if the conference schedule would accommodate this meeting. Additional discussion followed about whether hold a public hearing at WLA would reach the intended audience, and how long this public hearing would take. There was additional discussion about holding the actual public hearing at the November 10 COLAND meeting. The review of the yearly goals continued to determine which goals have been accomplished and which ones will carry forward. The completed goals relate to the Task Force on Public Library Legislation and Funding, the State Library Technology Plan, the school

library impact study, and the role of public libraries in early learning. Goals to be added relate to monitoring of library-related budget items and monitoring of proposed changes to the CSF as stipulated in the statutes. Kathy Pletcher concluded the discussion with a comment that she and Catherine will update the goals and bring them to the next meeting for formal approval.

13. REPORT ON NET NEUTRALITY AND OTHER FEDERAL TELECOMMUNICATIONS ISSUES

Bob Bocher passed around a handout of an upcoming Channel article discussing recent federal telecommunications activities. Topics discussed in the handout include the E-Rate program, which is currently under review by the Federal Communications Commission. E-Rate is funded from the Universal Service Fund. Bob then discussed the issue of Internet Neutrality, also described in the handout. The Internet has always been regulated by the FCC, but now the FCC has deregulated the underlying telecommunications segment so there is now no regulation at all on broadband internet service, which has opened up the probability that the phone companies which are the primary service providers can now create tiered levels of service, raising issues about equity of access. There are several bills now in Congress proposing to preserve net neutrality. Bob also reported on the Telecom Reform bill, which has passed the House of Representatives. It would create a broadband fund of \$500 million to provide broadband service to underserved areas and would permit municipal broadband service. Bob also reported on an FCC ruling which extends the Communications Assistance for Law Enforcement Act (CALEA) to the Internet, which required telephone companies to re-engineer their networks to make it easier for law enforcement agencies to use wiretaps on phone lines. This issue is described in more detail in the handout. In August 2005 the FCC ruled that Internet Service Providers are covered by CALEA and that they must comply by May 2007. Bob also mentioned that the U.S. Department of Justice has created a task force to review the types of information to be retained by Internet Service Providers, and how long the information must be retained. In response to a request from Rick Grobschmidt, Bob also discussed the issue of bandwidth as it relates to the BadgerNet Converged Network (BCN) and public libraries. Libraries are now

finding that the bandwidth allowances are now maxing out their bandwidth during high use periods and they do not have the resources to pay for increasing their bandwidth. There was a brief discussion about this issue among COLAND members who have knowledge of the issue.

14. LIBRARY LEGISLATION UPDATE

Before beginning his report, Rick Grobschmidt explained that he was representing the state superintendent at an Educational Communications Board meeting during the morning which required him to miss the morning portion of today's meeting. He also welcomed Sandra Lockett to her first meeting as a COLAND member. Rick then discussed federal legislative items, including approval of LSTA funding, which is still at \$220,855,000. It is still in the appropriations committee and not expected to be acted on until after the November elections. The same is true for the Improving Literacy Through School Libraries program, which is currently slated for funding at \$19,486,000, although advocacy groups are asking for \$100 million so that all states can receive funding from this program. Rick said he did not expect that the \$100 million will be approved, but he said it is good to remind Congress that the program is not adequately funded. Also, the Enhancing Education Through Technology program has been cut in the last several budgets and has been slated for no funding in the President's budget. There is hope that the Senate might be able to restore at least some of the funding. This directly impacts the amount of money school districts receive in grants, and it has required that the DPI Instructional Media Technology Team make staffing cuts. Regarding state legislative issues, Rick reported that both Library Task Force Bills have been signed by the governor; several members of COLAND were present at the signing. He mentioned that Cal Potter was instrumental in the development of the Task Force bills and he presented Cal with one of the pens from the signing. Rick reported that the legislature is now out of session, although they were in briefly last Wednesday to approve some state employee contracts, and they are not scheduled to return until January 2007. State agencies are starting to work on the next budgets, which will be

introduced in February 2007. DPI is putting together information and looking at proposals for the state superintendent. The budget will be presented to the Department of Administration on September 15. Past library-related budget items have included library system aids, BadgerLink and the cost to continue its services, resources to provide a statewide encyclopedia as part of BadgerLink, an appropriation to supplement delivery service, and funding to restore cuts to the library service contracts. Cal Potter moved that COLAND send a letter to the state superintendent asking that her budget request include full funding of the anticipated costs to continue and to expand BadgerLink, and to include funding for systems aids, and to restore full funding for the library contracts. Michael Bahr seconded the motion. There was no discussion and the motion passed. A brief discussion followed regarding funding for public broadcasting, primarily as it relates to funding for state programming.

15. DLTCL LIBRARY TEAM REPORTS

Mike Cross, Public Library Development Team director, distributed copies of the PLDT work plan for 2006-07. He talked about ongoing activities and activities planned for the upcoming year, and highlighted some of the items from each section such as providing information related to the newly-signed library laws, and implementing the Gates Foundation public library rural sustainability grant program in the state. He read through the list and briefly discussed each item. He also passed around a handout related to outstanding maintenance of effort compliance issues. He stated that the issues in Washburn have since been resolved. He also talked about a compliance issue in Brown County concerning the legal authority of the library board mandated in the statutes; the situation is currently being looked at by the library board and county officials. Also, a new issue has come up in the city of Rib Lake where the city is trying to charge the library rent on the use of the library building; Rib Lake asked the League of Wisconsin Municipalities for an opinion, which resulted in an article in the statewide municipalities publication which stated that municipalities can charge their libraries rent.

Steve Sanders provided a handout of activities from the Instructional Media Technology Team. He reviewed the items on the handout and briefly highlighted some of them, particularly the fact that Wisconsin has a \$3.1 million EETT appropriation for this year and can now officially award the competitive grants (which has already been announced but couldn't be awarded). He also reported that the Evaluating State Educational Technology Programs is nearing an end; all data has been sent to UW-Milwaukee for analysis. He also reported on some of the data that has been collected (WiLATA); a portion has been included in the handout. He also mentioned that Learning Point has now started to charge for enGauge and Wisconsin is negotiating an agreement to provide the online portion free to Wisconsin districts. Other items he mentioned include the WEMA conference, and the new federal data requirement to report statewide whether or not students are technologically literate by eighth grade which goes into effect next fall. Wisconsin has not been collecting this data up to now. He also briefly discussed online submission of Information and Technology Plans, and the fact that 97% of the districts have submitted their plans.

16. NOMINATING COMMITTEE REPORT AND ELECTION OF COLAND OFFICERS
FOR 2006-2007

Kristi Williams presented the nominating committee's report and the proposed slate of officers for the coming year. The committee (Kristi, Mirian Erickson, and Catherine Hansen) met by telephone conference call on June 21. At the recommendation of the committee the officers are Kathy Pletcher, chair; Cal Potter, vice-chair, and Michael Bahr, secretary. The recommendation is a motion and does not need a second. Kathy Pletcher asked for discussion; there was none. The slate of officers was approved.

17. FUTURE MEETING DATES

a) September 8, 2006 – Kenosha at the new Southwest branch library; Mike Cross has confirmed the date with library director Doug Baker.

d) November 10, 2006 – Barbara Arnold suggested NCLIS-award winner Gunderson-Lutheran Clinic in LaCrosse. Cal Potter commented that LaCrosse may not be a good location for a public hearing if that is the plan for the November meeting. Another suggestion was the Raynor (?) Library at Marquette University. Catherine Hansen suggested the Milwaukee Central Public Library, and Sandra Lockett suggested the Washington Park library; another suggestion was the South Central Library System (SCLS) office as a centrally located place for a public hearing. Rick commented that we should think of a school library for a future meeting; Kathy Pletcher suggested the library at the school in Denmark for a future meeting. The consensus for the November meeting is either SCLS or LaCrosse.

e) January 12, 2007 – Madison or a possible “virtual” meeting

18. ANNOUNCEMENTS

Barbara Arnold reported the School of Library and Information Studies at UW-Madison will be celebrating its centennial the last week of September, beginning with a reception on Friday, September 29. Invitations will be going out from the Wisconsin Alumni Association office the end of July.

Rick Grobschmidt reviewed the action items from this meeting. They are: letter to the state superintendent related to budget issues; letter to the state superintendent related to the Common School Fund (Kathy P. and Kate Bugher will work on this letter); Kathy P. and Catherine H. will update the goals for approval at the next meeting; letter to the governor informing him of the new COLAND offices. There was also request for a new roster.

19. ADJOURNMENT

There was a motion to adjourn the meeting; the motion was seconded. The motion passed and the meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink that reads "Barbara J. Arnold". The signature is written in a cursive style with a large initial 'B' and 'A'.

Barbara Arnold, Secretary