



**A G E N D A**

**Council on Library and Network Development**

March 9, 2007, 10 a.m. – 3 p.m.

Cooperative Children’s Book Center (CCBC)

Helen C. White Hall, Room 4290

University of Wisconsin-Madison

Madison, WI 53706

- |     |   |   |                                    |
|-----|---|---|------------------------------------|
| 1.  | Call to Order   | Kathy Pletcher, Chair   |                                    |
| 2.  | Roll Call/Determination of Quorum   | Roslyn Wise   |                                    |
| 3.  | Welcome to the Cooperative Children’s Book Center   | Kathleen Horning,<br>Director, CCBC                                 |                                    |
| 4.  | Adoption of Agenda  | All   | Action                             |
| 5.  | Approval of Minutes for January 12, 2007 meeting  | All   | Action                             |
| 6.  | Report of the Chair<br>a) Correspondence<br>b) Strategic Planning<br>c) WI Tax Forms<br>d) Public Library Annual Report<br>e) Joint Finance Hearings (COLAND’s participation) | Kathy Pletcher  | Information,<br>discussion, action |
| 7.  | The public library’s role in support of adult literacy (including efforts in cooperation with local literacy councils)<br><br>Lunch Break (4th floor conference room) – Noon  | Barb Huntington,<br>Youth and Special<br>Needs consultant,<br>DLTCL | Information, discussion            |
| 8.  | Presentation and discussion about Cooperative Children’s Book Center  | Kathleen Horning  | Information, discussion            |
| 9.  | Library Legislation Update (15 minutes)<br>a. State<br>b. Federal   | Rick Grobschmidt  | Information, discussion            |
| 10. | Library Team Reports (max. 10 min. each)<br>1) Public Library Development<br>2) Instructional Media and Technology<br>3) Reference and Loan                                   | Mike Cross<br>Steve Sanders<br>Sally Drew                           | Information, discussion            |

11. Suggestions for Future Agenda Items	Kathy Pletcher/All	Information, discussion, action
12. Future Meeting Dates	Kathy Pletcher/All	Information, discussion
a) May 11, 2007 – La Crosse (tentative)		
b) July 13, 2007 – TBD		
c) September 14, 2007 – Cable/ Lac Courte Oreilles College		
d) November 9, 2007 – TBD		
13. Announcements	All	
14. Adjournment	Kathy Pletcher	Action

## COUNCIL ON LIBRARY AND NETWORK DEVELOPMENT

### Meeting Minutes

**March 9, 2007**

10 a.m. – 3 p.m.

Cooperative Children's Book Center

Helen C. White Hall, Room 4290

University of Wisconsin-Madison

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Members Present:

- Barbara Arnold, Madison
- Mary Bayorgeon, Appleton
- Don Bulley, South Milwaukee
- Francis Cherney, Milladore
- Miriam Erickson, Fish Creek
- Catherine Hansen, Shorewood
- Lisa Jewell, Rice Lake
- Bob Koechley, Fitchburg
- Douglas Lay, Mosinee
- John Nichols, Oshkosh
- Kathy Pletcher, Green Bay
- Calvin Potter, Sheboygan Falls
- Susan Reynolds, Cable
- Lisa Solverson, Viroqua
- Linda Stelter, Eau Claire
- Kris Adams Wendt, Rhinelander
- Kristi Williams, Cottage Grove

Members absent:

- Michael Bahr, Germantown
- Sandra Lockett, Milwaukee

DPI Staff:

- Mike Cross
- Sally Drew

Rick Grobschmidt  
Barb Huntington  
Steve Sanders  
Roslyn Wise

Guests and Presenters: Kathleen Horning, Director, Cooperative Children's Book Center

1. CALL TO ORDER

Kathy Pletcher called the meeting to order at 10:05 a.m.

2. ROLL CALL/DETERMINATION OF QUORUM

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

3. WELCOME TO THE COOPERATIVE CHILDREN'S BOOK CENTER (CCBC)

Kathy Pletcher introduced Kathleen Horning, director of the CCBC. Kathleen welcomed the group, and offered logistical assistance, information, and directions that might be needed during the meeting.

4. ADOPTION OF AGENDA

Miriam Erickson moved that the agenda for today's meeting be adopted as presented; Kristi Williams seconded the motion. The motion carried and the agenda was adopted.

5. APPROVAL OF MINUTES FROM JANUARY 12, 2007, MEETING

Don Bulley moved to approve the minutes from the January 12, 2007, meeting; the motion was seconded by Doug Lay. There was no discussion. The minutes were approved.

6. REPORT OF THE CHAIR

a) Correspondence – Kathy Pletcher reported on letters sent to the newly-elected state Attorney General and the newly-elected state Treasurer. Copies of the letters were included in the meeting packets. She commented that she would still like to follow up on the letters with in-person meetings with these two individuals. There was no other correspondence to report.

b) Strategic Planning – Growing out of a discussion during the November 2006 meeting, a work group was formed to look at long-range (four to five years into the future) strategic planning related to resource sharing. John Nichols is chair of this group, which met in late January 2007 to draft recommendations for a strategic planning process and timeframe. This draft document was included in the meeting packets for today. At this point, Kathy turned the meeting over to John. John commented that the document is a work in progress which can be adjusted and modified, and that the document outlines four phases in the process: learning, visioning, recommendations, and implementation. At this point the committee seeks input from the rest of COLAND. The group then proceeded to discuss the document. Kris Wendt commented that it is important to invite school libraries to be part of the process, and to invite SRLAAW participation. She remarked that the central question in the process seems to be “What is the best way to provide equal access to all borrowers...?” Several members spoke about the importance of including the entire library community (all types of libraries). John Nichols stated that it is important to find out who uses the system and in what way. Bob Koechley asked if ILL statistics are available; Sally Drew commented that Reference and Loan staff are currently in the process of collecting these. She said they have always been available for the programs that they run, and they are now trying to get them from OCLC. She remarked that they do not have access to statistics from all systems so therefore cannot provide complete statistics. She said she will provide the reports that she has available, and suggested COLAND work with the Library Information Technology Advisory Committee (LITAC) on information contained in their issue papers.

John Nichols commented that this document currently being discussed relates to interlibrary loan and resource sharing, not the broader long-range strategic planning that was discussed at the November meeting. Cal Potter brought up a 1998 conference in Wausau that involved the entire Wisconsin library community which resulted in the creation of BadgerLink, and asked if it was time for another conference such as that. Is it doable and what role would COLAND play? The conference would

need to have a broader focus so that other groups would participate. John Nichols commented that other organizations can also provide resources to put together such a conference. The discussion turned to the possibility of a conference; can LSTA funds be used; can a Governor's conference be called? Sally provided a little background from the 1998 conference, which produced the Library Information Technology Plan document, which has been updated by LITAC and is available online. Don Bulley mentioned Milwaukee County's report, which focuses on library governance but also discussed functions of libraries. Copies are available from libraries in Milwaukee county (but Kathy P. arranged to have copies made for distribution at today's meeting). After more discussion, Kathy P. commented that it sounds like the group thinks it is time for another conference, perhaps planned for 2008 (10 years after 1998 conference). Rick Grobschmidt remarked that since COLAND's role is to advise the state superintendent, they could make a recommendation to her. Kathy and John both commented that there needs to be further discussion and planning before making such a recommendation. Cal suggested contacting other library groups about putting together a conference and to determine if they would also participate financially. Kathy noted that to ensure equal access many libraries would need financial help. Sally noted that DPI paid all costs for the 1998 conference, which was attended by 100 people. John Nichols suggested the possibility of video conference. Discussion continued about a possible conference and which groups should be involved, and barriers to other groups being involved, as well as ways to get around these barriers (web conferencing).

Miriam Erickson brought up the question of how meetings will be announced and whether or not they would fall under the open public meetings law. There was some discussion about ad-hoc committees not falling under this rule; Kathy commented that there may be times when this strategic planning group's meetings might fall under that rule. Rick Grobschmidt said he would check with the DPI attorneys to clarify. Sally Drew suggested that much of this discussion could take place during regular COLAND meetings. Kathy commented that a review of the SRLAAW recommendations should be

included on the agenda for the May COLAND meeting but the subcommittee might have a need to meet before then.

Cal Potter commented that if the conference is to happen in February 2008 some decisions should be made soon. Kathy asked for two or three people who would “flesh out” the idea and report back at the May meeting. Cal suggested that John’s workgroup could be the group to do this, and then give a report at each meeting. The discussion continued, and Don Bulley mentioned that February might not be such a good month because of the weather. After a brief discussion of problems with various times during the year, John said that at this point COLAND is trying to decide on a recommendation to the state superintendent and is not necessarily the group that should decide when the conference would take place. More discussion followed about who will sponsor this conference, and about the need to contact groups now to determine their interest in participating because of meeting schedules for the various library groups. Kathy suggested she could send the letter now so that COLAND would know the level of interest in time for the May meeting, at which time the group could decide whether or not to make a recommendation to the state superintendent. Rick G. said clarification needs to be made as to the role of COLAND and whether or not it would be appropriate for COLAND to solicit interest in this conference, and what would it mean for COLAND to sponsor a conference. It would send a strong statement to the state superintendent and to the governor for COLAND to be interested in playing a role in organizing a conference. Kris Wendt suggested using the “White House” conference as a model. After a little more discussion, Cal moved to send a preliminary solicitation of interest letter to other library groups; Barbara Arnold seconded the motion; the motion passed. Kathy then commented she would like some “endorsement” of the draft recommendations document, to document that the group approves of what the group has done so far and would like for the workgroup to continue their work on this. Cal suggested a motion that this subcommittee should continue its work on the document in preparation for this conference, and start determining what topics will be included. Lisa Jewell said she would like to see this as a standing item on the agenda. Barbara Arnold

asked if this subcommittee is comfortable with broadening the scope to include library services in general. John commented that COLAND needs to decide because it is going off on a track that is different from the original intent of the subcommittee, and abandoning the original purpose of the subcommittee. Catherine Hansen asked if he is recommending that the committee take a two-track approach. The discussion continued about the focus of the subgroup and of the conference. Kathy tried to take the discussion back to endorsement of the document and perhaps discuss the conference more at the May meeting. Barbara Arnold moved that COLAND recommend the working group move forward with its work on the recommendations in the draft document; Lisa Solverson seconded the motion. Kris Wendt commented that the recommendations from today's COLAND meeting need to be added into the document. The motion passed.

Bob Koechley brought up a summit to be held on March 14 related to 21st Century Skills. He referenced a document called "Goals for Educational Competitiveness," which he shared with the group. Kathy will have copies made to be handed out at today's meeting.

c) Kathy returned to the agenda to discuss an issue brought to her by Lisa Solverson. Lisa is concerned about the cost of duplicating tax forms and the difficulty in contacting the state Department of Revenue to report problems with not receiving tax forms. Librarians are made to wait on hold along with everyone else. She asked for a letter from COLAND to the DOR suggesting ways to alleviate the problems libraries in the state have when trying to contact them, for example, DPI could arrange a specific library contact at DOR.

d) Lisa Solverson also contacted Kathy about problems in completing the state library annual report, specifically the problem of the form not being available until after the first of the year. She would like for the form to be available to librarians by mid-December. Lisa would also like a letter from COLAND to DPI requesting the form be available earlier. Mike Cross explained the delay in posting this year's form but they still would like to send a letter.

e) A discussion of the Joint Finance Hearings was moved to Rick Grobschmidt's legislative update.

## 7. THE PUBLIC LIBRARY'S ROLE IN ADULT LITERACY

Barb Huntington, Youth and Special Services Consultant for the Public Library Development Team, gave a presentation on the public library's role in adult literacy. She distributed 2 handouts as part of her presentation; one of these is a chapter from the Adult Resources Planning Guide. She has copies of this publication available today, as well as copies of the Early Learning publication, which is applicable to adult literacy when it relates to breaking the cycle of illiteracy among parents (directed at teen parents, parents living in poverty, parents in non-English speaking homes, incarcerated parents, and daycare providers who look after children from these groups), and copies of the newly published Youth with Special Needs publication. Her second handout provided brief definitions and descriptions of literacy, types of literacy, literacy needs in Wisconsin, literacy providers in Wisconsin, funding sources for literacy programs, the Wisconsin Literacy Project, and the role of public libraries. Her presentation covered the topics on the second handout, highlighting the types of literacy programs, such as Adult Basic Education (ABE) and English as a Second Language (ESL). Today, 80% of students enrolled in literacy council programs are ESL, which is a reverse of the situation 15-20 years ago. Barbara discussed the "illiteracy cycle," factors contributing to this cycle, and the challenges faced by individuals who cannot read English. She also talked about challenges faced by smaller literacy councils in terms of funding and staffing. Smaller ones are often run by community based organizations, and use volunteers for their teaching staffs. Libraries do not very often run literacy programs. Most funding for literacy programs in Wisconsin goes to the technical colleges. One of the largest suppliers of literacy programs in the state is the prison system. Barbara also talked specifically about the role of public libraries. She also discussed a special needs survey (from page 100 in the first handout) related to literacy needs. At the end of Barb's presentation, Kathy Pletcher suggested that if COLAND members had questions about the information Barb presented, they could follow up with her during the lunch break.

## 8. PRESENTATION AND DISCUSSION ABOUT THE COOPERATIVE CHILDREN'S BOOK CENTER

After a break for lunch, Kathleen Horning, Director of the Cooperative Children's Book Center (CCBC), gave a presentation and offered to provide a tour of the CCBC after the meeting. She distributed copies of the 2007 edition of the CCBC's annual publication, *Choices*, and gave a brief history of the center, which was established in 1963. It was originally located in the state capitol building. The CCBC is joint-funded by the DPI (via the state contracts) and UW-Madison. The CCBC serves Wisconsin teachers and librarians, and college students preparing to work with children. The center's collection is all non-circulating; it is an "examination" collection. They receive a copy of everything published annually in the United States for children and teens (approximately 5,000 titles). Everything received is cataloged and put on the shelves. The catalog is part of the University's MadCat system so it is accessible to anyone on campus or in the state who has access to MadCat. The books are kept for 18 months; this part of the collection is called the "Current" collection. It is most heavily used by librarians who come to see copies of books first-hand before purchasing them for their libraries. The CCBC also makes outreach trips so librarians in more remote parts of the state (who cannot travel to Madison) can access the collection; CCBC staff also take the collection to statewide conferences (like WLA and WEMA), and they use distance education to show the collection whenever possible. During the 18 months that a book stays in the collection, CCBC staff and other librarians around the state read, review, discuss, and otherwise become familiar with it. This culminates with the annual "Choices" publication, underwritten by the Friends of the CCBC group, which is a list of the best children/teen books published for that year. After 18 months, the collection is weeded and approximately 10 to 15 percent of the books are kept for the permanent collection, which is made up of the basic collection (more like a typical school library collection) and a couple of special collections which consist of 1) everything published by Wisconsin authors and illustrators, and 2) a small collection of books published by small, independent presses in the United States and Canada since

1930. They also have a reference collection of books no longer recommended for children but do have some of historical value.

The CCBC also offers an Intellectual Freedom Service which will provide, within 24 hours, background information and materials to any school or library in the state facing a book challenge, as well as support for facing the challenge and help in planning a response. The CCBC does not provide any kind of professional opinion on the challenged books. Calls to the service are treated as reference questions so the information is kept confidential. Kathleen provided handouts describing the service and a chart showing the number of transactions between 1995 and 2007. The CCBC recently received an award from the Wisconsin's American Civil Liberties Union for the Intellectual Freedom Service. Kathleen noted that most challenged books remain in the collections. There was a discussion of a recently-challenged book, *The Higher Power of Lucky*, and discussion about the numbers of book challenges and various types of books challenged.

#### 9. LIBRARY LEGISLATION UPDATE

Rick Grobschmidt reported on state library legislation. He distributed a handout (green) detailing the Governor's proposed library budget for the next biennium, proposing increases for library system aids, the library service contracts, and BadgerLink. The budget proposal was announced on February 13. He discussed the increases outlined in the handout. He commented that the increases for the library contracts were in line with the state superintendent's budget recommendations. At this point there was some discussion about the likelihood of passage of the governor's budget, and the possible political maneuvering that could take place to get around the budget. Rick commented the bipartisan support for library issues in the last legislative session is not expected to change. Rick reported the governor's budget also proposes county reimbursement to libraries in adjacent counties be exempt from levy limits. Some discussion related to this followed. Rick then reported on the upcoming Joint Finance Committee (JFC) hearings which will be held in various locations around the state. The State Superintendent will appear before the committee in March and will voice her support for the

governor's library budget. Kathy Pletcher raised the issue of whether or not COLAND wants to be involved in any of these hearings. At this point Kris Wendt passed around a Wisconsin Library Association legislative alert handout, and talked about actions recommended by WLA. Cal Potter commented that the library community should communicate with the legislature about the importance of keeping the proposal intact. He also remarked that appearing before the JFC is often not worth the trouble. He suggested a letter from COLAND addressed to each member of the JFC. Kathy remarked that COLAND members should send letters as individuals. John Nichols moved that COLAND send a letter to the JFC supporting the Governor's proposed budget; Kris Wendt seconded the motion. The motion passed. Cal recommended copies of the letter also be sent to the Governor and the Department of Administration. Don Bulley suggested COLAND members who are on library boards should also recommend that their boards send letters.

Rick then reported on federal library budget issues. He provided a handout (gold) outlining these issues, as well as another handout (also gold) discussing Internet-related legislation. He reported the 2007 LSTA funding has been released. The amount is very close to the 2006 figure. An increase has been recommended for 2008. Cal Potter asked if there were any federal issues COLAND should write to Congress about; Rick commented the net neutrality issue (number 3 on the Internet handout) has been coming up frequently, and he spoke briefly about the Universal Service for Americans Act (number 1) and the Deleting Online Predators Act (number 2), but he didn't think any of these warranted a letter from COLAND at this time.

#### 10. DLTCL LIBRARY TEAM REPORTS

Mike Cross distributed a handout packet summarizing selected recent activities of the Public Library Development Team. The handout highlighted current activities of the team; he briefly discussed the items listed, specifically mentioning the LSTA five-year plan and the evaluation of the 2003-2007 LSTA program. He also reported on the upcoming LSTA Advisory Committee

meeting and invited COLAND members to attend the public hearing portion of the meeting. He also briefly talked about the Act 420 implementation, in particular a mandate waiver request from Columbia County (copy of letter in handout packet), the on-going Greener Pastures workshops, and the recently published youth with special needs publication.

Steve Sanders distributed a handout packet summarizing activities of the Instructional Media and Technology Team, as well as copies of a recently-produced set of brochures discussing school library media services in schools that Kate Bugher talked about at a previous meeting. He reviewed the items described in the packet, including Enhancing Education Through Technology (EETT) funding, which is expected to be level-funded for the coming year although it has once again been zeroed out by the president in his 2008 budget. He commented that Wisconsin may get favorable funding due to an adjustment of the way poverty is calculated. Steve also discussed the EETT Competitive Grant program and upcoming timelines (from handout). Regarding funding for EETT, Steve reported that Congress is currently working on a budget and that DPI will be requesting information to support funding for the program. He also commented that the No Child Left Behind Act is expected to be reauthorized soon. He reviewed the remaining items in his handout, including Wisconsin's affiliations with the National Partnership for 21st Century Schools, and The American Diploma Project Network. Steve reported the release of 2007 Common School Fund estimates, which is estimated to go up in the next two budget years, and talked about new resources added to the allowed purchases list. He also gave an update on school library staffing levels, new initiatives that the team is working on such as 21st Century Information Fluency Skills, Thinkfinity (formerly MarcoPolo), and the Adolescent Toolkit. He also talked about the WEMA conference which will be coming up March 25-27. Mirian Erickson expressed her concerns about library media staffing levels and asked what DPI is doing about it besides printing brochures. Steve commented that they are trying to get information out to administrators about the study showing the value of quality school library media programs, and

trying to tie staffing levels to standard H compliance. Cal Potter moved to send a letter to the Wisconsin congressional delegation supporting funding for EETT; Kristi Williams seconded the motion. The motion passed.

Sally Drew reported on activities of the Reference and Loan Library staff. She discussed the recent LITAC meeting; LITAC spent time discussing BadgerLink; they also made a list of about ten technology related items they would like to do issue papers on. They want to put out “Best Practices” related to how libraries are putting BadgerLink on their web pages but not identifying it as a state-funded resource. John Nichols asked if there has been improvement in numbers of libraries putting links to BadgerLink on their web pages; Sally commented that the numbers probably have improved but it has been sporadic. She also reported they are hoping to receive some funding from the Gates Foundation to create a BadgerLink toolkit for parents. Sally also reported progress on creating the Wisconsin Digital Archive (project to capture web pages from state government agencies) is going well. She also commented that the new WISCAT is going well. After just two months the ILL backlog has been substantially reduced.

#### 11. FUTURE AGENDA ITEMS

The following topics have been suggested as topics for future meetings: a) strategic planning and visioning (recurring item); b) invite state superintendent to attend; c) follow up on school library media specialists issue and discuss where COLAND can have an impact.

#### 12. FUTURE MEETING LOCATIONS AND DATES

a) May 11, 2007 – La Crosse. After some discussion, it was decided that Rick Grobschmidt would contact the director of the La Crosse Public Library to make arrangements for the group to meet there. Mary Bayorgeon will contact the director of the Gundersen-Lutheran Health Center library and ask her to give a presentation at the meeting.

b) July 13, 2007 – Location to be determined but a request was made to ask the state superintendent to attend. At a later point in the meeting Lisa Solverson commented that she would like to see COLAND meet at Cross Plains for the July or the November meeting.

c) September 14, 2007 – Cable. Susan Reynolds will arrange with library director.

Kathy Pletcher reviewed items for follow up. They are: letter to potential partners for a 2008 statewide conference; letter to the Secretary of the Department of Revenue regarding tax forms and libraries; letter to the Joint Finance Committee supporting the governor's budget for libraries (with copies to the governor and the Secretary of the Department of Administration); letter to Wisconsin's congressional delegation supporting funding for EETT, and a letter to DPI regarding the public library annual report form.

### 13. ANNOUNCEMENTS

Rick Grobschmidt announced the state superintendent will be holding a conference and establishing a Task Force on Adolescent Literacy. Task force members are expected to include representatives from school and public libraries. He said he will email more information to COLAND members.

### 16. ADJOURNMENT

Kristi Williams moved to adjourn; John Nichols seconded. The motion passed and the meeting was adjourned at 3:07 p.m.

Respectfully submitted,



Kathy Pletcher, Chair and Acting Secretary