

OWLS Director report

January 18, 2018 OWLS Board of Trustees Meeting

Staff Updates

- Former catalog librarian, Amanda Lee, has accepted the position of OWLSnet Manager.
- John Wisneski will join us as the new Catalog Librarian on January 22nd.
- Cataloging Assistant, Debbie White, has increased her hours to full time.
- Administrative Assistant, Aja Freeman, has been hired as a part-time employee.
- We are in the final stages of hiring a Graphic Arts and Communications Specialist, and expect to have that person start by February.

Project Updates

We have submitted annual report prefill data to DPI for all 29 OWLSnet libraries. Most of the credit goes to Molly for getting our data compiled and submitted by the deadline. I will be reviewing OWLS library annual reports beginning in late January and throughout February. All reports must be approved by the library boards and submitted to the state by March 1st.

We have launched a mentoring program for new library directors and have made one match with two more pending.

Library News

On January 12th, five development teams submitted proposals that include the Appleton Public Library as an anchor tenant for a mixed-use development. This week Community & Economic Development department staff will review the proposals to ensure they met the requirements of the RFP. Proposals that meet the criteria will then be reviewed by an interdepartmental team of staff members before a recommendation is made to the Common Council and Library Board for a project best suited to include a library.

Shay Foxenberg is the new director at the Shiocton Public Library. She will be visiting OWLS for orientation on January 25th.

The Hortonville Public Library is nearing the end of their director search.

Tracy Vreeke started as director of NFLS on January 3rd. We met on January 4th and both look forward to a friendly and productive working relationship that will benefit both systems.

We held an online meeting of OWLS member directors on January 3rd. Topics included OWLS staffing, annual reports, CE validation, the mentoring program, workforce development, and intersystem collaboration. We plan to meet in person in February or March.

PLSR update

The next few months of the PLSR process are going to be busy ones. Here are the big moments coming up:

Core Recommendation Collaborator (CRC) Application Period – Using a simple online form, community members can apply to be part of a small team to help craft core recommendations with the Steering Committee and/or to be part of a larger group that will offer feedback. Application period is January 22 – February 9.

Post-Focus Group Survey – Directors, staff, and Board members of libraries and systems will be invited to take a survey to learn what different stakeholders think about system services, governance, regional connections, local control, and other topics. Survey will run February 12-26.

Workgroup Report Feedback Period – Workgroups will submit their reports to the Steering Committee on April 2 and an open comment period will run through April 23. All community members are encouraged to offer feedback for Steering Committee and CRC consideration.

Steering Committee Report Feedback Period – All community members will be able to review the Steering Committee's working recommendations and offer feedback. The comment period will be June 11 – July 20. This is a critical feedback period and you are encouraged to schedule time, with staff and/or with Boards, to review the recommendations. If invited, Steering Committee members will try to attend meetings to explain the process and recommendations and to learn from community partners. However, please make these requests as soon as possible to increase the possibility of a Steering member being available to attend. Visit plsr.info for more details.

Upcoming Trustee Workshops

Trustee 101

Wednesday, March 14, 2018, 5:30pm to 7:30pm

Waupaca Area Public Library, 107 South Main St., Waupaca

Mark Arend, Assistant Director of Winnefox Library System, will discuss the different aspects of the Trustee's job, and you'll have a chance to meet and network with trustees from other area libraries.

Topics covered will include:

- an overview of the library trustee's job
- legal issues (open meetings, policies, liability)
- library advocacy
- topics from the floor (local issues you'd like to discuss)

A complimentary light dinner will be provided.

Register: <https://extranet.winnefox.org/ce/Trustee101-Waupaca>

Trustee 201: The Library Board as Employer

Wednesday, April 18, 2018, 5:30pm to 7:30pm
Muehl Public Library, 436 N. Main Street, Seymour

Mark Arend, Assistant Director of Winnefox Library System, will discuss the different aspects of the Trustee's job, and you'll have a chance to meet and network with trustees from other area libraries.

Topics covered will include:

- The library board's relationship with the library director
- Hiring, evaluating, disciplining, and terminating a library director
- Personnel policies
- The library board and other library staff

A complimentary light dinner will be provided.

Register: <https://extranet.winnefox.org/ce/Trustee201-Seymour>

Trustee 301: Open Meetings & Public Records Laws

Thursday, May 10, 2018, 5:30pm to 7:30pm
James J. Siebers Memorial Library, 515 W. Kimberly Avenue, Kimberly

Mark Arend, Assistant Director of Winnefox Library System, will discuss different aspects of Wisconsin's open meetings law and the Records Retention Schedule for Wisconsin public libraries, and you'll have a chance to meet and network with trustees from other area libraries.

Topics covered will include:

- agendas and posting meetings
- closed sessions
- meeting minutes
- records retention under Wisconsin law

A complimentary light dinner will be provided.

Register: <https://extranet.winnefox.org/ce/Trustee301-Kimberly>



2018 Library Legislative Day

WHEN: Tuesday, February 20, 2018

WHERE: The Madison Concourse Hotel 1 W Dayton St, Madison, WI 53703

COST IF YOU GO: \$25.

COST IF YOU DON'T GO: A missed opportunity to join your friends and colleagues visiting with legislators to tell them how essential libraries are to the health and welfare of your community. The Libraries Transform Posters have their attention, let's keep the momentum going!

Deadline for registration: **January 22, 2018**

More information may be found here:

<http://wla.wisconsinlibraries.org/legislative/legislative-day>

[Online Registration](#) is open! or use the [PDF](#) Registration!

Tentative Program Agenda

8:30 AM - 9:00 AM (Registration & Continental Breakfast)

9:00 AM - 10:30 AM (Briefing Session & Library Champions Awards)

11:00 AM - 12:00 PM (Morning Appointments*)

12:00 PM - 1:30 PM (Lunch-on-your-own)

1:30 PM - 3:30 PM (Afternoon Appointments*)

Library workers, trustees, friends of the library, citizen supporters and library vendors are all welcome!

You don't have to be an expert on the issues; just tell your story of why library service matters to you. We provide the briefing on issues prior to your appointment, and we make all the appointments for you.

Questions? Email WLA Library Legislative Day Subcommittee Chair Nick Dimassis at ndimassis@beloitlibrary.org