**WISPALS: Wisconsin Project for Automated Libraries**

“We have connections between our collections.”

###### WISPALS Executive Committee Meeting (Conference Call)

###### Wednesday, December 16, 2015

###### AGENDA

**Time**: 9:00 am – 10:00 am

**To Participate**: Dial: ***1-888-394-8197****.* Enter participant passcode, ***887730****.*

**Handouts**: 1. Agenda

2. Minutes

3. WISPALS / WiLS Communication Plan

 4. Results from survey questions about EDS, Duet, WebBridge, and Synergies

Present: Linda (NTC), Hans (MPTC), Maria (MSTC), Kim (NWTC), Scott (WITC), Gary (GTC), Kelly (LTC), Ron (WTC), Jane (FVTC), Vince (CVTC), Terry (WCTC)

Call to order 9:07

1. **Announcements**

Informational – 5 Minutes – Scott and all

No announcements

1. **Approval of Minutes from November Meeting**

Action Required – 5 Minutes – Scott and All Members

Kim moves to approve the November meeting minutes; Vince seconds. No further discussion. Motion passes.

1. **ILS Questions Results / WebBridge Cost Sharing**

Discussion/Action Required – 15 minutes – Stef, Kim, Scott and All Members

Six libraries expressed interest in Duet; seven in EDS. Stef will send the EDS quote received. The Duet price was exactly the same. Stef will dig a little deeper for more clarification and information.

WebBridge: The total cost is a one-time set up fee of $2700. 7 colleges are interested in purchasing and splitting the cost evenly; 2 replied that either option was fine; CVTC voted that = that only those that use it should pay for it (and they are not interested in purchasing at this time). The options for paying are to: split the cost evenly among all colleges, split the cost evenly among all who will use it, or take it from reserves. There could be a discussion for later about how decisions are made, whether it be consensus or majority rules during voting. Encore Synergy should be happening soon.

Gary moves to split cost evenly across all WISPALS colleges; Maria seconds. Motion passes.

1. **WAAL 2016 Sponsorship**

Discussion/Action Required – 10 Minutes – Scott and All Members

*WAAL is April 19-22 at the Heidel House Resort & Spa, in Green Lake WI. A poster session can be sponsored with a donation of $500. Poster session sponsors will be recognized and thanked with a sign displayed during the session. If donating at the $500 level is not possible, a $250 donation will sponsor a break between sessions. Break sponsors will be gratefully acknowledged with a sign displayed during a break.*

Sponsored in 2014 w/ $200 for breaks.

Hans moves to sponsor $500 for a poster session. Jane seconds. No further discussion. Motion passes.

1. **WiLS Transition Update**

Informational – 10 minutes – Stef and Scott

The Fiscal Agency plan is that Gateway will pay the remaining invoices to Dec 31 and will send one last invoice January 1 to cover what has been paid by Gateway.

An offer is out to a systems candidate and we’ll know more later this week.

WiLS set up a shared Dropbox of WISPALS documents which overloaded everyone. WiLS will shift to a consortia shared Dropbox that’s smaller and more active, and all historic docs will be available by request.

WiLS is creating an invoicing schedule and has contacted vendors to make them aware of the contact change.

Coop subscriptions will come through MyWiLS to consolidate processes (and will clearly be marked as WISPALS). WiLS would like to know if it’s possible to use the same invoicing process as we do for WiLS coop and charges may arrive on the same invoice. Again, WiLS and WISPALS charges will be clearly indicated. There was general consensus on moving forward combining WiLS and WISPALS invoices. If it is not working for you, just let WiLS know.

1. **Updated WiLS Communication Plan and WISPALS Website**

Discussion – 15 minutes – Scott, Andi, and All Members

The directory is very helpful, as well as a member page for each college with an about and access to agendas and minutes. The website is WISPALS’ key marketing tool and the current version is lacking; a major overhaul would be appreciated and feedback is stymied because of it. It’s so outdated that it could be misleading and might make more sense to start over. This would require thoughtful discussion, including defining audience(s) and what content the website should have. The branding on the site, and generally, for WISPALS is ambiguous and should be reconsidered. WiLS will bring a proposed process for updating website and branding to the January meeting.

**Next Meeting**: January 20, 2016 – Conference Call

Noted that some institutions may be shut down during the holidays and 9:56 Meeting concludes

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| ***WISPALS: Wisconsin Project for Automated Libraries***[***www.wispals.org***](http://www.wispals.org) |
| **Chippewa Valley Technical College** | **Fox Valley****Technical College** | **Gateway****Technical College** | **Lakeshore****Technical College** | **Mid-State****Technical College** | **Moraine Park****Technical College** |
| **Northcentral****Technical College** | **Northeast Wisconsin Technical College** | **Waukesha County****Technical College** | **Western Technical College** | **Wisconsin Indianhead****Technical College** |