The 2020 WYLD Network Annual meeting was called to order at 9:03 a.m. by President Kate Mutch. She announced that Jill Mackey has volunteered to take over as Recording Secretary and thanked Cara Nett for her hard work this past year.

Jill Mackey conducted a roll call of delegates and declared there was a quorum of member libraries present:
Casper College – Katrina Brown
Central Wyoming College Library – NO
Eastern Wyoming College Library – Casey Debus
Laramie County Community College – Linda Herget
Northwest College – Nancy Miller
Sheridan College – Michelle Boule Smith
Western Wyoming College Library – NO
Carbon County School District – NO
Crook County Schools – Mary Jayne Jordan
Fremont County School District, Dubois School – NO
Newcastle High School - NO
Albany County Public Libraries –Rachel Crocker
Big Horn County Libraries – NO
Campbell County Public Libraries – Terri Lesley
Carbon County Public Libraries – Jacob Mickelsen
Converse County Libraries – Cindy Moore
Crook County Public Libraries – Jill Mackey
Fremont County Libraries – NO
Goshen County Library – NO
Hot Springs County Library – NO
Johnson County Library – NO
Laramie County Library System – Carey Hartmann
Lincoln County Library System – Richard Landreth
Natrona County Library System – Lisa Scroggins
Niobrara County Library System – Debbie Sturman
Park County Libraries – NO
Platte County Library System - NO
Sheridan County Library System –Cameron Duff
Sublette County Libraries – Sukey Hohl
Sweetwater Public Libraries – Jason Grubb
Teton County Public Libraries – NO
Uinta County Public Libraries – NO
Washakie County Public Libraries – NO
Weston County Library System – Brenda Mahoney Ayres
McCracken Research Library – NO
National Museum of Wildlife Art – NO
Wyoming Services for the Deaf Library – Brenda Ariosto

Wyoming State Law Library – NO
Wyoming State Library – Jamie Markus
Yellowstone Research Library – NO

Kate welcomed everyone to our first WYLD annual meeting by Zoom conferencing, then asked for any changes to the agenda. Lisa Scroggins made a motion to accept the agenda as presented, Linda Herget seconded the motion, and the motion was approved.

The minutes from the 2019 annual meeting have been posted on the WYLD website at http://library.wyo.gov/downloads/WYLD/annual/2019_minutes.pdf. Linda Herget made a motion to approve the minutes as presented, Terri Lesley seconded the motion, and the motion was approved.

Carson Block, of Carson Block Consulting, provided an overview of the Integrated Library System Needs Assessment that he will be conducting this summer. His presentation can be found at https://youtu.be/o4xDMHdYAxs.

State Librarian Jamie Markus gave a broad overview of the ILS Needs Assessment project:
- After nearly 20 years, the WYLD Library Network will perform a needs assessment in 2020 to identify issues related to the current ILS software.
- Once the needs assessment has been completed, an ad hoc committee will be appointed to review the work and to start the process of a vendor comparison to determine whether the current vendor (SirsiDynix) is still the best fit for WYLD or whether a competitor offers advantages to the consortium.
  - Drafting, conducting, and reviewing the needs assessment is projected to take 6 to 9 months.
- Based on the needs assessment and vendor comparison, the State Library, along with input from the ad hoc committee, may draft a Request for Information (RFI) calling for vendor responses. The WSL and the ILS Review committee will review all RFI responses and arrange for vendor presentations as well as arrange interviews or on-site visits with current customers.
  - Drafting the RFI and arranging for vendor presentations and on-site visits is expected to take 6 to 9 months.
- If the RFI process identifies a clear need to proceed in the direction of selecting a new vendor for the ILS, an RFP (Request for Proposal) may be drafted and vendor responses will be considered.
  - An RFP process is expected to take 3 months.
- If a vendor different from SirsiDynix is selected at the end of this process, then a timeline will be established for reviewing contract language and for migration of the system, including comprehensive, state wide staff training.
  - Entering into a new contract and seeking a new business case approval is expected to take 3 months.
  - Subsequent to contract signing, staff training and data mapping and migration of the WYLD system is expected to take 6 months.
- Outside consultants may be used to assist with parts of this project.
- Timeline:
  - Announcement of needs assessment - June 2020
  - Needs assessment completed & reviewed - by Dec 2020
  - Request for Information drafted, vendor responses, etc - completed by July 2021

- o Request for Proposal period - completed by Dec 2021
- o Contract negotiation - completed by March 2022
- o Staff training, data review and migration - April - Sept 2022
- o Go Live on new system - October 2022 (current maintenance renewal is Nov 1 of each year)

State Librarian Jamie Markus presented his annual report, which is posted at http://library.wyo.gov/downloads/WYLD/annual/2020_State_Librarian_WYLD_Report.pdf:

- The State Library is preparing for a Special Session of the Wyoming State Legislature that is convening to focus on the state budget. Cuts and changes to all budgets are anticipated. In an effort to prepare for the unknown, WSL extended various database contracts by six months, pre-paid a number of obligations, and worked with the Statewide Shared Purchases Committee to cancel the National Geographic Kids resource earlier than anticipated. New procurement and government efficiency procedures will be put in place on July 1.
- The State Library received $52,297 in CARES Act funding to support libraries, museums, and tribal partners during and after the COVID-19 pandemic. The funds will be used to support the library version of LinkedIn Learning, off-line summer reading on the Wind River Reservation, and a variety of museum projects aimed at putting museum exhibits online.
- The WYLD Network saw a 24% library director turnover rate during the past year. WSL will conduct as many Directors' Orientations as needed to inform new directors of Wyoming Library Association, State Library, and WYLD Network services and obligations.
- President Trump's 2021 Budget recommendation again eliminates all funding for the Institute of Museum and Library Services (IMLS). The American Library Association, Wyoming Library Association, Chief Officers of State Library Agencies, and other organizations are closely monitoring this situation. The Wyoming Library Community may be asked to participate in communication and lobbying activities later this year. Our elected officials and their staff think highly of our libraries and services; no one believes that IMLS will be defunded.
- State Library priorities have not changed:
  - o 1. Shared library infrastructure including the statewide Integrated Library System, interlibrary loan software, and electronic resource platforms (Cloud Library and RbDigital)
  - o 2. State Library staff
  - o 3. State Library programs and projects required by statute
  - o 4. Statewide library databases, resources, and digital content, and State Library programs, projects, and collections that are not required by statute

Jamie reported that VDX will be turned back on July 6 at the earliest – it depends on 50% of the libraries indicating they are ready to accept requests. A survey will be sent out to library directors first and there may be some training sessions involved.

Desiree Saunders presented the annual report for the WYLD Support Team, available at http://library.wyo.gov/downloads/WYLD/WYLD_Office_Report_2020.pdf:

- In March of this year we found ourselves in the unprecedented situation of helping libraries resolve a previously unthought of set of circumstances due to the COVID-19 pandemic.
  - o Many projects we were working on took a back seat as we answered hundreds of questions, ran reports to move due dates, held webinars, and made modifications to the

ILS to accommodate changing levels of service such as setting up online user registration on an accelerated schedule.

- o Beginning in May, we began assisting libraries undo many of these changes and navigate changing policies for the gradual reopening of services.
- o Throughout this time, we have benefitted from the knowledge and support of SirsiDynix, and the international SirsiDynix user group. From the early stages, library systems managers were actively brainstorming solutions and sharing knowledge that quickly became an invaluable resource.
- o Other vendors, such as our digital content providers reacted quickly to remove barriers to access, and many databases offered new and expanded content at no charge.
- While the effects of the pandemic are very much front of mind, there were several developments that I'd like to highlight for the year since our last annual meeting. 2019 Recap:
    - o Symphony Workflows was upgraded on September 11th, 2019. This release featured minor updates and bug fixes.
    - o Enterprise (WYLDcat) was upgraded on January 21st, 2020. Version 5.0.1 includes responsive design to better display WYLDCat on different devices, including mobile phones and tablets. Additional enhancements include collapsed facets in the hitlist display.
    - o SymphonyWeb (browser-based Workflows). Soon after emergency teleworking procedures were put in place in March, we further expanded licensing so that remote workers could use WorkFlows without installing the desktop software. Custom Reports & Consulting from SirsiDynix
    - o Automatic Renewals – Set up automatic renewals for eligible materials. Find out more at https://library.wyo.gov/downloads/WYLD/support/WYLD_FAQ_AutoRenew.pdf
    - o HTML notices – This custom service from SirsiDynix allows libraries to use HTML formatted notices for emailed notices.
    - o Other custom reports – We have used consulting credits with the vendor to request reports to clean up old open order records and to delete items with zero copies attached.
    - o Enterprise / WYLDcat– We have installed two new display options for Enterprise which provide integration for cross reference information and for collapsing multiple versions of the same work into one entry in a list of search results. This work was mostly completed during the height of the pandemic, so we will be providing more information about these projects later this summer.
- Other Highlights
    - o Assisted 4 libraries in moving to fine free, or partially fine-free status.
    - o Assisted 3 libraries with OverDrive authentication and WYLDcat integration.
    - o Responded to over 100 requests for original cataloging.
    - o Added RDA tags to thousands of records.
    - o Reviewed and updated dozens of technotes in all areas of support.
    - o Created new technotes and recorded training webinars throughout the year on a variety of topics.
    - o Created dozens of custom reports in Analytics.
    - o Performed on-site training with the staff of Sublette, Lincoln, and Teton County libraries in August.

Desiree also commented on the increased use of Symphony Web and digital resources during the pandemic, the popularity of the new Auto Renewal report, and the increased use of RbDigital & Cloud

when the "blocked" patron status was turned off. She also said the WYLD office staff is still mostly telecommuting, so the best way to contact them is by email.

Kate expressed thanks to the WYLD office for their hard work through this pandemic. Kate reported that the Governing Board held an emergency meeting on April 1 and voted to cancel the onsite annual meeting and hold the June 5 business meeting via Zoom.

Kate reported on the various committees, saying that it has been a challenge keeping the committees going through the last few months:
- New chairmen are needed for the ILS Products Committee and the Online Quality Control committee. She thanked Mary Jayne Jordan for her years of service as the chair of the ILS Products committee.
- Lorene Peterson from Natrona County Library has agreed to step in as chairman of the Training Committee.
- The ad hoc Nominating Committee consisted of Jill Mackey. The Governing Board voted that a call go out for nominations via email and that voting would be held electronically. The voting was held June 1 through June 5, 2020. The ad hoc nominating committee was released.

Jill Mackey presented the results of the network election:
- Vice President – Linda Herget
- Academic Library Representative – Diane Adler
- Large Public Library Representative – Terri Lesley
- Small Public Library Representative – Sukey Hohl
- Member-At-Large – Brenda Mahoney Ayres

Kate thanked everyone who served on the Governing Board this past year for their hard work during a challenging time.

No one had any New Business or Other Announcements.

Lisa Scroggins made a motion to adjourn the meeting, Jacob Mickelson seconded the motion, all approved. The meeting was adjourned at 10:26 a.m.

Respectfully submitted,

Jill Mackey
Recording Secretary