

WYLD Governing Board Conference Call Minutes
May 12, 2015

I. Welcome and Roll Call at 1:05 p.m.

Board members present: Marci Mock, Brad Matthies, Jason Grubb, Jessi Gerdes, Rebecca Lehman, Lesley Boughton, Brian Greene, and recorder Kim Heaster.

II. Agenda and Minutes:

Jason moved that the minutes of the April meeting be approved as written, and Jessi seconded. The minutes were approved.

III. Wyoming State Librarian's Report: Lesley Boughton:

1. The governance [contracts](#) in previous years have been open-ended. There was no need to send out a new one each year. However, there are some housekeeping things that need to be discussed, with Lesley's recommendations on changes:
 - a. Change "WYLD CAT Members [Network]" to Integrated Library System Users Group [Group].
 - b. #7 - Special Provisions – A – Penalties: "In accordance with Network Bylaws, the Agency reserves the right to impose a per record fee on the Member should the Member fail to meet the guidelines and standards agreed upon in this Contract. The per record fee shall be based on the cost of remedying any problem caused by the Member's failure to adhere to the guidelines and standards agreed upon in this Contract." In Lesley's 30 years there has never been a penalty imposed. Lesley's instinct would be to strike this clause. If we impose fees then we'd have to go into rule making.
 - c. #7 – Special Provisions – C – Cost Sharing – ii: "The Agency shall be responsible for no more than sixty percent (60%) of the biennial cost." This is no longer the case and should be eliminated.
 - d. #7 – Special Provisions – D – Services and Membership Fees – i: "The services and the annual membership fee structure may be redefined with the recommendation and/or approval of the WYLD Network Governing Board and *the Director of the Department of Administration and Information.*" Lesley feels this is totally inappropriate. The Governing Board and the Agency (State Library) or State Librarian should be directly involved, not the Department of Administration and Information.
2. To make these changes: the State Library would do it then send the new contract over to the AG office to approve.
3. Per Marci: The Online Quality Committee is concerned mostly about cataloging issues like tag line items. They did bring up the idea of sanctions, mostly talking about training and a consensus of dealing with problems. Their idea of sanctions was not monetary but by limiting access via the log in.
4. Sanctions are covered under the bylaws and it is the responsibility of the members to abide by the bylaws.

Jason made a motion to accept Lesley's recommendations and have the State Library make the necessary changes. Jessi seconded and the motion passed. Lesley will do this as soon as she can. Lesley asked that Marci add this to the agenda for the business meeting at the WYLD conference. Once the changes have been made and it's been approved by the AG office everyone will get the new contracts as soon as possible.

5. Lesley did have some good news: The Publications and Marketing positions have been empty for quite a while, and now are finally being filled. Cary (sp?) Dunlap formally from the Department of Education started Monday, one thing he'll be working on is marketing WYLDCAT. Susan Mark will be moving into the Publications and Marketing office to work with Cary (sp?). Lesley hopes to be authorized to fill Susan's position with a seasoned librarian.

IV. WYLD Office Report: Brian Greene:

1. WYLD Annual meeting numbers for registration as of lunch time today:
40 total registered. It would be nice to get to 80.

11 from academic libraries

23 from public libraries

1 from school libraries

4 from special libraries

There are 35 registered for the 10 a.m. Thursday Opening General Session. So far the most-registered-for session is Reports Consulting at 18.

17 of the 23 counties are represented so far.

2. Marci asked about the Memorial Day weekend upgrade, Brian stated that it is a housekeeping thing right now. The key impact will be having to update WorkFlows. This will be Symphony 3.5.

V. Ad hoc Committee update: Brad Matthies:

1. No updates.

2. WYLD meeting question: Does the Governing Board want Brad to give a brief summary on the Ad hoc committee?

Marci: should brief everyone on committee's recommendations.

Brian: all committees should submit reports, written and oral, and written should be submitted before annual meeting so it can be posted and viewed.

Lesley: any libraries that choose to include PII would be responsible for notifying their patrons in case of a breach. If a library chooses not to follow the recommendations then this could be made into a policy governed by the governance contract.

Brad will put something together, written and oral, to report on the Ad hoc committee's recommendations.

VI. Open/Expiring Positions:

Jessi has not heard of anyone interested in the Special Libraries position. Since there are 4 people from special libraries registered for the annual meeting maybe someone could be encouraged to volunteer at that time.

VII. Discuss Bylaws:

Jason: question – committee members serve for 3 years and officers serve for 2 years?
It is interesting that committee members serve longer than officers.

Also, there should be an addendum defining large and small libraries for clarification.

Lesley: we looked at populations and county sizes and came up with 10 large libraries and 13 small libraries, based on the 2010 census.

Where is the organization chart? Marci forgot to attach it for today, but it went out with the March meeting minutes. Marci will make sure it is attached when it goes out to everyone.

Jason made a motion to approve the minutes for the April 28 Bylaws special meeting minutes and approve the bylaws. Rebecca seconded and the motion passed. Marci will add the addendum and the organization chart and get them posted.

VIII. Governing Board Members Reports/Issues:

Academic—Brad: none

K-12—Mary Jayne: not here

Large Public—Jason: none

Small Public—Karen: not here

Special—Jessi: none

At Large—Rebecca: none

Question posed: What to do if no one volunteers for VP? Answer: If position is vacant by the end of the annual meeting, the President can appoint someone.

The next Governing Board conference call will be Tuesday, June 9, 2015 at 1:00 p.m.

Meeting adjourned at 1:40 p.m.

Respectfully submitted,

Kimberly Heaster