WYLD Network Annual Meeting - June 12-13, 2025
Central Wyoming College, Riverton

All meetings in the Health & Science Center (HS); Lunch is included and will be served next-door in the Food Court in the Student Center. Lunch menu - Taco bar, salad bar, & dessert.

Schedule - Thursday - June 12, 2025   *Room HS100*

> **8:30 - 9:00** - Check-in
> **9:00 - 12:00** - General Updates **- HS100** *morning break around 10:15 am*
> **12:00 - 1:00 -** LUNCH - Served in the **Food Court**
> **1:00 - 5:00 -** Training & Networking Sessions (Descriptions below)

Room	Track	1:00 - 1:50	2:00 - 2:50		3:00 -3 :50	4:00 - 4:50
HS100	ILL	ILL FAQ / Sharing session	WorldShare ILL Review	BREAK	ILL FAQ / Sharing session *repeat*	
HS206	Tech Services	Original Cataloging Templates	SmartPort Essentials	BREAK	Cataloging Spanish language materials	Technical Services meet-up
HS208	Symphony	Symphony Collection Maintenance: Inventory, Discards, etc	Analytics Sharing session	BREAK	WorkFlows: Reports Basics	Circ & ILL staff meet-up
HS214	General & Admin	Overdrive Marketplace - Basics	Hot topics: Data Retention, Patron Privacy, Privacy Policies, Age Verification, etc.	BREAK	Overdrive Marketplace - Advanced	Directors' meet-up

Friday - **June 13, 2025**

> **8:30 - 9:30 Training Sessions (3)**
> **9:45 - 11:00** - WYLD Network Business Meeting - Voting Delegates   *HS100*
> **9:45** - Q&A / follow up time with WYLD Office Staff (concurrent with business meeting) *HS208*

Room	8:30 - 9:30	9:45 - 11:00
HS100	Aspen Admin Tips	WYLD Network Business Meeting
HS208	New Features in MessageBee	Ask WYLD
HS214	Cataloging Help - Drop In	

THURSDAY Afternoon Sessions - Details

1:00pm - 1:55pm

ILL FAQ / Sharing Session (Shaylee & Des)   **HS100**
We'll give an update on the ILL migration, general VDX-related questions, and an overview of statistics & ILL-related reports. We'll also discuss strategies for the full migration from a test environment to production this fall. *Repeated at 3:00pm*

Original Cataloging Templates (Cataloging Committee)   **HS206**
The Cataloging Committee will be introducing new templates which are designed to help catalogers add items that need original cataloging. If possible, attendees should bring laptops and a book to be originally cataloged.

Symphony Collection Maintenance (Nick)   **HS208**
Join this sharing session to discuss the Inventory process, Discards, Patron Management, etc. Hear from fellow libraries about their inventory experiences

Overdrive Marketplace - Basics (Kate Mutch & Elizabeth Albin)   **HS214**
We will talk about how to use the lending models to stretch your budget, how to set up your patron interest manager and smart lists, managing pre-order titles, and more. Plus, a Q&A time!

2:00pm - 2:50pm

WorldShare ILL Review (Shaylee)   **HS100**
Review how to use WorldShare. Emphasis will be placed on functions that are unique to WorldShare. We will also discuss a few tips and resources. The remainder of the session will be reserved for Q & A.

SmartPort Essentials (Shantry & Leslie Tribble)   **HS206**
This session will cover multiple topics related to using SmartPort to import bibliographic records into the WYLD database. We'll begin with a brief review of the SmartPort property settings and ways to search. Then we'll dig into what to look for when choosing a record, edits to make before saving a record in WorkFlows, and what you need to know about overlaying a record.

Analytics Sharing Session (Nick)   **HS208**
Bring your questions and your laptop to work on Analytics reports together.

Hot topics: Data Retention & Patron Privacy, Privacy Policies, Age Verification, etc.   **HS214**
A guided discussion on current issues. (Facilitated by Cristine Braddy & Katrina Brown)

3:00pm - 3:55pm

ILL FAQ & Sharing Sesssion (Shaylee & Des)   **HS100**
We'll give an update on the ILL migration, general VDX-related questions, and an overview of statistics & ILL-related reports. We'll also discuss strategies for the full migration from a test environment to production this fall. *Repeat from 1pm*

Cataloging Spanish Language Materials (Conrrado Saldivar)   **HS206**
Learn how to catalog Spanish items without needing to know Spanish! We'll discuss subject headings, summaries, basic name structures, and accents to increase access for both patrons and library staff.

WorkFlows Reports Basics (Nick & KJ)   **HS208**
We'll review scheduled reports, templates, finished reports, fixed format manager, exporting, viewing, etc.

Overdrive Marketplace - Advanced (Kate Mutch & Elizabeth Albin)   **HS214**

We will talk about maintaining the statewide holds list, how to deal with expired metered access titles with holds, finding and ordering items with high interest from your own patrons, and more. Plus, a Q&A time!

4:00pm - 4:55pm - Time to network with your library friends!

Technical Services Meet-up	**HS206**
Circulation & ILL Meet-up	**HS208**
Directors' Meet-up	**HS214**

FRIDAY MORNING TRAINING SESSIONS & BUSINESS MEETING

8:30am - 9:30am

Aspen Admin Tips (Shaylee)
Tips for managing browse categories, updating menu links, creating placards, and more!

New Features in MessageBee Beta (KJ)
Take a tour of the new features available in MessageBee, including branch level reporting and template language.

Cataloging Drop-in Help (Shantry)
This is a come-and-go session for anyone seeking cataloging help. Bring your questions for Shantry to go over with you. Questions ranging from basic cataloging to advanced cataloging are welcome.

9:45am - 11:00am

WYLD Network Business Meeting (Voting Delegates)

Ask WYLD - Hang out with WYLD staff during the Business Meeting.