

NICE TEAM MEETING MINUTES

June 20, 2023

Meeting began at 8:32 am

Team Members Present: J. Johnson (NWLS), G. Rae (NWLS), K. Zimmermann (WVLS), R. Metzler (WVLS), M. McLimans (WiLS), M. Clark (WiLS), M. Lank-Jones (Hayward), P. O'Connell (Minocqua), A. Johnson (MCPL), S. Heskin (Superior), T. Schmidt (Mercer).

Others Present: S. Hafemeister (WVLS)

Team Members Absent: T. Blomberg (Rib Lake)

I. **Final Report Review**

M. McLimans (WiLS) and M. Clark (WiLS) presented the final report - **Northern Waters Library Service and Wisconsin Valley Library Service ILS Merger Feasibility Report June 2023**. M. McLimans shared that they used the Executive Summary presented at the May meeting as a guide and worked off of that to finish the final report, added appendices as needed, and content from the information shared at the April meeting on the Decision Making Matrix and Rubric. They tried to be as clear and accurate as possible. They asked for comments from the team. Some edits/changes were requested. The links in the Table of Contents will be updated for clarity. WiLS asked for any suggested edits for accuracy and clarity to be shared by the end of the day June 23, and plan to make edits early the week of June 26.

II. **Communication of Final Report**

M. McLimans (WiLS) asked how the final report could be shared to everyone and the most effective way of sharing the document. Based on discussion, M. McLimans (WiLS) and M. Clark (WiLS) will prepare slides and a one page document in addition to the final report. Members of the team shared possible ways that they could share the report and slides with their staff, library boards; and how the information will be presented at each consortium and system board meeting. As time allows, K. Zimmermann and J. Johnson will create a recorded presentation. The PDF report will be shared in June.

III. **Next Steps for the NICE Team**

M. McLimans shared that they hope that the original NICE team members will stay on for the entire process for continuity. M. Clark talked about the process in the next stage where ad hoc committees would be established to focus on specific topics with specialized staff. The committees will be tasked to do specific work and bring their results back to the team. The team discussed the size of the team, the possibility of additional members, and how to onboard new members.

J. Johnson (NWLS) and K. Zimmermann (WVLS) are working on the LSTA application for the next phase of the process. Hopefully, it will be approved, and work can begin in the near future on the next phase of the process.

IV. Feedback on the Past Year's Process and Progress

The team shared comments as to what they liked about the final report, what was useful, and what can be done better. Team members responded that the following were useful and appreciated:

- Members felt their voices were heard throughout the process
- An emphasis on common goals
- Time was used efficiently
- Melissa and Melody kept the group on task and moving forward
- Members had homework and remained engaged in the process

Team members also reported on things that were not so successful, or that they would change:

- There were some accessibility issues with Google documents
- It was requested that meetings take place after 9:00 and before 3:00
- It would be helpful to have documents for review in advance of meetings instead of reviewing them during the meeting

V. Standing Item – Reporting of questions that have come up and status of replies.

There were no questions.

VI. Standing Item – Any communication needs?

Nothing new was shared.

Thanks were expressed between WiLS staff and the team members for all their time and effort put forth through this process.

Meeting adjourned at 10:02 a.m.

Respectfully submitted,

Susie Hafemeister (WVLS) Meeting Recorder