

**WINNEFOX LIBRARY SYSTEM  
BOARD MEETING MINUTES  
September 28, 2011**

The regular meeting of the Winnefox Library System Board of Trustees was called to order at 4:30 p.m. on Wednesday, September 28, 2011, in the Meeting Room at the Spillman Public Library, North Fond du Lac by President Paul Wade. Trustees present were: Barbara Asmus; Lurton Blassingame; Kristy Bradish; Sue Davies; Bonita Dresen; Ken Friedman; Lisa Hemes; Donna Kalata; Jerry Letcher; Jeff Liddicoat; Tylor Loest; Judith Malueg; Sue McConnell; John Muentner; Lori Pain; James Reiland; Paul Wade and Sue Werley. Trustees absent were: Jim Miller; Kay Roethel and Tom Widener and Gary Wilner. Also present were: Jeff Gilderson-Duwe, Director; Mark Arend, Assistant Director; Julie Schmude, Administrative Coordinator; Karen Boehning, WALs Program Coordinator and Ken Hall, Director of Fond du Lac Public Library.

**Public comments:** None

**Minutes**

Motion to approve the July 27, 2011 regular Winnefox Board meeting minutes. **Motion:** Muentner; **Second:** Blassingame; **Vote:** Unanimous.

**Classifications**

Motion to approve the July - August 2011 WLS Classification of Invoices Previously Paid. **Motion:** Dresen; **Second:** Asmus; **Vote:** Unanimous.

Motion to approve the July - August 2011 WALs Classification of Invoices Previously Paid. **Motion:** Kalata; **Second:** Bradish; **Vote:** Unanimous.

Motion to approve the July - August 2011 WCTS Classification of Invoices Previously Paid. **Motion:** Bradish **Second:** Dresen; **Vote:** Unanimous.

Jeff Gilderson-Duwe gave the Report of the Director.

**2012 Proposed Winnefox Library System Budget**

Motion to approve the 2012 Winnefox Library System budget as proposed in Exhibit A. **Motion:** Reiland; **Second:** Malueg; **Vote:** Unanimous.

Tylor Loest arrived at the meeting at this time.

**2012 Resource Library Agreement**

Motion to approve the 2012 Resource Library Agreement as presented in Exhibit B. **Motion:** Kalata; **Second:** Blassingame; **Vote:** Unanimous.

Sue McConnell arrived at the meeting at this time.

**2012 Contractual Services Agreement**

Motion to approve the 2012 Contractual Services Agreement as presented in Exhibit C. **Motion:** Reiland; **Second:** Werley; **Vote:** Unanimous.

**Annual System Plan**

Motion to approve the Annual System Plan as presented in Exhibit D. **Motion:** Dresen; **Second:** Pain; **Vote:** Unanimous.

**Winnefox Bylaws Article II Proposed Changes**

Trustees discussed the possibility of assigning board seats using circulation rather than population. Motion to table until November meeting. **Motion:** Reiland; **Second:** Letcher; **Vote:** Unanimous.

**Printing Services – Proposed Changes for 2012**

Motion to approve the purchase of a color photocopier as recommended in Exhibit F. **Motion:** Reiland; **Second:** Bradish; **Vote:** Unanimous.

**Grievance Procedure**

Motion to friendly amend step three of the Steps in the Grievance Procedure by adding “within 30 business days” to the last sentence. **Motion:** Kalata; **Second:** Blassingame; **Vote:** Unanimous.

Motion to amended paragraph one of the Steps in the Grievance Procedure by adding “Mediation shall be an option at any step in the process.” **Motion:** Bradish; **Second:** Blassingame; **Vote:** Unanimous.

Motion to accept the Grievance Procedure presented in Exhibit G as amended and upon attorney review. **Motion:** Liddicoat; **Second:** Reiland; **Vote:** Unanimous.

**Winnefox Library System – 2010 Audit**

Motion to accept the 2010 Winnefox audit as contained in Exhibit H. **Motion:** Kalata; **Second:** Blassingame; **Vote:** Unanimous.

Attached are comments from Jerry Letcher of the Fond du Lac Public Library board regarding WALSA Authority Records.

Motion to adjourn at 5:52 p.m. **Motion:** Liddicoat; **Second:** McConnell; **Vote:** Unanimous.

Respectfully submitted,

Lori Pain, Secretary  
Julie Schmude, Recorder

Date: September 15, 2011

Subject: WALS Authority Records

1. Authority Records are electronic files used by library catalogers for search accuracy. Their genesis is the Library of Congress Name Authority File which is now known as the Name Authority Cooperative Program (NACO). The most common way of enforcing authority control in a bibliographic catalog is to set up a separate index of authority records, which relates to and governs the headings used in the main catalog. This separate index is often referred to as an "authority file." It contains an indexable record of all decisions made by catalogers in a given library (or -- as is increasingly the case -- cataloguing consortium), which catalogers consult when making, or revising, decisions about headings.

The function of authority files is essentially organizational, rather than informational. That is to say, they (ideally) contain a sufficient amount of information to establish a given author or title as unique, while excluding information that, while perhaps interesting to a reader, does not contribute to this goal.

In the English-speaking world, it is generally the case that a valid authority record must contain:

- A heading – name or title.
- Any cross references – other forms of the name or title that might appear in the catalog.
- Statement(s) of justification - a reference to whatever sources of information the cataloguer used to determine both the authorized and any deprecated forms of the name. This is usually done by citing the title and publication date of the source, the location of the name (or title) on that source, and the form in which it appears on that source.

2. WALS Authority Records were developed in 1986 and the years prior to FDLPL joining in 2004. We understand that the member libraries at the time paid the Online Computer Library Center (OCLC) for access to the files and for the work needed to install them within WALS. State funds were not used. We presume FDLPL did contribute to any updating or maintenance required for the authority records during the period 2004 through 2011.

3. On or about August 4, we were notified that when we withdrew from WALS we could not retain a copy of the Authority File. When our Director pointed out that there was no cost associated with allowing us to have a copy he was told by Mr. Gilderson-Duwe that *"The issue is the creation and maintenance of authority records is a service that arises out of a cooperative approach to library automation; an approach that Fond du Lac PL has rejected."*

4. On August 8 our Director pointed out that over the last eight years FDLPL had contributed funds to WALIS and that our membership had also contributed state funds which were available to maintain the authority file. He asked Mr. Gilderson-Duwe to reconsider his decision.

5. On August 15 Mr. Gilderson-Duwe replied and stated that after consideration, he had decided to stick to his decision. He also stated that most of the authority work was done in 1986 and in the years prior to FDLPL joining in 2004. The cost of that work was primarily paid for by the original member libraries and not from state funds. FDLPL brought no authority records into the WALIS ILS when it arrived and should not carry them out when it leaves. *"To allow FDLPL to export the authority records for free would be unfair to the remaining WALIS libraries who face higher costs for WALIS and/or reduced services as a consequence of FDLPL's departure."*

6. It is our belief that "fairness" is not at issue here. Instead, this is retribution for FDLPL's decision to leave WALIS. I would like to remind the board that this was a decision forced upon us when WALIS refused to reduce costs to member libraries. This decision was not taken lightly and it was not taken because we had any major concerns with the level and quality of service received by FDLPL from WALIS. This decision was made because the FDLPL Board faced a severe financial crisis and had to reduce expenditures.

- Spoke personally with Mr. Thomas Herre, Fond du Lac City Manager and confirmed the city's financial situation,
- Shared this information with both the Winnefox Library System Board of Trustees as well as in meetings with four of the five other library boards within Fond du Lac County, two of which were attended by Ms. Boehning and Mr. Arendt.
- FDLPL Board took this action only after making cuts in staff and operations to the point where further reductions would seriously affect services to our patrons.