Cooperative Purchasing Advisory Committee (CooPAC) Minutes
May 09, 2017, 2:00-3:00
by GoToMeeting

Attendees: Katie Aldrich (Northcentral Tech College), Amy Rachuba (Ripon College), Cory Mitchell (UW-Stout), Joe Davies, Melissa Matz, Cheryl Nessman, Diane Kastelic, Noreen Fish, Cathy Markwiese, Brunner, Gold, Coffin

Not Attending: Dana,

1. Call to order
   The meeting was called to order at 2:04 PM

2. Welcome and introductions

3. Review agenda
   No questions or additions to the agenda were presented.

4. Approve February 2017 notes
   No changes to the notes were called for. Aldrich called for a motion to pass the notes as presented. Mitchell moved, Cheryl seconded. Notes passed.

5. Updates from previous meetings
   a. MyWiLS
      Aldrich asked for feedback on the new MyWiLS. Matz: is there a way to filter by school? Gold: We can send a workaround spreadsheet, but such filtering isn’t currently an option. Mitchell: How do I tell who gets invoiced? **Could we make it explicit to whom the invoice is going?** Gold: We will ask how it’s set up now and we’ll find out if it’s possible to specify that. Request for a more general note field to return. Aldrich: It might be useful in the MyWiLS interface to have a “Contact Us” button. Aldrich: The dates being highly visible is helpful, Matz agrees.
   b. Cooperative purchasing portion of the website
      Coffin: We have been trying to figure out a way to make this portion of the website better. We want to get a sense from CooPAC about how they might use this resource. Question to the committee, how do you find out about new resources? **Cathy:** I get a million solicitations, Library Journal, conferences. Matz agrees. Mitchell: Relies heavily on other librarians in UW system, look at the stuff that WiLS sends out. Does some searching based on user questions. Nessman: We get recommendations from instructors. Diane: We also get information through Area Google Summits. Mitchell: Usually, I know what I want and then ask WiLS if we work with them. Sometimes check the site. Nessman: I usually rely on the newsletters. Also Diane. Also Cory. Coffin: Next step, after you’ve discovered it, are you looking at the product or the vendor? Mitchell: Product first. Katie: Me too, easier to compare resources. Mitchell: Can it be broken down by resource type? This is how I think about it. Matz: I’d like to be able to compare what things are and what subjects they cover. Aldrich: Could we see how many institutions subscribe? Mitchell: I’d be happy to write up my thoughts on vendors/products, but it would need to be
anonymous. Mitchell: Is there a way for members to connect to members? Matz: Could we have a product evaluation rubrick?

c. **Statewide purchases**
   Credo pivot. Sara: May 31st, ProQuest would like to reconvene to present some proposals for a statewide Ancestry product. Cathy: Could existing subscribers pro-rate into the new deal? Sara: Tumblebooks extended trial and discounted pricing.

d. **Reseller agreement review update**
   Coffin: After the last meeting, there was some feedback on the reseller agreement. We’ve revised the form for that purpose. We will be moving forward with getting the new versions re-signed.

6. **2018 strategic initiative for cooperative purchasing**
   Matz: Does WiLS have the capacity to do resources that are less than 10% off? Nessman: Many members would probably just go direct to the vendors if the discount is going to be so low anyway. Different libraries come to WiLS with different needs. Aldrich: Might the regional meetings be an opportunity for a brainstorming/feedback session on these questions. Or could we add it to the membership renewal form? What do people think about creating focus groups to help gather this information. Nessman: You’ll probably get more, and more honest answers from an anonymous survey. Give the option of followup and recruit possible focus group participants. Take those results and use them to direct a focus group. This might also help to define what success would look like. These results could be brought back to CooPAC and the committee might be able to help direct the future directions.

7. **Terms/conditions review**
   Deferred

8. **Future directions for cooperative purchasing service**
   Deferred

9. **Renewal of terms & chair**
   Members serve one year, but can renew indefinitely. Please let WiLS know if you’d like to stay on or leave the committee. Nessman, Mitchell, Matz, Noreen, Amy all willing to stay. Diane: Not sure yet, but will let you know.

Katy asks for feedback on meeting format. Mitchell, Matz, and Cathy all like the format.

Note: From Stef: Heads up that WiLS is planning on polling all members to get budget numbers that might be useful in negotiating better terms with vendor partners.

**Action Items:**

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