

WiLS Cooperative Purchasing Advisory Committee Notes
February 21, 2020
11:00 AM via GoToMeeting

To Participate

<https://zoom.us/j/745435051>

Committee Members Present:

Katie Aldrich, Northcentral Technical College
(Chair)
Noreen Fish, La Crosse Public Library
Karen Hanus, Advocate Aurora Library Network
Melissa Matz, Brookfield East High School

Cory Mitchell, UW-Stout
Amy Rachuba, Ripon College
Jill Thomas, Lawrence University

Absent: Lora Cowell, Monona Grove School District, Cathy Markwiese, Milwaukee Public Library, Cheryl Nessman, Mead Public Library

WiLS Team: Jeff Brunner, Sara Gold

Call to order: Meeting was called to order at 11:01 a.m.

Agenda Items

1. Welcome and Introductions (K. Aldrich)
2. Review / Additions to Agenda (K. Aldrich)
Discussion: No additions
3. Approve Minutes from November 2019 meeting (K. Aldrich)
Additional documents: November 2019 CooPAC Meeting Notes
Motion: Approval of Minutes
Moved to approve: M. Matz
Second: N. Fish
Results: Motion passed
Discussion: None
4. Hear and discuss changes to WiLS Reseller Agreement (J. Brunner)
Additional documents: Reseller Agreement

Discussion: J. Brunner walked through the Reseller Agreement and asked that the reference to vendor payments via American Express be updated to reflect a more generic “payment with credit card”. The committee approved this change. Another issue discussed was the adding a sentence about requesting vendors send invoices to WiLS not directly to members. The committee approved this as well. WiLS will send out a revised version of Reseller Agreement for

Coopac's review prior to the May meeting. C. Mitchell brought up the frustration of having to sign a separate license agreement with some vendors that requires review and time on his part. The current WILS Reseller Agreement does state that WILS can sign on the members behalf. WILS will take up this issue and bring something back to the committee at the May meeting

5. Present and discuss WILS License Review Definitions and Ideal Terms (J. Brunner)

Additional topics: WILS License Review Definitions and Ideal Terms

Discussion: K. Aldrich pointed out it is sometimes advantageous for members to see the licenses because they may want to negotiate some terms specific to their institution.

C. Mitchell brought up that he would like to see licenses in MyWiLS or some other password protected platform. Having access to the license terms is essential to be able to ensure compliance by members. WiLS will review the licenses posted on the website are the most recent ones available and provide an update at the May meeting .

J. Brunner reviewed his suggestions to review the ideal license and terms. He will create a google doc or something similar for the ideal license agreement and post to basecamp. Committee members will review and make suggestions to the agreement from March until May 1st and then J. Brunner will incorporate the changes and concepts into a final draft and present at the May 19th meeting. **(Jeff please incorporate the timeline you mentioned in the meeting)**

I couldn't follow the final discussion with C. Mitchell—Jeff you will need to Summarize and fill in .

6. Possible extension of future meetings (K. Aldrich)

Discussion: The meeting will follow a 60 minute format with time afterwards reserved for anyone who wants to stay and discuss anything.

7. Call for suggestions for future Taco Tuesday Potluck Topics (J. Brunner)

Discussion: Moved to Basecamp

8. Adjourn: Meeting was adjourned at 12:00 p.m.

Next Meeting: May 19th, 2020 at 10:00 AM