

WiLS Cooperative Purchasing Advisory Committee
November 7, 2019
11:00 AM via GoToMeeting

[Recording](#)

Committee Members (italics indicates absent)

Katie Aldrich, Northcentral Technical College
(Chair)
Lora Cowell, Monona Grove School District
Noreen Fish, La Crosse Public Library
Karen Hanus, Medical College of Wisconsin
Cathy Markwiese, Milwaukee Public Library

Melissa Matz, Brookfield East High School
Cory Mitchell, UW-Stout
Cheryl Nessman, UW System
Amy Rachuba, Ripon College
Jill Thomas, Lawrence University

WiLS Team: Jeff Brunner, Andi Coffin, Sara Gold

Agenda Items

1. Welcome and Introductions (K. Aldrich)

It was mentioned before the meeting that WiLS might be interested in investigating tools like GoToMeeting as cooperative purchases for membership.

Introductions were made, including everyone's favorite thing about November (cozy sweaters, Thanksgiving [friends, family, stuffing, and gravy!], harvest season, birthdays, house to yourself while others deer hunt, long underwear, Christmas prep)

2. Review / Additions to Agenda (K. Aldrich)

There were no additions to the agenda made.

3. Approve Minutes from May 2019 meeting (K. Aldrich)

Additional documents: May 2019 CoopAC Meeting Notes

N. Fish moved to approve the minutes and C. Nessman seconded. All were in favor and with no further discussion, the minutes were approved.

4. Review of Member Expectations (K. Aldrich)

Additional documents: CoopAC Member Expectations

The expectations were reviewed. There were no questions or concerns raised by committee members.

5. Present and field questions about current Reseller Agreement (J. Brunner)

*suggestions for changes will be taken at the Winter meeting

Additional documents: Reseller Agreement

As a regular task of the Committee, the Reseller Agreement is reviewed every other year. This document outlines the parameters of the relationship between WiLS and its vendor partners. At this meeting, we plan to take initial questions or comments about the Reseller Agreement. At our next meeting, we'll discuss potential changes and at the final meeting, WiLS will propose those changes for approval, if needed.

It was suggested language be strengthened that restricts vendors from invoicing members directly. WiLS will note that suggestion for the coming year and discussion will continue at the winter meeting.

6. Cooperative Purchasing Revamp Implementation Update (J. Brunner)

For communications, we are seeing an increased use of the coop@wils.org email address which is improving our response time and service to members. We continue to refine our approach to the coverage of that inbox to make sure that messages are responded to in a timely manner.

For license agreement negotiations, WiLS will soon be delivering a survey to members about their needs regarding product license review services. WiLS uses ideal license agreement guidelines to complete this service, which is typically reviewed by CoopPAC every other year, but given this information gathering initiative, that will be on hold for the time being. WiLS is also looking for expertise in the community with regards to license agreements. Later this year, we may be requesting Committee feedback on those ideal terms.

For price negotiations, we have been working more deliberately to promote our vendor partners' products and demonstrate the value of our partnership with the aim of reducing pricing and annual price increases to members. Taco Tuesdays were implemented to support this goal and in the coming year, we will be implementing monthly themed promotions and coordinating promotional work with select strategically-chosen vendors.

We are gathering information more deliberately from members about potential new vendor partners to make sure we are focusing our time appropriately.

We've also been more deliberate about facilitating communications between members and streamlining our outreach to members via the cooperative purchasing discussion lists. WiLS will be evaluating the success of those lists in the coming months.

Gratitude was shared toward WiLS staffers for the improvement of their work and for their diligence in negotiations and responsiveness.

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

It was suggested to convene a Potluck about how to retrieve and use usage statistics, perhaps incorporating COUNTER 5 updates for academic libraries or statistics used to show the growth of library use which is part of the K12 evaluation process.

It was noted that WiLS staff is always receptive to ideas for future Potlucks via email or Basecamp.

8. Adjourn

The meeting was adjourned at 11:54 am.

Next Meeting: TBD