



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**A meeting of the Marathon County Public Library Board of Trustees,
Monday, September 18, 2023, at 12:00 noon
Library Headquarters, Wausau Community Room.**

Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/389605501> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 389-605-501.**

When you enter the meeting, **PLEASE PUT YOUR COMPUTER AND PHONE ON MUTE!**

AGENDA

- 1. (12:00 p.m.) Call to Order**
- 2. Acknowledgement of Visitors**
- 3. Approval of Minutes**
- 4. Bills and Services Report**
- 5. (10 minutes) Public Comments** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for concerned citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting library-administration@mcpl.us)*
- 6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.**
 - A. President**
 - B. Other Board Members**
 - C. Library Director**
 - D. Board Committees**
 - E. Friends of the Library**
 - F. MCPL Foundation**
 - G. Wisconsin Valley Library Service**
- 7. (15 minutes) 2024 Library Budget – For Discussion and Possible Action**
- 8. (15 minutes) Library Service Highlight: Central Wisconsin Book Fest – For Discussion and Informational Purposes Only**
- 9. Announcements**
- 10. Request for Future Agenda Items**
- 11. Next Meeting Dates**
 - Monday 10/16/2023
 - Monday 11/20/2023
 - Monday 12/18/2023

12. Adjournment

Signed: 
Library Director or Designee

*All times are approximate and subject to change

*Any person planning to attend this meeting who need special accommodations in order to participate should call the Library Administration Office at 715-261-7213 or e-mail library-administration@mcpl.us one business day before the meeting

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: September 14, 2023

EMAILED TIME: 8:35 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, August 21, 2023.

Present: Kari Sweeney (remote), Becky Buch, Gary Gisselman, Brent Jacobson (remote), LeeAnn Podruch, Reid Rayome, Leah Giordano

Absent: Andrea Sheridan

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, Marla Sepnafski and over 100 additional visitors. Remote visitors: 48 additional remote visitors.

The meeting was called to order at 12:01 p.m. by Reid Rayome with a quorum present between in person and remote participation.

Reid Rayome acknowledged visitors and thanked them for their interest in the library.

A MOTION WAS MADE BY BECKY BUCH; SECONDED BY LEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE JULY 17, 2023 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY BECKY BUCH TO APPROVE THE JULY, 2023 BILLS AND SERVICES REPORT. MOTION CARRIED.

Public Comments –Members of the public shared comments.

President – None

Other Board Members – None

Director's Report – Presented in the Board packet and by Director Leah Giordano. WiLS has reached out to the Strategic Plan Steering Committee Members with a survey about the library and county. They are working on setting a date and time for the initial meeting.

Board Committees – None

Friends of the Library –

- The Friends have received a donation of artwork.
- The Friends have started selling T-shirts and totes. These items will soon be available at the Wausau main desk.

MCPL Foundation – None

Wisconsin Valley Library Service –The Board met on August 18th, primarily to discuss the budget. Trustee training is available this week live and then will be archived for future viewing at www.witrusteetraining.com.

2024 WVLS Resource Library Agreement

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE 2024 WVLS RESOURCE LIBRARY AGREEMENT AS PRESENTED. MOTION CARRIED.

Legal Implications of Public Library Rating Systems- Marathon County Corporation Counsel, Mike Puerner discussed the legal implications of a public library rating system and potential risks of implementing a rating system at the library. Several factors were discussed including First Amendment rights, who would do the rating system, viewpoint neutrality, and the legal obligation to rate objectively rather than subjectively. A rating system, though not tested in court, might subject the library board and the library to legal challenges, particularly First Amendment challenges.

The Library Board thanked Corporation Counsel for his attendance, research, and advice in this regard.

Public Library Rating Systems Discussion - The Board discussed further the implications of creating a rating system and the alternatives to a rating system.

A request was made to have Corporation Counsel submit in writing for the September Board meeting the definition of “session” as it would apply to Robert’s Rules of Order to the Library Board for the purpose of revisiting the current issue.

Announcements -None

Request for Future Agenda Items – Inclusion in the next Board packet of Corporation Counsel’s research into the definition of “session” as requested above.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO ADJOURN AT 1:52. MOTION CARRIED.


Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for September 18, 2023.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, July 17, 2023.

Present: Kari Sweeney, Becky Buch, Gary Gisselman, Brent Jacobson, LeeAnn Podruch, Reid Rayome, Leah Giordano

Absent: Andrea Sheridan (excused)

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, Marla Sepnafski and 76 additional visitors and 12 remote visitors.

The meeting was called to order at 12:00 p.m. by Kari Sweeney.
Kari Sweeney acknowledged visitors at the meeting.

A MOTION WAS MADE BY BECKY BUCH; SECONDED BY BRENT JACOBSON TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE JUNE 19, 2023 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY REID RAYOME TO APPROVE THE JUNE 2023 BILLS AND SERVICES REPORT. MOTION CARRIED.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY BECKY BUCH TO TEMPORARILY AMEND THE PROCEDURE AS LISTED FOR THIS MEETING TO ALLOW COMMENTS ON ALL TOPICS RELEVANT TO THE LIBRARY. MOTION CARRIED.

Public Comments – Members of the public shared comments. Written comments sent prior to the meeting were shared with board members.

President – None

Other Board Members – None

Director's Report – Presented in the Board packet and by Director Leah Giordano.

- The Summer Library Program is going well.
- A meeting between the director and WiLS to plan details for the Strategic Plan will happen this week.

Board Committees – None

Friends of the Library – The Friends of the Library are purchasing tote bags and T-shirts to sell to the public. Purchases from Wausau's Artrageous Weekend to be added to the MCPL collection for check out will be discussed at the next meeting.

MCPL Foundation – None

Wisconsin Valley Library Service – Trustee Training Week is August 21st-25th and can be viewed live or recorded.

Lost & Unattended Items Policy – This item was moved from the last meeting so that the new policy adheres to relevant Wisconsin Statutes.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY BRENT JACOBSON TO APPROVE THE POLICY. MOTION CARRIED.

Book Challenge appeal for *Let's Talk About it: The Teen's Guide to Sex, Relationships, and Being a Human* by Erika Moen and Matthew Nolan – The Appeal committee recommended keeping the book and not using a rating system. The Board of Trustees discussed the specific book in the appeal and the request to implement a rating system at MCPL.

A MOTION WAS MADE BY REID RAYOME; SECONDED BY LEEANN PODRUCH TO ADOPT THE RECOMMENDATION OF THE MATERIALS RECONSIDERATION REVIEW COMMITTEE AS STATED IN ITS REPORT, SPECIFICALLY THAT THE BOOK BE RETAINED IN THE COLLECTION AND THAT THE LIBRARY NOT DEVELOP, ADOPT, OR IMPLEMENT A RATING SYSTEM.

Roll Call Vote:

Reid Rayome – Yes
Gary Gisselman – Yes
Becky Buch – No
Brent Jacobson – No
LeeAnn Podruch – Yes
Kari Sweeney – Yes
Andrea Sheridan – Not Present for vote

MOTION CARRIED.

Announcements – President Kari Sweeney thanked the public for coming to the meeting.

Request for Future Agenda Items – A request was made to add an agenda item for discussion on rating systems and the potential legal ramifications of rating systems.

A MOTION WAS MADE BY BRENT JACOBSON; SECONDED BY GARY GISSELMAN TO ADJOURN AT 1:08 P.M. MOTION CARRIED.


Library Director or Designee

Marathon County Public Library Bills for Approval August, 2023

Library	
52131 Financial, Banking and Investment Services	
Unique Management Services Inc	128.15
	128.15
	Financial, Banking and Investment Service
52250 Telephone, Internet and Cable	
Charter Communications	424.78
Frontier	1,253.09
	1,677.87
	Telephone, Internet and Cable
52560 Other Special Services	
Amazon Capital Services	11.97
Baker & Taylor Company	2,110.67
Blackstone Publishing	5.90
Grey House Publishing Inc	12.50
	2,141.04
	Other Special Services
52561 Reimburse County	
Everett Roehl Marshfield Public Library	180.00
	180.00
	Reimburse County
52990 Sundry Contractual Services	
Amazon Capital Services	4.99
Baker & Taylor Company	1,418.36
Blackstone Publishing	2.95
City of Neillsville- Public Library	28.00
Colby Community Library	22.00
IROW	38.20
Loyal Public Library	13.95
Systems Technologies	600.00
Tomahawk, City	29.00
	2,157.45
	Sundry Contractual Services
53130 Printing and Forms	
Roto Graphic Printing Inc	149.00
	149.00
	Printing and Forms
53142 Software - IT	
Heartland Business Systems	523.80
	523.80
	Software - IT
53161 Books Library	
Amazon Capital Services	2,262.87
Baker & Taylor Company	28,340.64
Grey House Publishing Inc	240.00
OverDrive Inc	2,086.19
	32,929.70
	Books Library
53168 Audio-Visual Materials	
Amazon Capital Services	299.10
Baker & Taylor Company	1,828.74
Blackstone Publishing	169.17
Midwest Tape LLC	1,116.59
	3,413.60
	Audio-Visual Materials
53190 Office Supplies	
Amazon Capital Services	528.70
Mosinee, City	412.00
Staples	402.50
	1,343.20
	Office Supplies

53321 Personal Auto Mileage		257.95
Staff		<u>257.95</u>
	Personal Auto Mileage	257.95
53494 Technology Supplies		
Amazon Capital Services		81.95
	Technology Supplies	<u>81.95</u>
53916 Other Personal Effects		
Canceled check		(5.85)
	Other Personal Effects	<u>(5.85)</u>
53936 Other Supplies		
Amazon Capital Services		690.51
	Other Supplies	<u>690.51</u>
55320 Building/Offices Rent		
Marathon City, Village of		420.25
Mosinee, City		45.27
Stratford, Village		1,169.12
WI Public Service Corporation		399.19
	Building/Offices Rent	<u>2,033.83</u>
Library - Gifts/Donations		
53161 Books Library		
Amazon Capital Services		113.08
Baker & Taylor Company		624.40
	Books Library	<u>737.48</u>
53168 Audio-Visual Materials		
Baker & Taylor Company		136.75
	Audio-Visual Materials	<u>136.75</u>
53936 Other Supplies		
Amazon Capital Services		503.87
Authors Unbound Agency		1,000.00
Roto Graphic Printing Inc		51.00
Scholastic, Inc.		296.30
Strutz Entertainment		1,800.00
Tank Mates LLC		1,457.00
	Other Supplies	<u>5,108.17</u>
CIP Library		
53494 Technology Supplies		
CDW Government Inc		501.66
	Technology Supplies	<u>501.66</u>
Grand Total		54,186.26

Marathon County Public Library Budget vs Actual (Library cost center) for August, 2023

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<u>Library Cost Center</u>				
Revenues				
46170 Sale of Maps, Poll Lists, Copies	\$ 10,000.00	\$ 1,380.11	\$ 4,269.08	\$ (5,730.92)
46190 Other General Government Fees	\$ 20,000.00	\$ 2,225.00	\$ 21,991.54	\$ 1,991.54
46710 Library Fees	\$ 50,000.00	\$ 3,367.18	\$ 33,595.33	\$ (16,404.67)
48200 Rental of Buildings and Property	\$ 43,153.00	\$ 10,538.25	\$ 31,614.75	\$ (11,538.25)
49210 Transfer from the General Fund	\$ 356,603.00	\$ -	\$ 356,603.00	\$ -
Total Revenues	\$ 479,756.00	\$ 17,510.54	\$ 448,073.70	\$ (31,682.30)
Personnel Expenses				
51111 Salaries and Wages	\$ 2,087,903.00	\$ 151,964.13	\$ 1,270,889.87	\$ 817,013.13
51120 Overtime	\$ -	\$ -	\$ -	\$ -
51390 Other Special Pay	\$ (69,000.00)	\$ 1,709.78	\$ 13,905.48	\$ (82,905.48)
51510 Social Security	\$ 159,783.00	\$ 10,981.92	\$ 91,942.61	\$ 67,840.39
51520 Retirement Employers Share	\$ 131,080.00	\$ 9,630.67	\$ 67,638.23	\$ 63,441.77
51541 Dental Insurance	\$ 12,651.00	\$ 918.09	\$ 6,994.08	\$ 5,656.92
51550 Life Insurance	\$ 943.00	\$ 37.20	\$ 275.45	\$ 667.55
51560 Workers Compensation	\$ 1,283.00	\$ 261.77	\$ 1,854.91	\$ (571.91)
51580 Unemployment Compensation	\$ 2,085.00	\$ -	\$ -	\$ 2,085.00
51590 Other Employer Contributions	\$ 37,998.00	\$ 2,337.00	\$ 27,498.46	\$ 10,499.54
51593 Health Insurance	\$ 500,900.00	\$ 34,883.55	\$ 269,807.38	\$ 231,092.62
Personnel Expenses Total	\$ 2,865,626.00	\$ 212,724.11	\$ 1,750,806.47	\$ 1,114,819.53

Operating Expenses

52130 Accounting and Audit Services	\$	1,300.00	\$	-	\$	-	\$	1,300.00
52131 Financial, Banking and Investment Services	\$	1,300.00	\$	128.15	\$	652.40	\$	647.60
52140 Technology Services	\$	27,500.00	\$	-	\$	-	\$	27,500.00
52192 Other Professional Services	\$	6,500.00	\$	-	\$	-	\$	6,500.00
52250 Telephone, Internet and Cable	\$	25,000.00	\$	1,677.87	\$	11,364.40	\$	13,635.60
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	6,059.00	\$	441.00
52560 Other Special Services	\$	47,000.00	\$	2,141.04	\$	20,540.79	\$	26,459.21
52561 Reimburse County	\$	5,000.00	\$	180.00	\$	5,502.00	\$	(502.00)
52932 Copier Charges	\$	-	\$	-	\$	3,377.32	\$	(3,377.32)
52990 Sundry Contractual Services	\$	9,000.00	\$	2,157.45	\$	5,011.54	\$	3,988.46
53110 Postage and Courier	\$	2,500.00	\$	-	\$	752.28	\$	1,747.72
53130 Printing and Forms	\$	10,000.00	\$	149.00	\$	3,880.00	\$	6,120.00
53142 Software - IT	\$	-	\$	523.80	\$	3,053.00	\$	(3,053.00)
53161 Books Library	\$	280,326.00	\$	32,929.70	\$	161,750.40	\$	118,575.60
53168 Audio-Visual Materials	\$	60,527.00	\$	3,413.60	\$	30,721.33	\$	29,805.67
53169 E-Books Library	\$	29,100.00	\$	-	\$	29,088.59	\$	11.41
53190 Office Supplies	\$	28,800.00	\$	1,343.20	\$	17,009.20	\$	11,790.80
53220 Subscriptions	\$	19,000.00	\$	(75.00)	\$	2,387.08	\$	16,612.92
53221 Electronic Subscriptions	\$	21,000.00	\$	75.00	\$	15,657.93	\$	5,342.07
53240 Membership Dues	\$	104,701.00	\$	-	\$	104,181.84	\$	519.16
53250 Registration Fees/tuition	\$	4,000.00	\$	-	\$	974.00	\$	3,026.00
53260 Advertising	\$	4,000.00	\$	-	\$	1,067.20	\$	2,932.80
53321 Personal Auto Mileage	\$	3,000.00	\$	257.95	\$	1,072.33	\$	1,927.67
53350 Meals	\$	400.00	\$	-	\$	-	\$	400.00
53360 Lodging	\$	400.00	\$	-	\$	-	\$	400.00
53410 Meeting Expenses	\$	2,000.00	\$	-	\$	479.85	\$	1,520.15

53494 Technology Supplies	\$	10,000.00	\$	81.95	\$	1,647.11	\$	8,352.89
53916 Other Personal Effects	\$	-	\$	(5.85)	\$	63.90	\$	(63.90)
53936 Other Supplies	\$	13,000.00	\$	690.51	\$	4,802.52	\$	8,197.48
55190 Insurance Other Premiums	\$	44,961.00	\$	-	\$	-	\$	44,961.00
55320 Building/Offices Rent	\$	65,000.00	\$	2,033.83	\$	32,430.59	\$	32,569.41
Operating Expenses Total	\$	831,815.00	\$	47,702.20	\$	463,526.60	\$	368,288.40
Total Expenditures	\$	3,697,441.00	\$	260,426.31	\$	2,214,333.07	\$	1,483,107.93
Net	\$	(3,217,685.00)	\$	(242,915.77)	\$	(1,766,259.37)	\$	1,451,425.63

Marathon County Public Library Budget vs Actual (additional cost centers) August, 2023

	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
Library - Gift/Donation Cost Center				
Total Revenues	167,326.00	10,000.00	236,384.54	69,058.54
Total Expenditures	167,326.00	5,982.40	45,853.60	121,472.40
Library - Gift/Donation Cost Center Net	0.00	4,017.60	190,530.94	190,530.94
CIP- Library Cost Center				
Total Revenues	639,835.00	0.60	639,837.50	2.50
Total Expenditures	639,835.00	501.66	121,475.15	518,359.85
CIP-Library Net Change	0.00	(501.06)	518,362.35	518,362.35

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of August 2023

Branch	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE	2022 YEAR-to-DATE	2023 YEAR-to-DATE	% CHANGE
ATHENS	1,223	1,109	-9.32%	10,451	12,782	22.30%
EDGAR	1,795	1,090	-39.28%	13,106	10,090	-23.01%
HATLEY	2,225	2,312	3.91%	13,836	15,416	11.42%
MARATHON	3,036	2,695	-11.23%	22,423	20,484	-8.65%
MOSINEE	2,811	2,742	-2.45%	19,453	20,656	6.18%
ROTHSCHILD	9,218	8,086	-12.28%	64,134	65,111	1.52%
SPENCER	1,284	1,118	-12.93%	9,162	9,180	0.20%
STRATFORD	1,983	2,543	28.24%	15,625	17,326	10.89%
WAUSAU	35,335	34,744	-1.67%	234,517	248,761	6.07%
WAUSAU DRIVE UP	1,743	1,806	3.61%	15,101	14,478	-4.13%
HOMEBOUND	826	519	-37.17%	7,236	4,898	-32.31%
ILL	212	159	-25.00%	1,418	1,320	-6.91%
OVERDRIVE	14,720	16,443	11.71%	112,307	124,329	10.70%
GRAND TOTAL	76,411	75,366	-1.37%	538,769	564,831	4.84%

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

August 2023

	CUSTOMER STATISTICAL CLASSES								TOTAL NON-RESIDENT CIRC	TOTAL CIRC	% of CIRC by BRANCH
	WVLS-CLARK	WVLS-LANGLADE	WVLS-LINCOLN	SCLS-PORTAGE	NFLS-SHAWANO	WVLS-TAYLOR	SCLS-WOOD				
ATHENS	91	0	18	0	0	432	0	541	12,782	4.23%	
EDGAR	0	0	9	0	0	0	0	9	10,090	0.09%	
HATLEY	0	0	6	0	0	0	0	6	15,416	0.04%	
MARATHON	1	0	3	1	0	3	0	8	20,484	0.04%	
MOSINEE	1	0	0	62	0	0	2	65	20,656	0.31%	
ROTHSCHILD	53	0	6	59	0	1	4	123	65,111	0.19%	
SPENCER	318	0	0	0	0	15	2	335	9,180	3.65%	
STRATFORD	3	0	0	0	0	1	0	4	17,326	0.02%	
WAUSAU	95	0	2,100	158	0	91	0	2,444	248,761	0.98%	
WAUSAU DRIVE UP	0	0	95	0	0	0	0	95	14,478	0.66%	
MISC*									130,547		
TOTAL MCPL	562	0	2,237	280	0	543	8	3,630	564,831	0.64%	
% of CIRC by COUNTY	0.10%	0.00%	0.40%	0.05%	0.00%	0.10%	0.00%				

*MISC=HOMEBOUND,WVLS-D,WVLS-L,III, OVERDRIVE

TOTAL MONTHLY CUSTOMER COUNT

For the month of August 2023

	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	66,234	51,634	-22.04%
RESIDENT CHILD	8,155	8,483	4.02%
HOMEBOUND	172	95	-44.77%
STAFF	66	66	0.00%
TEMPORARY	463	571	23.33%
TOTAL FOR MARATHON COUNTY	75,090	60,849	-18.97%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,982	2,523	-15.39%
CHILD	220	228	3.64%
TEMPORARY	25	24	-4.00%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,227	2,775	-14.01%
INTERLIBRARY LOAN			
ILL	402	411	2.24%
GRAND TOTAL	78,719	64,035	-18.65%



Marathon County Public Library

Director Report

September 2023

Highlights

Strategic Plan Update



WiLS consultants Laura D and Melissa M hosted the “Dream Big with MCPL” steering committee virtual kick-off meeting on September 5. During the meeting, steering committee members were able to introduce themselves to the group, learn more about their role in the creation of the library’s strategic plan, and start to build a community contact list for future community conversations. I am pleased to report that we have an exceptional group of influential community members who have already added value to this monumental process for the library.

During this next phase, consultants will be focused on extensive data gathering through area demographic and DPI reports, as well as community and staff engagement through: SOAR (strengths, opportunities, aspirations and results) sessions, community gatherings, stakeholder interviews, surveys, and community Q&A boards.

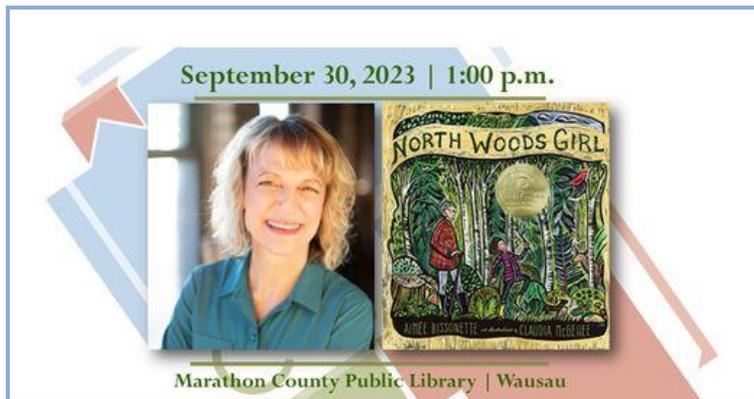
Central Wisconsin Book Festival 2023

The Central Wisconsin Book Festival began in 2017 as an initiative of the Marathon County Public Library in Wausau, WI and takes place annually around the second half of September. The festival remains under MCPL’s umbrella and is organized by about a dozen community volunteers. In 2021, our festival expanded to include the participation of the Portage County Public Library in Stevens Point, WI and McMillan Memorial Library in Wisconsin Rapids, WI. Our three libraries remain annual partners for this festival and you’ll find events in a variety of places in each city as well as a few virtual events!

The idea was, and continues to be, to provide lovers of literature in Central Wisconsin and beyond with a chance to hear and meet a multitude of authors – some they know, some they don't – over the course of several days or even a week or more. This year most events are held Thursday, September 28th through Sunday, October 1st.

Highlights from the 2023 lineup include:

- A Community Read of the *Firekeeper's Daughter* by Angeline Boulley
- An Evening with Angeline Boulley via Zoom
- Fiction (and Funny) with Author Lorna Landvik
- Nature Connections for Children with Aimée Bissonette
- "Small Town Wisconsin" with Mary Bergin
- "Chinese Prodigal" with David Shih
- A Writer's Life with Victoria Houston
- ... and so much more!



The Festival is almost entirely grant-funded and is free to attend! All event details can be found on the Marathon County Public Library website at mcpl.us/cwbf. -Chad D, Library Specialist

Library Services

August saw the end of our Summer Library Program (SLP) and gave Library Services an opportunity to plan for a busy autumn. Over the course of the summer, we gave over 600 books to the 500 children who participated in our SLP. We were thrilled to have such a successful year and to empower so many young readers across Marathon County. We are already planning for next year's SLP—stay tuned for more literary fun in 2024! August story times at our local parks continued to be a hit with over 50 people in attendance at each event. Due to the success of Story Time at the Parks, we are already planning to offer the program again next summer. In collaboration with Marathon County Parks & Recreation, Youth Services staff led a space-themed story time at the popular Wausau Under the Stars event in Sunny Vale Park. Teens joined us for the last Dungeons and Dragons event where they raved about the program. We have monthly D&D themed events for teens planned throughout the rest of 2023 and hope to see many of these young people back in the library. DIY friendship bracelets, therapy dogs, and Pokémon Club continued to be popular with children and families as summer winds down.

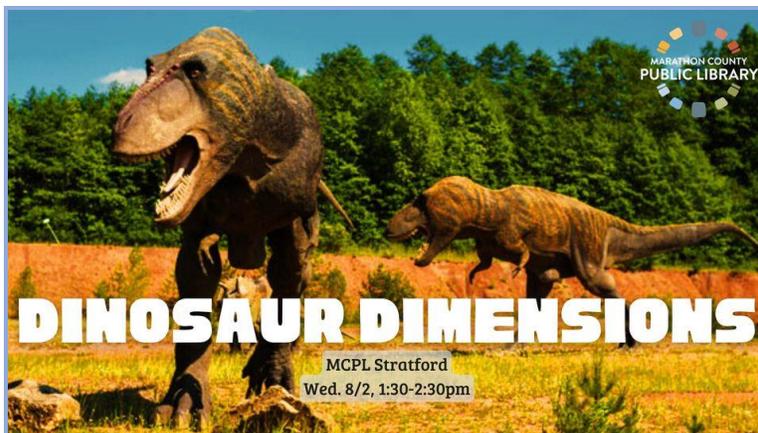
Our Adult Services team is hard at work preparing for the upcoming Central Wisconsin Book Festival and fall programming. September 1st ushers in a whole host of excitement at the library. Led by our Event Coordinator and a team of volunteers, the Central Wisconsin Book Festival activities begin on September 1st with the Poetry Walk in downtown Wausau and Steven's Point. Throughout the month of August, our Marketing Specialist brainstormed an exciting and fun way to encourage Marathon County residents to get a library card or renew an inactive card. Our Library Card Sign up Drive begins September 1st. During the month of September, Marathon County residents can sign up for a library card at any of our locations and enter to win a raffle for library-themed prizes. In August, we collaborated with the Wausau ECDC Multicultural Community Center to organize a book display in the library for Welcoming Week. Other August programming highlights include the MCPL-wide Artist Celebration Weekend in honor of American Artist Appreciation Month, Let's Talk! Social Hour, Extensions Gardening: Herbaceous Ornamentals, and Anime After Dark.

Library Services also had the opportunity to attend AED training with a representative from Marathon County.
-Katelyn S, Library Services Manager

Branches

Summer has been a fun and busy time across all of our locations. It would be impossible to share all of the wonderful things happening in all of our locations this summer, but here are some highlights. Additional information (and photos!) can be found on our social media.

Dinosaur Dimensions filled the air with thrills, chills and Jurassic Jump Scares at both our Stratford and Rothschild branches on Aug. 2. More than 80 people in Stratford and 250 in Rothschild enjoyed the very entertaining and fascinating puppet show that incorporated prehistoric facts, fossils and fun!



Edgar hosted a stuffed animal sleepover event on the 21st and had 16 in attendance. Children were able to drop off a favorite stuffed animal and then received photos of all the fun things their stuffed friends got up to while the library was closed. This event is always a favorite!

Patrons at all locations enjoyed our book and art display for American Artist Appreciation Weekend on Aug. 4 and 5, and participated in our creative DIY Artist Stations inspired by famous American artists.

Book Club and Family Story Time continue to be well attended at many of our locations. Patrons have also visited our locations for a variety of craft weeks, Lego events, sidewalk chalk parties, and educational programs. Creative book displays were featured at all locations including ones like “The Dog Days of Summer,” “Back to School,” “But wait...it’s still summer,” and “Fire and Ice.

All locations are working with Kayla and James on a graphic novel relabeling project. This will help make the collection easier to shelve and will help patrons and staff better find what they are looking for.

Regarding facilities, in Hatley, the AC for the library portion of the building has not been working correctly. Bauer Plumbing and Heating has been out multiple times to figure out the issue and we are hopeful it will be fully functional within the first week of September! In Edgar, the new parking lot project was completed on 8/31. It looks great! In Mosinee, new locks were installed to the three outer most doors of the Mosinee Branch.

In staffing news, Kitty R took over as Athens Branch Coordinator on August 21. She lives in the Athens area and is happy to be back home. Thank you to everyone who helped at Athens this month during the transitional time. Kitty and Shahara are prepping for the move to the new building and are busy sorting and organizing. Interviews for the open Marathon City position were held on August 9th and 11th. They went well and we will hopefully have a new team member starting soon.

–Laura W, Branch Team Lead

Follow Up on the Library Board’s Definition of Session

Please note that as requested, Marathon County’s Corporation Counsel has provided guidance on the definition of ‘session’ as it relates to the Marathon County Public Library Board of Trustees meetings. This memo can be found on the next page.

Memo

To: Marathon County Library Board
From: Mike Puerner, Corporation Counsel
Date: September 13, 2023
Re: Definition of “Session”

Marathon County Library Board Trustees:

At your previous meeting, Trustee Jacobson asked for research to be completed regarding how a session is defined for the purposes of meetings of the Marathon County Library Board. After reviewing the question, I find that the Library Board’s current operating definition of session is, as defined in Robert’s Rules of Order, a single meeting of the Board of Trustees, as there is no alternative statutory definition or related Library Board bylaw creating a different definition.

Applicable Statutory Authority

Wisconsin law does not define the length of a session for a Library Board of Trustees. Wisconsin Statute Section 43.57(5)(a)1 makes it clear that the membership of a Library Board is divided into three equal groups with staggered terms, meaning that the entirety of the Library Board does not turn over at a single point in time, but instead its members have differing terms of office. Neither this statutory section, nor the entirety of Chapter 43, define what a session is for a Library Board.

Robert’s Rules of Order

As identified in the Marathon County Library Board’s Bylaws, Robert’s Rules of Order, the latest revised edition, govern the parliamentary procedure of the board’s meetings. Article IV, Section 7, Marathon County Library Board Bylaws, <https://mcpl.us/about/policies/bylaws-for-the-marathon-county-public-library-board-of-trustees/>.

In section 8:2 of Robert’s Rules of Order, a session of an assembly, “unless otherwise defined by the bylaws or governing rules of the particular organization or body, is a meeting or series of connected meetings devoted to a single order of business, program, agenda, or announced purpose, in which – when there is more than one meeting – each succeeding meeting is

scheduled with a view to continuing business at the point where it was left off at the previous meeting.” Section 8:3 of Robert’s further states that, “[i]n a permanent society whose bylaws provide for regular weekly, monthly, or quarterly meetings that go through an established order of business in a single afternoon or evening, each ‘meeting’ of this kind normally completes a separate session – unless the assembly at such a meeting schedules an adjourned meeting.” Robert’s further states that this rule is the “common parliamentary law and holds except where the bylaws provide otherwise.”

Bylaws

The Bylaws of the Board of Trustees does not contain a definition of “session”. The Bylaws do set forth regular monthly meetings that go through an established order of business in a single afternoon. Additionally, in reviewing the Library Board’s past agendas, the Library Board does not schedule or set successive adjourned meetings, but instead holds new meetings each month. Under the Robert’s Rules interpretation of “session,” each successive monthly meeting of the Library Board would constitute a separate session.

Alternative Interpretations

The Library Board’s Bylaws do indicate that, in January of each year, an annual meeting of the Library Board is held. Article IV, Section 2, Marathon County Library Board Bylaws, <https://mcpl.us/about/policies/bylaws-for-the-marathon-county-public-library-board-of-trustees/>. An argument could be made that the 12 months between each annual meeting constitutes an individual session. However, the Library Board has not adopted this definition in its own bylaws and has specifically adopted Robert’s Rules of Order when its Bylaws are silent. Further, the Library Board does not schedule each successive monthly meeting as an “adjourned” meeting so as to continue the action from the previous meeting in one continuing session. Accordingly, without a specific definition adopted by the Library Board, I cannot find there is an expressed intent of the Board to stray from the default rule as outlined in Robert’s. As Robert’s indicates, if a body does not “expect to convene until the next ‘regular meeting’ prescribed by rule or bylaw,” the effect of adjournment at a particular meeting is to close the session at hand. Robert’s Rules of Order, § 8:9.

Importance of Session

The significance of the term of a session of a deliberative body is, in part, the renewability of motions. The same or substantially the same question cannot be brought up a second time during the same session except by means of a motion to reconsider or related parliamentary motions. Robert’s Rules of Order, § 8:15; § 38. At a later session, such a motion can be renewed without parliamentary prohibition. Robert’s Rules of Order, § 8:15; §9:9.

Recommendations

I do recommend that the Library Board consider adopting a definition of session in its bylaws to clearly state its intention. In reviewing the Bylaws, a definition that coincides with the Board's annual meeting would seem to fit well within the context of the Board's existing and historical operations. However, the decision on whether to adopt a definition, and what that definition may be, is ultimately up to the Board of Trustees.

Conclusion

Because the Library Board's Bylaws do not adopt an alternative definition of "session," and because the default definition of a session is, as defined in Robert's Rules of Order, a single meeting of the Board of Trustees, I find that this default definition applies to the Library Board of Trustees unless and until an alternative definition is adopted.

A handwritten signature in black ink, appearing to read "Michael Puerner". The signature is fluid and cursive, with a large initial "M" and a long, sweeping underline.

Michael Puerner
Corporation Counsel
Marathon County

Library Services Statistics & Activities

News

- Chad led a virtual Programming Refresher Training for MCPL staff on August 3
- Chad attended Central Wisconsin Book Festival meetings on August 7 and August 28
- Taylor, Julie, and Katelyn attended the Team Leads meeting on August 9
- Allycia, Kate, Rose, and Taylor attended the Policy and Procedures Committee meeting on August 19
- Library Services staff participated in the orientation for the new Athens Coordinator, Kitty R., on August 21
- Taylor met with members of the Children's Wisconsin team to organize LENA supplies on August 21
- The Adult Services team met for their bimonthly meeting (Julie, Chad, Jordan, Allycia, Jailin, and Kathy in attendance) on August 21
- The Youth Services team (Taylor, Tara, Rose, Elizabeth, Katelyn in attendance) met for their monthly meeting on August 24
- Chad, Jailin, Tara, and Katelyn attended AED training on August 24
- The Programming Committee (Chad, Julie, Taylor, Katelyn in attendance) met on August 28
- Elizabeth's last day was August 31; we all wish her well on her next adventure!
- Allycia organized a Library Card Signup Month Drive that will begin at all MCPL locations on September 1
- Allycia collaborated with the Wausau ECDC Multicultural Community Center to organize a book display for Welcoming Week
- Chad continued organizing and planning events for the upcoming Central Wisconsin Book Festival
- Ben continued creating and distributing the marketing and advertising materials for the upcoming Central Wisconsin Book Festival
- Ben completed and distributed the bimonthly MCPL newsletter
- Ben researched Google licensing options to evaluate cost-saving changes to our G Suite subscription
- Ben continued working with CCITC and researching Microsoft licensing to support the use of SharePoint/Teams as a replacement for the MCPL staff intranet
- The final summer teen D&D program was held in August; an average of 14 teens attended this program at the library every week and feedback from participants was very positive
- Jailin and Julie continued to plan teen D&D events for the fall and winter due to the success of the summer D&D campaign
- Jailin sent out the quarterly Homebound newsletter to Homebound patrons
- Jordan is getting more familiar with library resources like Ancestry and Mango Languages by researching family history and learning Spanish speaking skills; he is settling into the team very well!
- Tara attended an event at the Medford Public Library and was inspired with new program and signage ideas
- Julie met with Islands of Brilliance, a group working with Autistic adults and teens, to discuss library resources
- Julie and Jailin covered at multiple branch locations during the month of August
- Rose led a space-themed story time at the Wausau Under the Stars event at Sunny Vale Park in collaboration with the Marathon County Parks and Recreation Department
- Library Services staff participated in professional development activities throughout the month of August
- Book displays this month included American Artist Appreciation Month, Welcoming Week with the ECDC, Books that Inspired TV Shows, Dungeons and Dragons Inspired Fantasy, and more
- Katelyn held interviews (alongside Taylor and Heather W.) for the open Library Specialist Position on July 31 and August 2

- Katelyn held interview (alongside Lisa H. and Heather W.) for the open Library Assistant Position at the Marathon City Branch on August 9 and 11
- Katelyn visited all MCPL locations on August 3 to drop off artwork for the Artist Celebration Weekend event
- Katelyn attended a virtual WLA LDI meeting on August 9; attended a virtual networking chat for the program on August 30
- Katelyn organized and held orientation for Kitty R, the new Athens Branch Coordinator on August 21
- Katelyn attended the Library Board meeting on August 21
- Katelyn attended a budget-related meeting on August 30
- Katelyn held rounding with individual staff throughout the month
- MCPL study rooms were booked 75 times in August
- Notary: 15 appointments
- Proctoring: 1
- Tech Time: 7 appointments
- Homebound Services:
 - Items sent out: 348
 - Volunteer deliveries completed: 15
 - New (or recently returned) HB patrons: 6
 - Active HB accts at the start of the month: 87
 - Reading slips, letters, or notes received: 33
 - Activity packets sent: 0
 - Patrons directed to WTBBL: 1
- Weeding:
 - Marathon: Juvenile Nonfiction
 - Spencer: Adult Nonfiction
 - Stratford: Adult Music CD and Adult Biographies
 - Wausau: Juvenile Nonfiction, Storage, Adult Fiction

Events and Programs

Youth Events

Story Times:

- August 1: Family Story Time—30
- August 2: Play and Learn—18
- August 2: Play and Learn—22
- August 3: Family Story Time—36
- August 7: Family Story Time at Sylvan Hill Park--50
- August 8: Family Story Time—44
- August 9: Play and Learn—24
- August 9: Play and Learn—24
- August 10: Family Story Time—32
- August 15: Family Story Time—25
- August 17: Family Story Time—26
- August 21: Story Time at Riverlife Park—30
- August 23: Play and Learn—9
- August 23: Play and Learn—38
- August 30: Play and Learn—18
- August 30: Play and Learn —34

Other Programs:

- August 1: Teen Dungeons and Dragons—14
- August 3: LENA—7

- August 3: Read to a Therapy Dog—31
- July 31-August 5: Friendship Bracelet DIY—92
- August 8: Pokémon Club—44
- August 8: Teen Dungeons and Dragons—11
- August 10: Read to a Therapy Dog—24
- August 10: LENA—7
- August 10: Teen Magnetic Poetry—3
- August 10: LEGO Club —26
- August 15: Teen Dungeons and Dragons—15
- August 17: LENA—8
- August 22: T-Rex with Dino Chris—12
- August 22: Teen Dungeons and Dragons—11
- August SLP BINGO Card Young Child—11
- August SLP BINGO Card Child—20
- August SLP BINGO Card Young Adult—3
- **Number of August Youth Services programs – 34**
- **Total attendance for August Youth Services programs – 765**

Adults/All Ages Events

- Aug. 4-5: Artist Appreciation Weekend – 15
- Aug. 9: Let’s Talk! Social Hour – 7
- Aug. 16: Extension Gardening: Herbaceous Ornamentals (2 sessions) – 7
- Aug. 31: Anime After Dark - 11
- **Number of August programs and activities – 5**
- **Total attendance/participation for August programs – 40**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 4,996 followers (+26)
 - New likes (+18)
 - Unfollows (0)
- Twitter: 1,223 followers (-0)
- Pinterest: 967 followers (-0)
- Goodreads: 330 friends (+0); 1,462 reviews (+3)
- Instagram: 1,098 followers (+12)
- YouTube: 514 subscribers (-1)

Hot Happenings in the River District (email newsletter)

- August 9 – Community Read: Firekeeper’s Daughter
- August 16 – Friends of MCPL Members-Only Book Sale
- August 23 – 2023 Poetry Walk (CWBF)
- August 31 – Library Card Signup Drive

WIFC 95.5 FM

- August 21 - Marathon County Public Library Board of Trustees Hears From Public On Book Rating System <https://wifc.com/2023/08/21/marathon-county-public-library-board-of-trustees-hears-from-public-on-book-rating-system/> (Same article as WSAU 550 AM, below.)

WOAW Channel 9

- August 4 – Marathon County Library is selling books for a great cause - https://www.waow.com/community/marathon-county-library-is-selling-books-for-a-great-cause/article_b87f2e20-32fc-11ee-8ce2-7393612fa4e1.html

- August 21 – Dozens share their view on a library rating system - https://www.waow.com/news/top-stories/dozens-share-their-view-on-a-library-rating-system/article_3b8e4c8e-407b-11ee-9c8b-2318b0f11213.html

WSAU 550 AM

- August 21 - Marathon County Public Library Board of Trustees Hears From Public On Book Rating System - <https://wsau.com/2023/08/21/marathon-county-public-library-board-of-trustees-hears-from-public-on-rating-system/>

WSAW Channel 7

- August 8 – Last day to read to therapy dogs at Library for summer is Thursday - <https://www.wsaw.com/2023/08/08/last-day-read-therapy-dogs-library-summer-is-thursday/>
- August 28 – MCPL Marathon City to offer free Plant Swap event Sept. 11-16 - <https://www.wsaw.com/2023/08/28/mcpl-marathon-city-offer-free-plant-swap-event-sept-11-16/>

City Pages

- August 3 – Ongoing – Mobile Wi-Fi Hotspots Available at MCPL; Events – Check Out WI State Parks at Your Library, Friends of MCPL Members Only Book Sale, Crafts & Games Social Hour (MOS), Artist Celebration Weekend, Edgar Book Club, Hatley Book Club, Athens Book Club, Social Hour for Adults (WAU), Marathon City Book Club, Stratford Book Club, Mosinee Book Club; Kids/Teens – Wausau Family Story Time, Outdoor Story Time (HAT), Wausau Play & Learn Story Time, Marathon City Family Story Time, Read to a Therapy Dog (WAU), Summer Lego Block Party (MAR), Summer Lego Block Party (ROT), Sidewalk Chalk Art (MAR), Magnet Craft (MOS), Farm Animal Puppets (ATH), Story Time at the Park, Athens Family Story Time, Clothespin Sunflower Craft (HAT), Rothschild Family Story Time, Pokemon Club (WAU), Magnetic Poetry for Teens (WAU), Summer Lego Block Party (WAU), Young Foodies: Salad Galore (WAU), Magnet Craft (ROT), Magnet Craft (HAT), Crazy Textures (WAU), Edgar Family Story Time, Sidewalk Chalk Art (STR), Stratford Family Story Time
- August 10 - Ongoing – Mobile Wi-Fi Hotspots Available at MCPL; Events – Marathon City Book Club, Stratford Book Club, Friends of MCPL Members Only Book Sale,
- August 24 - Cover Story – Book Battle: How a culture war over books at the Marathon County Public Library is starting to boil over; Ongoing – Mobile Wi-Fi Hotspots available at MCPL; Events – No-Sew Book Bag Craft (ROT), Anime After Dark: Anime for Adults (WAU), Wausau Poetry Walk (CWBF), Library Card Signup Drive (ALL), Plant Swap (MOS)
- August 31 - Ongoing – Mobile Wi-Fi Hotspots Available at MCPL; Events – Anime After Dark: Anime for Adults (WAU), Wausau Poetry Walk (CWBF), Library Card Signup Drive (ALL), Plant Swap (MOS), Crafts & Games Social Hour (MOS), Marathon City Book Club, Plant Swap (MAR), Edgar Book Club, Hatley Book Club, Cribbage at the Library (SPE), Athens Book Club, Mosinee Book Club, As the Page Turns Book Club (SPE), Community Read Discussion Group: “Firekeeper’s Daughter” by Angeline Boulley, Stratford Book club, Rothschild Book Club

Mosinee Times

- August 3 – Monthly Social Hour for Adults Offered at MCPL Wausau
- August 10 – August History Speaks Program Will Feature Henry Kanemoto; Adults & Teens Invited to Learn About the T-Rex at MCPL Wausau
- August 26 – MCPL Rothschild to offer No-sew Book Bag Craft; MCPL to hold Library Card Signup Drive September 1-30

Record Review

- August 2 – People
 - Athens – MCPL Story Times, Farm Puppets, MCPL Book Club
 - Edgar – MCPL Story Times, MCPL Book Club
 - Marathon City – Sidewalk Chalk Art, MCPL Story Times, MCPL Book Club, Lego Block Parties
 - Stratford – MCPL Story Time, MCPL Book Club
- August 9 – People

Juvenile Audiobooks	\$9,000.00	\$0.00	\$9,000.00	\$750.00	\$1,855.59	\$7,144.41	79%
Juvenile CDs	\$500.00	\$0.00	\$500.00	\$41.67	\$310.86	\$189.14	38%
Juvenile DVDs	\$8,500.00	\$22.48	\$8,522.48	\$708.33	\$4,746.43	\$3,776.05	44%
Juvenile Video Games	\$2,300.00	\$30.68	\$2,330.68	\$191.67	\$521.03	\$1,809.65	78%
Young Adult Audio Books	\$1,650.00	\$70.35	\$1,720.35	\$137.50	\$766.52	\$953.83	55%
Juvenile e-books	\$1,500.00	\$0.00	\$1,500.00	\$125.00	\$134.08	\$1,365.92	91%
Youth AV Subtotal	\$23,450.00	\$123.51	\$23,573.51	\$1,954.17	\$8,334.51	\$15,239.00	65%
Juvenile Fiction	\$25,500.00	\$55.72	\$25,555.72	\$2,125.00	\$7,852.46	\$17,703.26	69%
Juvenile NonFiction	\$27,500.00	\$57.47	\$27,557.47	\$2,291.67	\$11,273.73	\$16,283.74	59%
Juvenile Picture Books	\$30,000.00	\$104.35	\$30,104.35	\$2,500.00	\$10,471.94	\$19,632.41	65%
Juvenile Spanish	\$1,400.00	\$0.00	\$1,400.00	\$116.67	\$452.61	\$947.39	68%
Juvenile Standing Order Print	\$7,500.00	\$0.00	\$7,500.00	\$625.00	\$1,297.33	\$6,202.67	83%
Young Adult Fiction	\$12,000.00	\$43.96	\$12,043.96	\$1,000.00	\$3,138.34	\$8,905.62	74%
Young Adult Graphic Novels	\$3,500.00	\$142.16	\$3,642.16	\$291.67	\$1,073.43	\$2,568.73	71%
Young Adult NonFiction	\$3,400.00	\$0.00	\$3,400.00	\$283.33	\$1,642.84	\$1,757.16	52%
Youth Print Subtotal	\$110,800.00	\$403.66	\$111,203.66	\$9,233.33	\$37,202.68	\$74,000.98	67%
Youth Services TOTAL	\$134,250.00	\$527.17	\$134,777.17	\$11,231.43	\$45,537.19	\$89,239.98	66%

Adult

	2023 Annual Budget	Rollover from 2022	Total w/carryover	Monthly Allotment	Free Balance	Spent as of Sept. 1, 2023	% Spent
Adult Audiobooks	\$12,000.00	\$549.01	\$12,549.01	\$1,090.91	\$4,475.38	\$7,524.62	62.71%
Adult Music CD	\$5,500.00	\$699.42	\$6,199.42	\$500.00	\$1,983.87	\$3,516.13	63.93%
Adult DVD	\$17,500.00	\$1,043.69	\$18,543.69	\$1,590.91	\$4,204.39	\$13,295.61	75.97%
Adult Video Games	\$1,550.00	\$119.98	\$1,669.98	\$140.91	\$284.76	\$1,265.24	81.63%
Adult AV Subtotal	\$36,550.00	\$2,412.10	\$38,962.10	\$3,322.73	\$10,948.40	\$25,601.60	70.05%
Adult Paperbacks	\$3,035.00	\$164.63	\$3,199.63	\$275.91	\$1,757.00	\$1,278.00	42.11%
Adult Paperbacks S.O.	\$2,415.00	\$0.00	\$2,415.00	N/A	\$1,450.00	\$965.00	39.96%
Adult Fiction	\$47,000.00	\$429.81	\$47,429.81	\$4,272.73	\$10,779.94	\$36,220.06	77.06%
Adult LT Fiction	\$7,500.00	\$74.55	\$7,574.55	\$681.82	\$1,671.62	\$5,828.38	77.71%
***Adult LT S.O.	\$6,000.00	\$0.00	\$6,000.00	\$545.45	\$3,658.75	\$2,341.25	39.02%
Adult Non-fiction	\$67,000.00	\$2,592.19	\$69,592.19	\$6,090.91	\$17,678.33	\$49,321.67	73.61%

Adult Non-fiction S.O.	\$2,000.00	\$0.00	\$2,000.00	N/A	\$972.98	\$1,027.02	51.35%
Adult Biographies	\$12,000.00	\$336.33	\$12,336.33	\$1,090.91	\$3,682.83	\$8,317.17	69.31%
Adult Spanish	\$750.00	\$66.43	\$816.43	\$68.18	\$352.38	\$397.62	53.02%
Adult Hmong	\$750.00	\$0.00	\$750.00	\$68.18	\$489.58	\$260.42	34.72%
Overdrive - ebooks	\$15,000.00	\$0.00	\$15,000.00	\$1,363.64	\$6,419.56	\$8,580.44	57.20%
Adult Print Subtotal	\$163,450.00	\$3,663.94	\$167,113.94	\$14,859.09	\$48,912.97	\$114,537.03	70.07%
Adult Services TOTAL	\$200,000.00	\$6,076.04	\$206,076.04	\$18,181.82	\$59,861.37	\$140,138.63	70.07%

Support Services Statistics & Activities

Circulation Team

- New library card applications processed by the Circulation Team: 213
- Circulation total for Wausau First Floor: 34,744
- Ashley H processed 159 Interlibrary Loan items
- August Passports News:
 - 30 Adult Passport Books
 - 27 Minor Passport Books
 - 1 Adult Passport Card

The MCPL Passport team accepted a total of 57 passport applications accepted at \$35.00 each and 63 photos were taken at \$10.00 each for a total of \$2,625 recorded. We also assisted with 16 renewal applications.

- The Circulation Team said goodbye to Kitty R on 8/18. It was sad to see her go but wonderful that she will still be working for the library as the new Athens Branch Coordinator. Ollie C. started in her new position as Circulation and Page Team Lead on 8/21.
- Ollie C. attended the Managers and Leads meeting on 8/9 and the Support Services Team Leads meeting on 8/22.
- Ollie C. attended V-Cat Cooperative Circulation Committee meeting on 8/24.
- Ashley H completed a Gale course on 8/31: Effective Business Writing. She took AED Training on 8/24. Throughout the month she helped out the Page Team by running several pull-lists as well as doing switch-overs in Young Adult Fiction.
- Olivia B. finished the Damaged Item Status project she have been working on. Old M1 items that were listed as "Damaged" are now all "Withdrawn" from the system. Now all new "Damaged" items from here on out will stay as Damaged until paid or the item hits its date to dispose, whichever comes first. After that they will be Withdrawn. Kate now asks we add the ISBN and date created to Last WA copy spreadsheet.
 - Olivia, along with Erin and Jailin, successfully finished the summer D&D program. The average attendance all summer was 14 teens and they had a 98% rating for them as DMs! They all started planning and preparing supplies for the September Teen D&D craft.
 - Olivia looked into a "The Library of Things" pitch for bicycle locks that are available for check out and got responses from a bunch of libraries and forwarded that on to Alexander

- AED / CPR Training on 8/24.
- Met to work on editing Library Card Policies and Procedures with the Committee and Kitty.
- Maggie B worked on passports on Wednesdays. She assisted throughout the month with Homebound Services. She also helped out Support Services doing initial item processing, covering at the drive-thru, and loading transit bins. She helped out the Page Team by routinely emptying bins and sorting carts. Maggie attended AED training on 8/24.
- Erin took inventory of extra magazine copies and made a list of magazines published but not received. Along with that she shifted the magazine display to remove discontinued publications. She, along with Olivia and Jailin, successfully finished the summer D&D program. The average attendance all summer was 14 teens and they had a 98% rating for them as DMs! They all started planning and preparing supplies for the September Teen D&D craft. Erin took AED training on 8/24.
- Jeff P continues to keep the passport program running.
- Over the course of the month, two patrons were banned from the library due to policy violations.

Support Services Team

- Chris L and James B participated in the V-Cat Bibliographic and Interface Committee meeting on 8/8. Topics discussed:
 1. Aspen's Audience facet. Aspen is currently configured to determine a title's Audience from the "a", "j", or "y" in an item's location code.
 2. Aspen grouping of similar titles (Aspen does automatically or can be done by Library staff trained to group).
 3. "More like this". We would like Aspen to be more selective in the way it chooses titles for "more like this" recommendations.
 4. SkyRiver, a cataloging utility being investigated as an alternative to OCLC. The committee viewed a demo and arrangements were made for a 3-week trial.
- Team Leads met with Leah 8/9.
- ILS Evaluation/Review Committee met 8/10, 8/16, and 8/30. The 8/10 meeting included a closed session to review updated vendor quotes. Upon reconvening into open session, Katie Z and Rachel M of WVLS shared highlights from meetings with staff from Santa Barbara Public Library, Ocean State Consortium (Rhode Island) and CLAMS consortium (Massachusetts). On 8/16 the final ILS Survey results were discussed and the recommendation (very narrowly passed) was made to V-Cat to renegotiate the contract with Innovative to retain Sierra. On 8/30 the committee met to approve its final report to be presented to the V-Cat Council on 9/7.
- Kayla K reports that the Young Adult graphic novel relabeling project is nearly complete, with only the Wausau manga titles left to do. Faded label replacement update: Rothschild – almost done. Edgar, Marathon, Mosinee, Spencer – some ANF & JNF left to do. Hatley, Stratford – 50% of collection done. Athens – unknown.
- SkyRiver trial went live 8/21. Catalogers will compare quality and quantity of SkyRiver records to OCLC records and note results on a Google sheet.
- Support Services Team Leads met with Alexander 8/22.
- Kayla K is temporarily filling in at Circulation Desk on Wednesday mornings due to Ollie C's promotion and schedule changes.
- Support Services and the other library teams were trained on the use of the newly-installed AED (automated external defibrillator) device on 8/24.
- Wi-Fi hotspot changes. The initial plan to not allow hotspots to transit between locations in order to protect the devices resulted in issues:
 - Item-level requests were necessary to prevent transits. ONLY the requested item could fill the hold, meaning that if it became unavailable, the hold would never be filled.

- Unequal demand among branches meant some had hotspots available, while others had long queues.

After discussions with WVLS and among the Library's teams:

1. WVLS has provided additional hotspot devices.
 2. They have been placed in protective plastic cases and transit between locations is allowed.
 3. Patrons can check out and return devices to any MCPL location.
 4. This enables bib-level requests, resulting in quicker and more equitable service to our patrons – the first available MCPL copy goes to any MCPL location to fill the top-of-the-queue MCPL hold.
 5. User agreements and labeling have been revised to reflect the changes.
- Location code/Loan rule update. James B is coordinating the changes. Unused codes have been marked "Do Not Use" and other codes have been renamed for clarity. The code "m1jq MCPL Wausau Juvenile Kits" has been created for the upcoming STEM kits. "On Order" location codes are not created yet. Lucky Day 14-day DVD loan rule has been created, tested, and is operational.
 - Dawn L reports that she is experiencing difficulties in claiming missing magazine issues. Ebsco considers our claim "resolved" even though we have not received the missing issues or correct issues. Also: Baker and Taylor is discontinuing their Paperback Parade program. Dawn is in communication with Kate S and the Management team about choosing an alternative standing order plan. B&T appears to be sending new releases in advance on a regular basis, which allows us to catalog/process items so that they are ready to circulate on their street date.
 - Circulation total for Wausau Drive Up: 1,806.

Page Team

- Continued work on branch weeding project from Kate S.
- Completed the Missing & Missing in Inventory report for June 2023. We found eight items.
- Weeding in adult fiction continued, heavily focused on the B's and C's.
- Laura W. reached out regarding the 988 pamphlets that Lynelle suggested we put in our non-fiction stacks. She will be getting a small supply for each branch. These pamphlets share information regarding resources to address mental health issues – particularly suicide.
- We moved the yellow "place unwanted items here, please to do not re-shelve books yourself" shelf away from the self-checkout machine. There had been confusion in the past with patrons believing they could put their items already checked out on the shelf for return. We hope that this will erase the confusion.
- Did routine switch-overs for new Adult collections and Young Adult collections.
- Throughout the month of August the Page Team shelved 33,598 items. They handled an additional 3,989 more items for holds or transits to home libraries.

Information Technology

- Went through all the security cameras and updated their names in a spreadsheet to reflect their locations. David will be giving this information to CCIT so they can update our camera software to reflect this new information.
- Installed a new universal power supply / battery backup for the network rack in Hatley. This new device is an upgrade from an older battery backup that will handle the additional power requirements of the fiber switch and off-site backup server that were recently installed.
- Installed another computer for patron use at the Mosinee branch.
- Selected and ordered new self-checkout machines. The implementation process is underway, with delivery likely in December.

- Several projects remain ongoing:
 - Update to Fiber at Branches – TEACH Network Services (TNS) contract start date is 02/01/2024.
 - Schedule of new services installs likely to be released in January of 2024.
 - Athens: It looks like we can treat Athens as a new install and Josh K. at WVLS has initiated the install process. We will be scheduling on “On Site” inspection soon.
 - Edgar:
 - *Hatley: Connected to WCAN on 05/12/2023*
 - Marathon City:
 - Mosinee:
 - *Rothschild: Fiber Connection through Rothschild PD (WiscNet)*
 - Spencer:
 - Stratford:
 - Continued organization of the IT work area and server areas.
 - Creating technology tutorials for staff.
 - Investigate what needs to be done to continue outdoor Wi-Fi antennae installation at remaining branches.
 - Athens: Pending approval to install in new building.
 - *Edgar: Installed*
 - Hatley: Pending install
 - Marathon City:
 - *Mosinee: Installed*
 - Rothschild: Need written permission to install
 - Spencer:
 - *Stratford: Installed*
- Additional projects are on the horizon:
 - Plan a deployment date for Windows 11. (Will be deployed with new patron computers)
 - Plan a deployment date for new patron computers. (Q3 or Q4 of 2023 or Q1 of 2024)
 - Investigate having the branches use IP phones like the ones used in Wausau.
 - Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.
 - Investigate hosting Teams phones on our own Microsoft tenant.
 - Investigate hosting mcpl.us email on our own Microsoft tenant.
 - Investigate replacing CASSIE. (Pharos?) (WVLS Server)
 - Investigate Wireless printing options. (Princh?) (cloud based service)

Branch Statistics & Activities

Athens Monthly Report

Events and Programs

- Book Club: This month the Athens Book Club read *Orphan Collector* by Ellen Marie Wiseman. A lively discussion was held on August 8 with 8 patrons attending.
- Grab and Go kits were offered to patrons this month. Choices of kits included Flowergrams, with 13 patrons enjoying the craft, and Friendship Bracelets, with 20 patrons enjoying the craft. During the week of August 8 Farm Animals Puppet Craft was offered and 12 participated.
- Artist Celebration Weekend was held August 4th and 5th with self-directed activities for all ages and pieces from the Wausau circulating art collection available for patrons to check out
- Upcoming Programs: The Athens Book Club will be reading *The Midnight Library* by Matt Haig for August. Book Club meets on Tuesday, September 12 at 2:00pm in the Board Room of the Athens Village Hall. Family story time was held on August 7 with 4 participants and August 21 with 12 participants.

Circulation Statistics

- In August, Athens circulated a total of 1,109 items. This is 9.32% decrease from August of 2022. In 2023 year-to-date, Athens has circulated 12,782 items. This is a 22.30% increase from 2022.
- Athens had a total of 0 curbside appointments in the month of August.

Library News

- Athens Library Staff is preparing the library for the upcoming move. We are sorting 27 years of accumulation in preparation for the move.
- Kitty R took over as Athens Branch Coordinator on August 21. She lives in the Athens area and is happy to be back home. Thank you to everyone who helped out at Athens this month during the transitional time.
- Kitty R has been in contact with several area teachers. Three classes have been set up for weekly classroom visits starting in September.
- Shahara helped out extra hours at Athens this month.
- Shahara will be planning future passive craft projects.

Facilities

- David H visited the new building for the library in early August to map out technology equipment placement.
- The Athens Library was closed on Saturday, August 19th for the Athens Fair.
- Kitty R took a tour of the new building on August 22 with the Athens Clerk. Kitty also stopped in the new location on August 29 to measure wall space for shelf placement.

Edgar Monthly Report

Events and Programs

- Grab & Go
 - Flowergrams, 8 taken by participants
- Book club discussed the book *Westering Women*
- Story time was held on the 1st with 0 in attendance, and on the 15th with 5 in attendance, who all stayed for the monster craft afterwards
- The Stuffed Animal Sleepover event on the 21st had 16 in attendance
- The Mason Jar Aquarium event on the 28th had 9 in attendance
- 2 children participated in SLP with a total of 2 books being given
- 1 child turned in their 100 sheet for 1,000 books before kindergarten
- Artist Celebration Weekend was held August 4th and 5th with self-directed activities for all ages and pieces from the Wausau circulating art collection available for patrons to check out

Circulation Statistics

- The circulation statistics for the month of August were 1,090 items checked out. This is a 39.28% decrease for the same month last year. A total of 10,090 items have been checked out so far this year. This is a 23.01 % decrease from 2022.
- There were 0 curbside pickups for the month.

Library News

- Hannah filled in at Athens on the 4th
- Hannah filled in at Marathon on the 18th

Facilities Updates

- The parking lot was redone (from the 4th to the 31st)

Hatley Monthly Report

Events and Programs

- Book Club – *The Nightingale*. We had a grand total of 12 participants.
- Grab N Go programs
 - Grab n Go – Flowergrams – we had a total of 11 left from July and gave out 10 in August giving us 1 left for September.
- Story Time is held weekly on Tuesdays @ 10:30a
 - August 1st we did books on Bugs and had a total of 30 participants show up. 10 adults and 20 children.
 - August 8th we did books by Eileen Spinelli and had 17 participants show up. 5 adults 2 Teens and 10 children.
 - August 15th we did books on Back to School and had 21 participants show up. 6 adults and 15 children.
 - August 22nd was a self-led Storytime due to having only one staff member. The theme was Boats. We had 12 participants show up. 4 adults and 8 children.
 - August 29th we did book on the Alphabet and had 6 participants who up. 2 adults and 4 children.
- Artist Celebration Weekend was August 4th and 5th had a total of 4 participants stop in to create art using templates that Katelyn S had sent to all branches. 1 adult 1 teen and 2 children.
- Sunflower Wreaths on August 7th had 7 participants show up and create their own Sunflower Wreath using clothespins and paint. 5 adults, 1 teen and 1 child.
- Locker Magnets SLP Craft Program from August 1th through the 19th. Over the course of the week we had a total of 22 participants create their own magnets. 7 adults and 15 children.
- Sidewalk Chalk event ran from August 21st through the 26th. Over the course of the week we had 14 participants stop and decorate the sidewalk with art. This was a very hot week which may have resulted in the lower attendance than in the past. 4 adults and 10 children.
- Sink or Float program happened on August 23rd. This program was my requirement for the PBS Kids Learning Cohort where we were to create a program that utilized PBS Kids Learning Materials. For this program we watch a Cat in the Hat Knows A lot About That clip then proceeded to experiment with a variety of objects to see what items sunk and which floated. Participants then had the opportunity to create their own boats using a variety of supplies including: tin foil, clay, craft sticks, pipe cleaners and other items. Each family then got to take some resources relating to the topic that were found through various PBS sites as well as Books. All of the supplies for this program were bought using a Stipend provided from the Cohort. Unfortunately we didn't have as many participants show up as we would have liked, most likely due to the heat. We did have a total of 8 participants show up which is great number. This was total of 3 families which equaled out to 3 adults and 5 children.
- In August we had a total of 8 kids turn in Bingos with us giving out a total of 10 books. 3prek and 5k-5.
- Upcoming Programs
 - Book Club on September 12th, *Verity* by Colleen Hoover

- Grab N Go Crafts – Flowergrams
- Story Times are EVERY Tuesday morning at 10:30a
- Rain or Shine Story Time with Justin Loew September 26th @ 10:30a

Circulation Statistics

- Hatley circulated 2,312 for the month of August. This is a 3.91% increase. Year to date is 15,416 items. This is a 11.42% increase from last year.

Library News

- Heather helped cover shifts in Rothschild and Athens
- Sarah M and Julie K helped cover shifts.
- Heather attended her last PBS Kids Learning Cohort
- Regular re-labeling has been paused.
- Inventory is currently paused until given the OK from WVLS

Facilities Updates

- Village approved getting 3 Library Guests Only parking signs to try and help keep those spots open when the community room is booked and we are open. Still waiting on them to arrive.
- Our AC for the library portion of the building has not been working correctly. Bauer Plumbing and Heating has been out multiple times to figure out the issue and we are hopeful it will be fully functional within the first week of September! Wausau was able to procure fans for us and other branches for when this does happen.

Marathon City Monthly Report

Events and Programs

- Book Club: Megan and 9 patrons had a thoughtful discussion of the book *I'll Give you the Sun* by Jandy Nelson. The book club meets on the second Monday of the month from 5:45-6:45 pm. The next book club session will meet on Monday, September 11th with a discussion of the book *Hail Mary* by Andy Weir.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We had 46 caregivers and children join in the fun with themed stories, songs and activities during 3 events in August. We also did a special craft during the last story time event of the summer. The themes we focused on in August were ice cream, the beach and dragonflies.
- The week of August 7, was Sidewalk Chalk Art week. A total of 20 children stopped in to decorate the sidewalk with uplifting messages and drawing. A DIY Magnet Craft was available during the week of August 21. We had 30 friends of all ages stop in to create a cute magnet for their locker or refrigerator. 20 Lego builders stopped in on Friday afternoons in August to create some fun projects during our Lego Block Party.
- Artist Celebration Weekend was held August 4th and 5th with self-directed activities for all ages and pieces from the Wausau circulating art collection available for patrons to check out
- In September, our monthly book club and weekly story times will be held, as usual. During the week of September 11, we will host our yearly Plant Swap. People can stop in any time during this week to drop off plants to share with others. They can also pick up something new to add to their plant collection. During the last week of September, we will have special weather programs presented by meteorologists from Channel 9. On Wednesday, September 27 at 3:30, Brad Miller will present a program called Tornadoes, Weather & You. This program is best suited for elementary age children. On Thursday, September 28 at 10:30, we will host Justin Loew for a weather-themed Story Time. Both programs will offer hands-on activities.

Circulation Statistics

- Marathon circulated 2,695 items during the month of August, which is an 11.23% decrease from this time last year. So far in 2023, Marathon has circulated 20,484 items. This is an 8.65% decrease over last year.

Library News

- A total of 47 students participated in the SLP reading incentive club this year taking home over 60 books.
- Interviews for the Marathon City Library Assistant position were held at the Wausau Headquarters on August 10th and 11th.

Facilities Updates

- None at this time.

Mosinee Monthly Report

Events and Programs

- Book Club: 7 patrons joined Sarah this month for a lively discussion on the 21st.
- Our monthly Yarn and Games Social Hour brought in 1 patron this month.
- Although we held a creative Artist Celebration weekend on August 4th and 5th, with self-led projects as well as artwork and books available for checkout, we had no patrons participate that Friday and Saturday.
- For the first week in August we had 36 patrons have fun making creative magic wands.
- For the second week in August we had 25 patrons make unique decorative magnets.
- Our Children's Obstacle Course that was rescheduled on the 15th due to weather brought in 4 patrons.
- Passive Programs: For the summer we encouraged patrons to lift each other up by writing positive messages on balloons. We added a total of 7 kind messages in August from patrons to our wall for a total of 51 wonderfully uplifting messages.
- By the end of the summer we had 26 patrons participate in our Summer Reading Program Bingo to earn their free books, with a total of 39 books given out. They also had a ton of fun figuring out the secret word in the activity book and picking out a reward from our treasure chest.
- Upcoming Programs: In September, Book Club and our monthly Yarn and Games Social Hour will continue. We will be starting Family Story Time back up on the first Tuesday of the month at 2 p.m., and starting off the month with a second session of our popular week-long Plant Swap program. News Channel 9 meteorologist Brad Miller will be giving an afterschool presentation about tornados on the 12th, followed by a special "Rain or Shine" story time with Justin Lowe on the 13th. We'll also be celebrating Library Card Sign Up with a special prize drawing all month long, along with a craft program on the 19th where patrons can make their own library card holders.

Circulation Statistics

- Mosinee circulated 2,742 items in August 2023. This is a 2.45% decrease. Mosinee has circulated 20,656 items in 2023. This is a 6.18% increase.

Library News

- Displays: We finished out summer with our displays that fit the Summer Reading Program theme of All Together Now. Our display behind the circulation desk reminded patrons that "Books Unite Us", while our adult fiction section held books in honor of community heroes like nurses for a "Not All Heroes Wear Capes" display. Our picture books held friendship and kindness themed books in honor of our All Together Now theme, and our juvenile fiction section encouraged readers to "Be a Rainbow in Someone's Else's Cloud". Finally, our large display by the computers held a "One World, Many Stories" display so readers could learn different perspectives, and our historic fireplace held nonfiction and fiction stories in honor of "Man's Best Friend".
- Staff continued sending in items that needed new spine labels, and appreciate all the hard work Support Services is doing!
- Katie covered at the Marathon City Branch and Sarah covered at the Hatley and Marathon City Branches.
- Sarah had rounding with Laura and Katelyn on the 9th, and Sarah and Katie had rounding on the 28th.

Facilities Updates

- On August 15th new locks were installed to the three outer most doors of the Mosinee Branch.
- We are still waiting to hear on the timeline for our historic window restoration.

Rothschild Monthly Report

Events and Programs

- We had a wonderful summer in Rothschild. We had 70 children complete the SLP reading program and gave away 105 books! In August, we hosted our second big summer performance. Over 250 people joined us at Gaska Park for Dinosaur Dimensions. Everyone had a wonderful time!
- Story time is scheduled for every other Tuesday during the summer. In August, we had 30 participants at two story times.
- In August, book club met and 8 members discussed *This Tender Land* by William Kent Krueger. In September, the club will discuss *The School for Good Mothers* by Jessamine Chan.
- 8 people joined us for our Artist Celebration during the first weekend of August. We also held a craft week for kids where 35 people created magnets, and a craft night where 4 adult participants made no-sew book bags.
- In August, we had various book displays around the library including "Back to School," "Wait...it's Still Summer," and a YA "Fire and Ice" display.

Circulation Statistics

- In August, Rothschild circulated 8,086 items. This is 12.28% decrease from last year. In 2023, Rothschild circulated 65,111 items. This is 1.52% increase from last year.
- We had 0 curbside pickups.

Library News

- Julie and Deborah attended Chad's programming refresher training on 8/3.
- Laura attended the programming committee meeting on 8/28.
- Laura completed branch visits to Edgar and Marathon City on 8/28.
- Kitty completed branch orientation in Rothschild on 8/25.
- Megan, Laura, and Wanda covered shifts in Marathon, and Wanda covered a shift in Edgar.
- Rothschild staff completed many collection maintenance tasks. We continued with the disc cleaning and relabeling projects and completed the graphic novel relabeling project.

Facilities Updates

- None at this time.

Spencer Monthly Report

Events and Programs

- Artist Celebration Weekend was held on August 4 – 5th. We offered different art projects from coloring, creating and collage art. Also available were a collection of art-themed books and artwork that was available for checkout. 4 people participated.
- "Create Your Own Bird" week was held the week of August 14th. Fourteen birds were created during the week.
- The Friendship Chain with words of kindness was made even longer with 5 children adding on to the chain. The children were from Japan, and added words of kindness in Japanese.
- In the month of August, our Blooming Together Quilt had 9 more flowers added by children.
- The Lego project continues to grow. All summer, children checking out items received Legos to add to the creation that is being built by others. They are working together to see what they can build together. For each item checked out they receive one Lego, up to 7 pieces. In the month of August, 19 children have participated.
- Lue did a story time at the Rookie Rockets Day Care. The stories were enjoyed by 14 children.

Circulation Statistics

- In August, Spencer circulated 1,118 items. This is 12.93% decrease from last year. In 2023, Spencer circulated 9,180 items. This is 0.20% increase from last year.

Library News

- Audrey and Laura had their rounding on August 7th.
- Audrey and Katelyn held their rounding on August 8th.
- Audrey wrote an article for the Village Voice of Spencer and the TRG newspaper which includes Granton, Greenwood, Loyal and Spencer. All the upcoming programs for September and the Spencer Library hours were submitted.
- Lue Miller filled in at Athens on August 3rd.
- Katelyn came to Spencer Library to bring projects for the Artist Celebration and framed artwork for patrons to checkout.
- Audrey attended a virtual meeting with Chad Dally on programming. Chad went over the procedure for submitting an event, and then what happens on their end once it is received.
- New Picture books and Juvenile fiction and non-fiction were taken off the new shelf and placed with the regular shelved books.
- Graphic Novels were sent to Wausau for new labels.
- The Adult Non-Fiction was weeded out to make more room for newer books.

Facilities Updates

- None at this time.

Stratford Monthly Report

Events and Programs

- Dinosaur Dimensions filled the air with thrills, chills and Jurassic Jump Scares at our Stratford Branch on Aug. 2. More than 80 people enjoyed the very entertaining and fascinating puppet show that incorporated prehistoric facts, fossils and fun!
- Art Together, our final Summer Library Program for the season, welcomed 83 people on Aug. 16. Following our story time, participants enjoyed making art together with chalk, face painting, and a giant mural!
- During summer, forty children, pre-teens and teens participated in the SLP Reading Club, and we gave out 54 prize books.
- Thirty patrons enjoyed our Locker Magnet Craft Week Aug. 21-26.
- Sixty-four patrons enjoyed our self-directed Groovy Scavenger Hunt in August.
- Many patrons enjoyed our book and art display for American Artist Appreciation Weekend on Aug. 4 and 5, and seven patrons participated in our creative Artist Stations.
- Eight adult patrons attended our Book Club in August to discuss *Evvie Drake Starts Over* by Linda Holmes.

Circulation Statistics

- We circulated 2,543 items in August. This is a 28.24% increase from last year. So far in 2023, we circulated 17,326 items. This is a 10.89% increase from 2022.

Library News

- We provided a Dog Days of Summer display for adults. The display featured books with dogs on the cover.
- MJ participated in the Aug. 3 Programming Refresher virtual meeting with Chad and staff on Aug. 3, and shared the information with Darla the next time she was working.
- MJ and Darla helped cover a shift in Marathon City on August 21.
- We sent in books for relabeling.

Facilities Updates

- None at this time.

Director's Report

WVLS BOARD OF TRUSTEES MEETING

August 19, 2023

CORRESPONDENCE

Libraries Share Their Appreciation of the WVLS SLP Grant

"Dear Wisconsin Valley Library Service, I can't thank you enough for your generous grant donation. With this grant money we hosted Randy Peterson, an award-winning children's musician. His performance was a hit with a total attendance of 181 people. Our Summer Reading Program was a huge success, with almost 500 kids participating. It is with the support and generosity of our community members that we are able to provide books for children to keep in their hope and bring so many wonderful programs to the children in our community. Thanks again!" -- Andrea Bennett, Head of Youth Services/Assistant Director, T.B. Scott Library (Merrill)

"...I just talked with the nursing home activity director (it is across the street from the library) and they brought several residents over for the outdoor program to join our regular library patrons. She said they really loved [the Tracy Chipman program] and how much [she] engaged each of them personally. We had about 32 participants for the evening program. Several people talked with her after the program to ask questions about storytelling or to comment on the program. It was a beautiful evening. Thank you WVLS for helping us bring this program to our community this summer." -- Krista Blomberg, Youth Services Coordinator/Assistant Director, Rib Lake Public Library

PEOPLE / LIBRARIES / SYSTEMS IN THE NEWS

Otten Reappointed to COLAND

WVLS Trustee Michael Otten has been reappointed to the Council on Library and Network Development (COLAND). Created by the Wisconsin State Legislature in 1979, COLAND advises the State Superintendent of Public Instruction (DPI) to ensure that all state citizens have access to library and information services. The 19-member council, appointed by the governor, functions as a forum through which librarians and members of the public identify, study, and collect public testimony on issues affecting Wisconsin libraries and other information services. COLAND holds open meetings six times per year and conducts hearings on library policies and publications. (A link to COLAND's most recent report is shared in the "Info to Go" section later in this report.)

Mike's term will run through July 2026.

Congratulations, Mike!

WVLS Hires Public Library Services Consultant

On August 7, WVLS welcomed Shawano County Library Director **Kristie Hauer** as the new Public Library Services Consultant for WVLS. She replaces **Anne Hamland**, who resigned from the position on April 28.

Kristie brings a wealth of knowledge and experience to the position. Working in libraries since 1999, Kristie worked as a school librarian for 5 years and as a Director of the Shawano County Library for the last 15 years. In 2018, she launched a project to join a city-county library and 5 municipal libraries to form a countywide consolidated library system. The 18-month process was a challenge, but in the end it improved and stabilized library services throughout Shawano County. Also, while at the Shawano County Library, Kristie prioritized innovative and accessible services available through the library by increasing the number and diversity of programs available, offering remote and mobile printing, lending hotspots, and developing a Library of Things collection.

Other work experiences include teaching a graduate level course on Rural Libraries as an adjunct professor at Louisiana State University, Baton Rouge, LA and serving as a Preschool Specialist Librarian at the Appleton Public Library. She also has done several presentations at state and national conferences. Examples include:

- *Lib-Con: You Don't Want this Meeting to be an Email* (session on creating and hosting staff development days) – 2023 WAPL Conference
- *Getting Your Board on Board: Policy Development with Your Library Board* (co-presented with Nicolet Federated Library System representatives) – 2022 WLA Conference
- Assisted with *Creating a Dynamite Dozen* (teen programs) presentation – A Shawano County Library staff member presented this session at the 2022 ARSL, WLA Conference, and Iowa Librarians Conferences
- *Don't Stand So Close to Me* (session on physically-distanced programming as a result of COVID) – 2021 WAPL Conference
- *Find Them Where They're At (Patrons, that is!)* (session on outreach programs) – 2019 WAPL and ARSL Conferences
- *Escape Rooms @ the Library* – 2018 ARSL Conference

Kristie holds an undergraduate degree in English and Humanistic Studies from UW-Dreen Bay, and a Master's of Library Science from UW-Milwaukee.

Feel free to reach out to Kristie at khauer@wvls.org.

Matczak Presents for Southwest Wisconsin Library System and UW-Madison's Information School

Jamie Matczak was the morning presenter during an in-service for the Dodgeville Public Library on Friday, August 11. Her presentation focused on customer service trends, body language, tips for “hot topic” conversations and best practices for colleagues working together. Jamie also presented a webinar as part of the UW-Madison's Information School 'Advocacy Crash Course' series on Thursday, August 17.

Her presentation covered best practices in face-to-face presentations, including preparing for an audience, creating interesting visuals, developing confidence, and maintaining rapport.

WVLS Ends Subscription to Gale Courses

Due to low usage and high cost per use, WVLS has decided to cancel its subscription to Gale Courses. Courses will be available through October 31, but libraries should plan to remove Gale Courses information from their websites before October 1. Member libraries have been notified of this change in service and asked to contact Erica Brewster at help@librarieswin.org if assistance was needed to remove information from their websites.

With this change, WVLS is exploring alternative educational digital resources. WVLS ILS and Database Support Specialist **Rachel Metzler** recently met with our new Gale representative to discuss other products, like Udemy, for us to consider. Colleagues are invited to contact Rachel at rmetzler@wvls.org to suggest databases for WVLS to consider.

Staff Changes at DPI

Former Head of Interlibrary Loan at UW Madison, Joy **Pohlman** joined DPI on June 5 as the new WISCAT Technical Coordinator. Also, **Arshad Iqbal** was hired as the new Grants Specialist and Federal Grants Coordinator. Interlibrary Loan Coordinator **Christine Barth** retired from her position on July 3. **Diane Casselberry** became the newest Interlibrary Loan Librarian on July 17.

WVLS looks forward to working with the Library Services Team's newest members!

GRANT and SCHOLARSHIP PROJECTS

Professional Learning Funds 2023-24

WVLS will be receiving LSTA funding for 2023-24, specifically for continuing education and professional development for its member libraries. These funds should help offset costs of continuing education courses and statewide and national conferences. More information will be shared at future meetings.

Wisconsin Libraries Talk About Race

Thanks to a 2022-2023 LSTA grant through the Institute of Museum and Library Services, a group of Wisconsin consultants held a series of webinars and facilitator-led workshops in May and June to support diversity, equity, and inclusion (DEI) efforts in libraries and communities called *Wisconsin Libraries Talk About Race*.

The two webinars offered were [How to Move Past Midwest Nice and Towards Safety and Belonging](#) on May 4, and [Build Skills & Take Action to Stand Up for Diversity, Equity & Inclusion](#) on May 7

In June, in-person workshops on "Becoming an Active Ally" were held at the Waunakee Public Library on June 15, and at the L.E. Phillips Memorial Library in Eau Claire on June 16. The training began with a

general discussion of allyship practices within organizations and wider communities, before moving into a specific focus on allyship practices that are supportive of BIPOC and LGBTQIA2S+ people.

Thanks to continued LSTA funding in 2023-2024, a group of Wisconsin consultants will again plan a series of webinars and workshops to continue the Wisconsin Libraries Talk About Race initiative. Now in its third year, **Sherry Machones**, WVLS Inclusive Services Consultant and Northern Waters Library System Director, will serve as the project's lead. A call for volunteers to assist with this initiative will occur this month. Watch for new webinars, workshops, and other opportunities to occur in 2024.

2022/2023 LSTA Improved Discovery Solutions Grants

LSTA Cooperative Cataloging Grant. Eight Wisconsin Public Library Systems were awarded an LSTA grant to investigate current and potential cataloging standards across the state as suggested during the multi-year Public Library System Redesign (PLSR) study. Colleagues from each system worked with WiLS consultants to design survey and focus group processes that were completed in February.

WiLS analyzed data and information provided through survey and focus group processes to create a final report. Key takeaways from the report were:

- There are vast differences in how public library systems in Wisconsin approach and deploy cataloging practices. However, there are several similarities among the public library systems that provide a starting point for considering the next steps.
- It has been deemed beneficial when catalogers learn from one another by sharing and participating in large-scale cooperative cataloging.
- Consistency in the patron experience is a primary benefit of shared and standard cataloging practices.
- With shared practices and standards, deduplication of efforts will be achievable.
- The vast differences currently existing among systems – predominantly between those that employ centralized versus decentralized or cooperative cataloging – are some of the biggest barriers to address when planning for collaborative efforts across the state.
- Additional barriers identified include limited staff time and capacity, varying levels of staff experience and skills, challenges to identifying and establishing effective communication channels, and the need to establish and maintain an easily accessible repository of standards and procedures.

The grant project concluded in June with several grant participants researching the set-up of authority vendors as a way to expend unencumbered LSTA grant funds.

More information about this grant project is available in this [video summary](#) and in the final report, [Statewide Cooperative Cataloging Research Project: Phase I Research and Information Gathering](#), and the report's [Executive Summary](#).

A grant application for Phase II of this work has been submitted to DPI.

LSTA Joint ILS Consortium Exploration Project. Grant funds were awarded for a comprehensive joint ILS consortium exploration project to determine the value and feasibility of an ILS merger between WVLS and NWLS respective consortia. With the announcement of the grant award, a project name was selected, NICE (Northern Wisconsin ILS Consortium Exploration), and a NICE Team was formed. The NICE Team met several times throughout the grant project under the guidance of WiLS consultants hired to assist with the process.

The NICE Team concluded its grant project work in June. Based on the data and information gathered, the NICE Team determined that an ILS merger is feasible. The Team recommends:

- NWLS and WVLS pursue a joint ILS and move towards shared practices and policies.
- The refinement of a clear roadmap of the next steps and key decision points to be shared with all stakeholders.

A [final report](#) is now available on the [NICE Website](#), as well as [brief key takeaways and recommendations summary](#). The [ILS Merger Feasibility Report](#), a June 2023 video presentation of findings, will be shared with the WVLS Board as part of this report, and also at upcoming meetings of the NWLS Board of Trustees and Northern Waters Library Network, and the WVLS V-Cat Council.

LEGISLATIVE UPDATE

State Library Aid Receives an Increase in 2023-2025 Biennium

The Legislative Joint Finance Committee (JFC) voted approval of the state library aid package supported by the Wisconsin Library Association (as detailed in documents [LINKED HERE](#) at the WLA website) on June 13 as part of [Omnibus Public Education Motion 103](#). An excerpt from JFC Omnibus Motion 103 is shared with this report as [Exhibit 15a](#). The package remained intact during full legislative review and was signed into law by **Governor Tony Evers** on July 5!!

WVLS and the other 14 regional systems will share an increase of \$2 million in the first year of the 2023-2025 biennium and an additional \$4 million in the second year to provide infrastructure supporting local libraries. The appropriation will raise base funding at the end of the two-year cycle to \$24,013,100, a \$9 million improvement in the past decade over the 2013-2014 biennium which was the mid-point in a 6-year funding freeze.

In addition to achieving requested funding for library systems, statewide library resource contracts, BadgerLink and Newsline for the Blind, it was also a joy to also see Recollection Wisconsin granted its own line item for \$450,000 over the next biennium after six years of library community advocacy on its behalf.

Senator Mary Felzkowski (SD-12) and **Representative Tony Kurtz** (AD-50) were our library champions on the Joint Finance Committee. Three WVLS area legislators were among those who wrote letters to

JFC members in support of WLA's state library aid package: **Representatives Cal Callahan** (AD-35), **Jim Edming** (AD-87) and **Rob Swearingen** (AD-34).

Final footnote to the budget process: See **Exhibit 15b** [[Legislative Fiscal Bureau Paper 658 Public Library System Aids.pdf](#)] for an analysis of public library system aids funding choices prepared for JFC consideration by the Legislative Fiscal Bureau (LFB) as Paper #658 (yellow highlights added by WVLS). As anticipated by the WLA Library Development & Legislation Team, more generous increases recommended by both the Department of Public Instruction and the Governor's Executive Budget did not receive sufficient support around the JFC table. The aggregate \$6 million raise to base funding proposed by WLA was then selected over two other alternatives for lesser amounts. *Having the Wisconsin Library Association identified by name in a LFB paper and accompanied by talking points sourced from WLA budget papers, was an unprecedented occurrence.*

V-CAT and ILS ADMINISTRATION PROJECTS

Key Projects

Purge of Adult Patron Records. WVLS plans to purge adult patron records that are expired and inactive over 5 years with no fines. DPI requires that patron records are purged at least once every three years for a public library to report the number of registered users in its annual report. While purging inactive patron records has historically been the responsibility of V-Cat member libraries, there are over 12,000 adult patron records in the V-Cat database that could be purged. Information about purging patron records was emailed to V-Cat member libraries, and WVLS will follow-up with each library as necessary.

Change Made in OverDrive Setup. A change was recently made in the OverDrive setup to use Clean Card Numbers. With this change, library staff will no longer need to merge patron barcodes in the OverDrive Marketplace when a patron receives a new barcode number.

Unifying Naming Convention of Sierra Location Codes. WVLS staff made changes to unify the naming convention of Sierra location codes to improve performance of Aspen searches using the Detailed Location filter. Adjustments were made to use the most common form of existing location codes.

Cataloging. **Rachel Metzler** held a Koha Cataloging Exploration meet up with catalogers in the system. During this meet up, the attendees looked at some possible workflows for cataloging in Koha. A load profile was updated in Sierra to automatically add an on-order item record in addition to the order record during MCPL acquisitions process. Cataloging training on attaching items was provided to **Katie Kirby** from the E.U. Demmer Memorial Library, Three Lakes.

Council and Committee Meeting Highlights

V-Cat Council. During its meeting on June 1 the V-Cat Council approved the March-April 2023 and 2024 V-Cat Appropriations Plan including V-Cat membership shares. Following are additional highlights:

- WVLS is limiting usage of high demand item types to use for recently acquired items only. This change will help to make the annual report data more accurate. It will also streamline the process for batch high demand conversion, which we are in the process of testing to reduce the amount of work for libraries.
- A plan for purging patron records was shared, noting that additional information would be sent to member libraries by email.
- The change to OverDrive Clean Card Numbers was announced. This change means that library staff will no longer need to merge patron barcodes in OverDrive.
- A demonstration on how to use the Detailed Location filter was provided. The Detailed Location filter now includes the ability to search for locations, which is an improvement over showing the 100 most popular location codes. This feature can be helpful in finding items in smaller collections, and when creating a search or list to highlight a library's materials in the catalog or on library websites.
- The V-Cat Recommendation of 7-Days on Hold Shelf was reviewed. Libraries were asked to clear the hold shelf daily per the Timeline for Tasks Recommendation.

V-Cat Bibliographic and Interface Committee. Following its May meeting, a new procedure was put into place that assists with naming Playaway formats that have been put into Aspen. In August, the Committee learned how Aspen "Audience" filters work and was given a demo of Innovative's cataloging utility, SkyRiver. Committee members will soon enter a trial of this product.

V-Cat ILS Evaluation and Review Committee. During meetings in June and July, the Committee continued its review of information gathered during sight visits and to get answers to remaining questions. Committee members used the Koha live test environment to assess further information needed. Members of the Koha team attended the Committee's July 13 meeting to respond to questions from V-Cat members. Also, WVLS arranged a time to talk with a library consortium that migrated from a Sierra ILS to a Koha ILS to learn from their perspectives and experiences. The Committee will meet several times in August to prepare a report and a recommendation to present to the V-Cat Council in September.

MARKETING PROJECTS

Website Services Projects

Erica Brewster assumed full responsibility for managing the Libraries Win Website Service and providing day-to-day support for 87 library websites across IFLS Library System (52), Northern Waters Library Service (12) and WVLS (23). She is also managing seven websites on behalf of the three systems. In June and July, 17 online trainings were offered including seven trainings specifically for first-time website managers. Nine sessions were recorded and posted to the [YouTube playlist](#) for those unable to attend.

Seventy-two website managers from all three systems in the Libraries Win website project responded to a survey about skills and needs for website training support. Three quarters of respondents said they felt

average or above average in their enjoyment and ability to manage their website, but some expressed low confidence with some basic management skills. Those participating in Website 101 training or who have received step-by-step help now express high confidence and feel far less intimidated by the website management process.

Thanks Erica! I am so excited that we figured this out. I was dreading this task, but it wasn't too bad. I have a lot less fear of the next update. Thanks again, I really appreciate your help.

-- **Katy Larson**, Spooner Memorial Library

Thank you! I love when you send me instructions. 😊 I now have a folder that I put these in! You ROCK! -- **Katie Schneider**, Spring Valley Public Library

It was fun to work on the website, once I had a clue what I was doing. Haha. Thanks for making me do it myself. -- **Lisa Bragg-Hurlburt**, Colfax Public Library

Currently a new training website is under construction at <https://training.librarieswin.org/> as a central repository for website training resources and documentation.

New website development (mainly for NWLS partners, with potential for 17 additional websites in that system alone) is still on hold, but Brewster is beginning to collect information from interested libraries and has provided direction for how a library can begin preparing for when the service resumes (<https://training.librarieswin.org/website-101/new-website-pre-planning/>).

WVLS Newsletter Highlights

Published during the first week of each month, the WVLS newsletter showcases ways that member libraries are providing service and support to their communities, national library news, WVLS updates and more. Recent articles include:

- [June 2023](#) - "Wisconsin Trustee Training Week Set for August," "2023 WLA Conference Major Speakers Announced," "10 Things to Know About: Tom Bobrofsky," "MCPL-Rothschild Holds New Program," "Rhinelander Pivots Programs Since COVID-19," "NICE Team Update."
- [July 2023](#) - "Registration Open for Trustee Training Week," "Greenwood Awarded ALA Grant," "Colby Receives Kindness Statue," "WAAL/TSS Conference Happening in August," "WVLS Libraries Participate in State Parks Program," "Sepnafski Shares Budget Expertise," "NICE Team Update."
- [August 2023](#) - "New Staff Member to Join WVLS," "Get Ready for Library Card Sign-Up Month," "Rhinelander Serves as Food Wagon Location," "Guest Feature: Library Offers Menstrual Products," "Crandon Completes Green Space Project," "Minocqua Creates Community Banner," "Registration Open for Tech Days 2023."

Thank you to all area library staff for sharing news from their libraries!

TECHNOLOGY PROJECTS OVERVIEW

WVLS Internal Projects, Library Projects, and Core Services Support

Site Visits. Since beginning work in April, **Erica Brewster** has completed site visits to 11 libraries and 2 branches. Visits to the remaining libraries are being scheduled for August/early fall. Brewster is meeting with the library director or designated technology staff to review and update the technology asset inventory (currently focusing on computers, printers, peripherals, and various software/services; future visits will focus on updates to network infrastructure) and develop a strategy for updating outdated devices and to share documentation with the library. In addition, libraries responded to a survey of use/interest in use of technology services offered by WVLS/LEAN WI, including print management (Princh), public computer timing software (Pharos), Kajeet hot spots for public deployment. Results:

- Library staff can review the shared asset inventory to confirm accuracy and inform WVLS of changes to asset and asset use.
- Libraries are placing orders or making plans to place orders to replace outdated equipment.
- Computers receive a general health check, updated, and follow-up concerns are noted.
- Assessment of staff training needs and interests.

Comprehensive on-site technology consultation visits allow for a broad, proactive conversation about each library's unique and often changing needs for both public and staff computing in the larger context of public library service rather than just focusing on solving an acute problem. Once a baseline of service is established for each library, future conversations can be strategic while addressing immediate concerns.

Additional Projects. Other projects being worked on include:

- migrate Pharos (public computer timing program) for five libraries currently using the program to an updated server which involves manually recreating current settings on the new server then scheduling after-hours work to remove and reinstall the programs on all public PCs and redirecting to the new server;
- review Deep Freeze (public PC management software that prevents changes to computers) configuration and console status at all member libraries and prepping for migration of consoles not currently visible to a central console;
- deploy Patch-My-PC software update/maintenance program for force updating internet browsers and other select updates on public and staff PCs; and
- develop a working document for libraries and internal staff for reporting and responding to internet/service outages, including after hours support.

PUBLIC LIBRARY CONSULTANT SERVICES

WPLC Board Meeting and 2024-2025 Budget Increases

Rachel Metzler attended the Wisconsin Public Library Consortium (WPLC) Board meeting on June 12. During this meeting, the board discussed the formula for digital library magazine subscription and decided on a formula using 75% magazine usage and 25% population for the 2024 budget. The allocation for the digital library magazine subscription in the 2024 WPLC budget is \$100,000 statewide. The WVLS portion of this will be \$3,921. This amount will be invoiced to member libraries in 2025. See NOTE below.

The Board also approved the [2024 budget](#) and a preliminary [2025 budget](#) (which is subject to change). The 2024 budget includes a statewide increase of \$93,194 over the 2023 budget. This increase is due to the continued 5% increase to the collection budget, an increase in project management costs, and an additional scholarship to attend Digipalooza, a national OverDrive Conference, which next occurs in 2025. For the 2025 budget, the statewide increase is approximately \$71,000 from the 2024 budget.

NOTE: WVLS uses a bill behind method for WPLC costs for our libraries. In 2024, libraries will be invoiced for their portion of the 2023 costs. They will see an increase in costs related to the addition of the digital library magazine subscription based on their patrons' usage of the magazine collection and population, ranging from \$9.08 to \$1,906.88 in addition to their member shares. Member shares are calculated based on usage of the OverDrive collection (not including magazines) and population. This budget is available to view on the [WVLS website](#).

In 2025, WVLS member libraries will see an increase in their member share because of the increase in the 2024 WPLC budget. The WVLS buying pool increases \$3,106 from 2023, while magazines are budgeted \$3,921 (this is a decrease from the 2023 budget for magazines at \$3,960).

Additionally, the Board is planning an in-person Visioning Session for WPLC Board members for Fall 2023. The Visioning Session may include the following potential topics: 501c3 discussion, technology collaborations, statewide delivery, and sustained funding for the Wisconsin Digital Library.

Inclusive Services

Sherry Machones provided an Inclusive Services Update with WVLS and Northern Waters Library Service member libraries in June and July.

The [June Update](#) shared resources on the Prison Libraries Act of 2023, the U.S. Department of Arts and Culture Honor Native Land Virtual Acknowledgement Pack, information on trauma-informed approaches as a way to promote safety, empowerment, and healing to patrons, and news on increases of banning works by Native American authors.

The [July Update](#) was very lengthy as there was much to share that month. The update addressed sessions from the 2023 American Library Association Conference in Chicago; highlighted a newly

released Cooperative Children’s Book Center (CCBC) *2022 Diversity Statistics* report that shares the number of books received by and about Black, Indigenous, and People of Color (BIPOC); and shared the [Library Resilience Toolkit](#) from the City Library Collective, a [Mental Health Toolkit](#) from Mental Health America; and the Public Library Association’s [Public Library Services for Strong Communities Report](#).

Data Analysis and Reporting

The Department of Public Instruction Library Services Team released the results and report of a statewide Data Landscape Survey in June. Understanding and using data is a new focus for the DPI and a statewide Library Data Services Workgroup has been established. **Erica Brewster**, WVLS’s newly minted Data and Technology Services Consultant, is a member of this workgroup and will be charged with developing and implementing a data analysis, training, and communication strategy for WVLS and member libraries while learning and coordinating efforts happening statewide.

Initial steps were to revise the *WVLS Statistics* booklet to include more graphs and definitions to help interpret WVLS member library annual report data. A *Digital Byte* explaining the *WVLS Statistics* booklet and ways in which to use the data will be available soon.

Initial goals for this role are training library directors, staff, and library boards on interpreting and using statistics from both the annual report and other quantitative and qualitative sources, improving library advocacy for funding and community support, and identifying tools and resources for gathering, collating, analyzing, and disseminating useful library statistics and stories.

CONTINUING EDUCATION & TRAINING OPPORTUNITIES

Wisconsin Trustee Training Week

Registration is open for this year’s Wisconsin Trustee Training Week webinars. All webinars will begin at 12 p.m.

- Monday, August 21 – [How to Use Marketing to Position Your Library in Challenging Times](#) with Angela Hursh
- Tuesday, August 22 – [Wisconsin Library Law](#) with Kris Turner
- Wednesday, August 23 – [Nurturing Your Library Culture](#) with Jeannie Dilger
- Thursday, August 24 – [LGBTQ-Inclusive Trusteeship](#) with Ray Lockman
- Friday, August 25 – [Elected Officials are People, Too](#) with Lori Fisher

All webinars will be recorded and archived if trustees and library staff are unable to attend the live sessions. [See the website](#) for more information on the programs and to register.

Tech Days 2023

Tech Days is an annual collaboration between all 15 public library systems and the WI Department of Public Instruction to provide webinars to the library community on technology-related topics. Tech Days 2023, this year's 2-day event, will be held on September 12 and 13 and offers the following webinars:

- Tuesday, September 12, 10 am: Artificial Intelligence and the Library: The Current Landscape
- Tuesday, September 12, 1 pm: Dealing with Digital Distractions: Ideas and Recommendations for Libraries
- Wednesday, September 13, 10 am: When A Service Desk Isn't Enough: One-on-One Tech Assistance
- Wednesday, September 13, 1 pm: Making the Most of BadgerLink

Visit the [2023 Tech Days website](#) to find descriptions of the webinar sessions, read about the presenters, and to register for the sessions. All webinars will be recorded and captioned. Each webinar is worth 1.5 technology hours toward Wisconsin public library director certification.

WVLS Director's Retreat

Registration is now open for the WVLS Director's Retreat to be held on Friday, September 15, at the Hilton Garden Inn in Wausau. This year's theme, "Coming Together," will focus on improving community connections, reviewing library trends, and developing meaningful relationships with employees. Guest speakers include **Michelle Dennis**, Head of Public Services at the Hedberg Public Library in Janesville, and **Dr. Constance Kassor**, Associate Professor of Religious Studies at Lawrence University in Appleton. Registration for this workshop is by invitation only and several library directors from WVLS and surrounding systems have already let us know they plan to attend. We are excited for this event too!

Recent Trainings

Several new *Digital Bytes*, short training sessions produced by WVLS staff and colleagues from other libraries, have been recorded and made available online: Recent Digital Bytes include:

[Sources of Law](#): Wisconsin State Law Library's **Carol Hassler** from the Wisconsin State Law Library goes over the general structure of the U.S. Legal System, researching a law, and where to discover primary and secondary resources. This training is the fifth in a five-part "Legal Research" Digital Byte series.

[ILovePDF](#): **Erica Brewster** highlights a free online that merges, splits, compresses, converts, and rotates PDF files.

[Tips for Taking Better Photos](#): **Jamie Matczak** shares 13 tips for taking better photos on cell phones in this Digital Byte.

[Legal Programs in Libraries](#): **Carol Hassler** from the Wisconsin State Law Library talks about how public libraries in Wisconsin facilitate access to legal aid programs and law-related resources. This training is the fourth in a five-part "Legal Research" *Digital Byte* series.

INFO TO GO

COLAND Biennial Report on Wisconsin Libraries, 2021-2023

The Council on Library and Network Development (COLAND) recently submitted its [Biennial Report on the Value of Library Services, Statistical Report, Challenges, Opportunities, and Recommendations](#) and to State Superintendent of Public Instruction Dr. Jill Underly and members of the WI Department of Public Instruction Team. The report recommends:

- Support affordable statewide broadband and digital equity.
- Support adequate staffing at libraries.
- Maintain or increase current staff retention rates for all libraries.
- Encourage youth to consider the field of library science.
- Protect intellectual freedom and the Freedom to Read.
- Reduce barriers to licensing/certification for librarians, especially those which disproportionately affect underrepresented groups.
- Continue to advocate for state aid to libraries at a level that will maintain or increase potential impact.
- Ensure library facilities and buildings are well maintained, provide sufficient space and are capable of meeting the needs of their customers.

UPCOMING EVENTS / MEETINGS

- August 1 - **WVLS V-Cat Bibliographic Control / Interface Committee meeting**
- August 2 – WPLC (Wisconsin Public Library Consortium) Technology Steering Committee meeting
- August 4 – SRLAAW (System and Resource Library Administrator’s Association of Wisconsin) meeting; Marathon County Public Library
- August 8 – **WVLS V-Cat Bibliographic Control / Interface Committee meeting**
- August 10 - **WVLS V-Cat ILS Evaluation and Review Committee meeting**
- August 11 – **WVLS V-Cat Cooperative Circulation Committee meeting**
- August 15 – DPI-hosted meeting of System Directors
- August 15 – DPI-hosted meeting of System Youth Services Consultants
- August 15 – Taylor County Library Board meeting
- August 16 – **WVLS V-Cat ILS Evaluation and Review Committee meeting**
- August 16 - System Technology Staff Annual Gathering; Kilbourn Public Library, Wisconsin Dells
- August 16 - Library Services Data Workgroup meeting
- August 17 – **WVLS Library Advisory Committee meeting**
- August 17 - **WVLS/IFLS/NWLS Website Office Hours**
- August 19 - **WVLS Board of Trustees meeting**
- August 21-25 – **Wisconsin Trustee Training Week**

- August 22 - WLA Conference Planning Committee meeting
- August 23 – DPI-hosted meeting of System Continuing Education Consultants
- September 4 – **WVLS OFFICE CLOSED**
- September 7 – **WVLS V-Cat Council meeting**
- September 8 – COLAND (Council on Library and Network Development) meeting
- September 12 – 13 – **2023 Tech Days Webinars**
- September 15 – **WVLS Public Library Directors Retreat**; Hilton Inn, Wausau
- September 16 - **WVLS Board of Trustees meeting**
- September 20 – **WVLS V-Cat Cataloging Training on Attaching Items**
- September 27 – DPI-hosted meeting of System Continuing Education Consultants
- September 27 – **WVLS V-Cat Sierra Cataloging Training on Marc Alerts**
- October 5 – **WVLS V-Cat In-Person Training Day**
- October 10 – **WVLS/IFLS/NWLS Website Office Hours**
- October 10 - WLA Conference Planning Committee meeting
- October 11 – **WVLS V-Cat Sierra / Aspen Training**
- October 13 – **WVLS V-Cat Cooperative Circulation Committee meeting**

Thank you for reading!

Marla

Joint Committee on Finance
Public Instruction Omnibus Motion 103
Adopted June 14, 2023

State Library Aid Items

26. *Public Library Aid (Paper #658)*. Adopt Alternative 2 to provide \$2,000,000 SEG in 2023-24 and \$4,000,000 in 2024-25 above base level funding of \$20,013,100 for public library system aid. The segregated revenue is provided from the state universal service fund, which receives its funding through assessments on annual gross operating revenues from intrastate telecommunications providers.

27. *Recollection Wisconsin (LFB Summary, page 513, item #21)*. Provide \$150,000 SEG in 2023-24 and \$300,000 SEG in 2024-25 for Recollection Wisconsin, and require the State Superintendent to annually distribute the funding to Wisconsin Library Services, Inc. (WiLS) to support the digitization of historic materials in public libraries throughout the state. Create an annual, sum certain SEG appropriation for this purpose. The segregated revenue would be provided from the universal service fund, which receives its funding through assessments on annual gross operating revenues from intrastate telecommunications providers.

28. *BadgerLink and Newslines for the Blind (LFB Summary, page 513, item #22)*. Provide \$104,000 SEG in 2023-24 and \$203,000 SEG in 2024-25 above base level funding of \$3,283,300 to maintain the current level of services provided through BadgerLink and Newslines for the Blind.

29. *Library Services Contracts (LFB Summary, page 514, item #23)*. Provide \$29,800 SEG beginning in 2024-25 above base level funding of \$1,367,700 to fully fund the cost of statutorily-required library service contracts for resources of specialized library materials and other information. The segregated revenue is provided from the state universal service fund, which receives its funding through assessments on annual gross operating revenues from intrastate telecommunications providers.

Note: Above excerpt appears on page 4 in complete document linked here:

https://docs.legis.wisconsin.gov/misc/lfb/jfcmotions/2023/2023_06_13/001_department_of_public_instruction/motion_103_omnibus_motion



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June 8, 2023

Joint Committee on Finance

Paper #658

Public Library System Aids (DPI -- Administrative and Other Funding)

[LFB 2023-25 Budget Summary: Page 513, #20]

CURRENT LAW

Public library systems receive state aids in order to supplement public library services provided by local and county funds. In 2022-23, public library aid totaled \$20,013,100 SEG from the universal service fund.

The state segregated universal service fund (USF) receives its funding through assessments on annual gross operating revenues from intrastate telecommunications providers. The USF currently funds universal telecommunications services programs under the Public Service Commission (PSC); the telecommunications access program under the Department of Administration (DOA); BadgerLink, Newline for the Blind, and public library system aid under DPI; and BadgerNet under the University of Wisconsin (UW) System. Total USF appropriations are budgeted at \$48.2 million in 2022-23. The PSC modifies assessments each year to reflect appropriation levels and unappropriated assessments.

DISCUSSION POINTS

1. Public library systems were created by the Legislature in 1971 in order to improve and extend public library services, promote resource sharing among libraries, and increase access to library materials and services by the state's residents. Serving a specific geographic region, each system provides special services and programs not offered by municipal and county libraries individually. Currently, there are 16 library systems serving all 72 counties and every state resident. Library systems receive state aids for coordination and supplementation of services beyond what could be provided by county and local funds.

2. Library systems do not oversee the administration of local libraries, which remain

autonomous in regard to local services and operations. Municipal funds support the costs of providing basic library services at a municipal library to residents who pay taxes for library services. A county board may provide funds to individual municipal libraries or to public library systems. County funds, which must be provided under current law, are most commonly used to provide library service or access to it for county residents not residing in a municipality that operates its own library. Counties may also provide services themselves through county libraries.

3. State aids are distributed according to a statutory formula based on the amount of state aid each public library system received in the prior year. State funds are intended to fund system services that are required by statute. Such services include interlibrary loans, reference referral, continuing education, services to users with special needs, resource library services, collection development, and multi-type library cooperation. However, systems also have the authority to develop programs that meet area needs and support such programs with state aid. Each system must provide DPI with an annual report and a proposed service plan as a condition of receiving aid, and state statutes require DPI to conduct an annual audit to ensure that no more than 20% of state funds are used for administrative purposes.

4. Prior to 2003 Act 33 (the 2003-05 biennial state budget), public library aids were fully funded with general purpose revenue (GPR). Under Act 33, a supplemental public library aid appropriation was created, funded with USF moneys. Public library systems were funded from a combination of the two appropriations through 2008-09. Under 2009 Act 28 (the 2009-11 biennial budget), the GPR appropriation was deleted and the SEG appropriation was increased, becoming the sole funding source for state aid to library systems.

5. One-time funding of \$500,000 SEG in 2017-18 and \$1,000,000 SEG in 2018-19 was provided under 2017 Act 59 as a result of a corresponding decrease in funding for the Technology for Educational Achievement (TEACH) program under DOA. TEACH provides eligible entities, including public libraries, with access to the Internet and two-way interactive video services through rate discounts and subsidized installation of data lines and video links. The one-time funding is not part of the base for the 2019-21 biennium. However, the Legislature provided an additional \$1,000,000 SEG annually beginning in 2019-21 under 2019 Act 9, which maintained funding at the same dollar amount as under the one-time funding. A further increase of \$2,500,000 SEG in 2021-22 and \$4,000,000 SEG in 2022-23 was provided under 2021 Act 58.

6. Historically, state funding for public libraries has been indexed relative to total operating expenditures from local and county sources for all public library systems in the state. Prior to 2017 Act 59 (the 2017-19 biennial budget), state statutes required DPI to include in its agency budget request a request for additional funding for public library systems so that state aid would be equal to 13 percent of estimated prior year local and county expenditures. Act 59 eliminated that requirement.

7. The table below shows the level of state aid for public library systems between 2013-14 and 2022-23, as well as total operating expenditures from local and county sources and state aid as a percentage of local expenditures.

**State Aid to Public Library Systems, Local and County Expenditures, and Aid as a Percentage of Local and County Expenditures, 2013-14 through 2022-23
(\$ in Millions)**

<u>Fiscal Year</u>	<u>Appropriation</u>	<u>Local Expenditures*</u>	<u>Aid as a % of Prior Calendar Year Expenditures</u>
2013-14	\$15.0	\$217.1	6.9%
2014-15	15.0	223.4	6.7
2015-16	15.0	232.1	6.5
2016-17	15.0	225.9	6.6
2017-18	15.5	243.7	6.4
2018-19	16.0	248.6	6.4
2019-20	16.0	254.9	6.3
2020-21	16.0	245.6	6.5
2021-22	18.5	248.6**	7.4**
2022-23	20.0	253.5**	7.9**

*Library expenditures are recorded on a calendar year basis; the expenditures shown for fiscal year 2013-14 are from calendar year 2013, the expenditures for fiscal year 2014-15 are for calendar year 2014, and so on.

** Estimated.

8. It is estimated that the current level of state public library aid will equal 7.8% of local and county expenditures in 2023-24 and 2024-25. **Assembly Bill 43/Senate Bill 70 included an increase of \$7,000,000 SEG annually above base level funding of \$20,013,100 SEG for public library system aid, but in a technical errata, the Department of Administration requested that the amount be reduced to \$5,000,000 SEG annually, the same amount as was included in DPI's agency budget request.** This \$5 million increase would provide state funding equal to approximately 9.8% of local and county funding in the first year of the biennium and 9.7% in the second year. [Alternative 1] The bill reduces funding for the USF-funded TEACH program under DOA by \$5,254,000 in 2023-24 and \$5,532,800 in 2024-25, which would cover the cost of the increases provided to USF funded programs under DPI (including public library aid, funding for library service contracts, funding for BadgerLink and Newslines for the Blind, and funding for a new appropriation for Recollection Wisconsin).

9. **The Wisconsin Library Association (WLA) has proposed an increase of \$2,000,000 in 2023-24 and \$4,000,000 in 2024-25.** [Alternative 2] These amounts would provide state funding equal to 8.6% of local and county funding in 2023-24 and 9.3% of local and county funding in 2024-25. WLA indicated that additional state aid would be targeted to three priority areas: (1) workforce and economic development, including online courses and in-person resume and interview coaching and business plan development assistance; (2) information technology, such as providing wireless internet access, coding initiatives, and technology trainings; and (3) reading proficiency and lifelong learning, including providing STEM programs, summer reading programs, and creative learning labs for all ages to learn robotics, 3D modeling, and other skills.

10. If the Committee wishes to provide additional funding for library systems at a reduced

cost, the Committee could provide an increase of \$2,000,000 SEG in each year, which would fund an estimated 8.6% of local and county funding in each year. [Alternative 3]

11. The Committee could also consider providing additional funding totaling \$1,000,000 SEG in each year, which would fund an estimated 8.2% of local and county funding in each year. [Alternative 4]

ALTERNATIVES

1. Provide an increase of \$5,000,000 beginning in 2023-24 above base level funding of \$20,013,100, which would fund an estimated 9.8% of local and county funding in 2023-24 and 9.7% in 2024-25.

ALT 1	Change to Base
SEG	\$14,000,000

2. Provide an increase of \$2,000,000 in 2023-24 and \$4,000,000 in 2024-25 above base level funding of \$20,013,100, which would fund an estimated 8.6% of local and county funding in 2023-24 and 9.3% in 2024-25.

ALT 2	Change to Base
SEG	\$6,000,000

3. Provide an increase of \$2,000,000 annually above base level funding of \$20,013,100, which would fund an estimated 8.6% of local and county funding in each year.

ALT 3	Change to Base
SEG	\$4,000,000

4. Provide an increase of \$1,000,000 annually above base level funding of \$20,013,100, which would fund an estimated 8.2% of local and county funding in each year.

ALT 4	Change to Base
SEG	\$2,000,000

5. Take no action.

Prepared by: Christa Pugh

Marathon County Budget Report

Library

Org. Level: Library Cost Center

Fund: 101 General Fund

2023 Original Requested Budget *	2023 Modified Budget Tax Levy 2	2024 Requested Budget Tax Levy2	Variance of 2023 Modified Budget vs 2024 Requested	Variance of 2023 Requested Budget vs 2024 Requested
	3,217,685	3,666,423	448,738	
3,636,685		3,666,423		29,738

Revenues	2023 Original Requested Budget	2023 Modified Budget2	2024 Requested Budget2	Variance
46100 - 46170 Sale of Maps, Poll Lists, Copies	10,000	10,000	12,000	2,000
46100 - 46190 Other General Government Fees	20,000	20,000	24,000	4,000
46500 - 46199 Employee Share of Insurance	-	-	-	-
46500 - 47393 Local Department Charges Internal Service Fund	-	-	-	-
46700 - 46710 Library Fees	50,000	50,000	45,000	(5,000)
48200 - 48200 Rental of Buildings and Property	43,153	43,153	42,153	(1,000)
49200 - 49210 Transfer from the General Fund	-	356,603	-	(356,603)
Total	123,153	479,756	123,153	(356,603)

Operating Expenses	2023 Original Requested Budget	2023 Modified Budget2	2024 Requested Budget2	Variance
50210 - 52130 Accounting and Audit Services	1,300	1,300	1,300	-
50210 - 52131 Financial, Banking and Investment Services	1,300	1,300	1,200	(100)
50210 - 52192 Other Professional Services	6,500	6,500	6,500	-
50220 - 52250 Telephone, Internet and Cable	25,000	25,000	22,750	(2,250)
50240 - 52420 Machinery/Equipment Maintenance Services	6,500	6,500	6,500	-
50250 - 52560 Other Special Services	47,000	47,000	34,000	(13,000)
50250 - 52561 Reimburse County	5,000	5,000	6,400	1,400
50290 - 52140 Technology Services	27,500	27,500	16,000	(11,500)
50290 - 52932 Copier Charges	-	-	6,500	6,500
50290 - 52990 Sundry Contractual Services	9,000	9,000	15,000	6,000
50310 - 53110 Postage and Courier	2,500	2,500	1,700	(800)
50310 - 53130 Printing and Forms	10,000	10,000	5,000	(5,000)
50310 - 53142 Software - IT	-	-	6,000	6,000
50310 - 53161 Books Library	274,250	280,326	274,250	(6,076)
50310 - 53168 Audio-Visual Materials	60,000	60,527	60,000	(527)
50310 - 53169 E-Books Library	29,100	29,100	34,252	5,152
50310 - 53190 Office Supplies	28,800	28,800	27,000	(1,800)

50320 - 53220 Subscriptions	19,000	19,000	18,600	(400)	
50320 - 53221 Electronic Subscriptions	21,000	21,000	31,000	10,000	
50320 - 53240 Membership Dues	104,701	104,701	118,497	13,796	
50320 - 53250 Registration Fees/tuition	4,000	4,000	3,500	(500)	
50320 - 53260 Advertising	4,000	4,000	4,000	-	
50330 - 53321 Personal Auto Mileage	3,000	3,000	3,500	500	
50330 - 53350 Meals	400	400	-	(400)	
50330 - 53360 Lodging	400	400	-	(400)	
50340 - 53410 Meeting Expenses	2,000	2,000	2,700	700	
50340 - 53494 Technology Supplies	10,000	10,000	3,000	(7,000)	
50390 - 53916 Other Personal Effects	-	-	-	-	
50390 - 53936 Other Supplies	13,000	13,000	10,000	(3,000)	
50510 - 55190 Insurance Other Premiums	44,961	44,961	48,000	3,039	
50530 - 55320 Building/Offices Rent	65,000	65,000	65,000	-	
Total	825,212	831,815	832,149	334	6,937

Personnel Expenses	2023 Original Budget			Variance	
	Request	2023 Modified Budget2	2024 Requested Budget2		
50110 - 51111 Salaries and Wages	2,087,903	2,087,903	2,078,706	(9,197)	
50110 - 51120 Overtime	-	-	22,935	22,935	
50130 - 51390 Other Special Pay		(69,000)	-	69,000	
50150 - 51510 Social Security	159,783	159,783	160,775	992	
50150 - 51520 Retirement Employers Share	131,080	131,080	131,875	795	
50150 - 51541 Dental Insurance	12,651	12,651	13,740	1,089	
50150 - 51550 Life Insurance	943	943	7,016	6,073	
50150 - 51560 Workers Compensation	1,283	1,283	1,261	(22)	
50150 - 51580 Unemployment Compensation	2,085	2,085	2,102	17	
50150 - 51590 Other Employer Contributions	37,998	37,998	30,030	(7,968)	
50150 - 51593 Health Insurance	500,900	500,900	508,987	8,087	
Total	2,934,626	2,865,626	2,957,427	91,801	22,801

* Original requested budget line items different due to switch from Cayenta to Workday, but totals for overall revenue and expenses match.