



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, December 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/196658869> or number **1 877 309 2073**. Access Code for dialing in 196-658-869.**

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](mailto: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. (10 minutes) Library Service Highlight: Interlibrary Loan – For Discussion and Informational Purposes Only**
- 8. MOTION TO GO INTO CLOSED SESSION (roll call vote suggested)**
  - A. Pursuant to §§ 19.85(1) (c) for the purpose of conducting a performance evaluation of the Director.
- 9. MOTION TO RETURN TO OPEN SESSION (roll call vote not suggested)**

Announcements and/or Action Regarding Closed Session Discussions
- 10. Announcements**
- 11. Request for Future Agenda Items**
- 12. Next Meeting Dates**
  - Monday 01/22/2024
  - Monday 02/19/2024
  - Monday 03/18/2024
  - Monday 04/15/2024

13. Adjourment

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](mailto: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: December 12, 2023

EMAILED TIME: 8:02 a.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, November 20, 2023.

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

Absent:

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell and one additional visitor. Remote visitors: Marla Sepnafski

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 REID RAYOME; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE OCTOBER 2023 MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY GARY GISSELMAN TO APPROVE THE OCTOBER 16, 2023, BILLS AND SERVICES REPORT. MOTION CARRIED.**

Public Comments –None

President – The annual performance review of the Director will occur in December. Membership of trustees on the standing committees will be reviewed at either the December or January meeting.

Other Board Members – None

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

- The Athens branch is in its new location at 203 Alfred St. Due to the hard work of staff members, the movers were only needed for three days. There will be a ribbon cutting at the new building on December 9<sup>th</sup> from noon to 2pm.
- The new self-checkout machines are operational.
- The library's annual staff development day will be on December 1<sup>st</sup>.
- The Strategic Plan was delayed for a month but is now in progress. There is a link on the library website for the public to fill out a survey, invites went out for in person and virtual community conversations and Q&A boards are at all locations.
- Witmer Furniture recently donated and delivered a cubby shelving unit for the children's area. It will be used for Traveling Tales, bags with themed books and activities. Witmer Furniture is working on additional shelving units for the library.

Board Committees – None

Friends of the Library –

- The first weekend of November the Friends of the Library had their big sale and brought in \$4657.
- At their next meeting the Friends will consider the library's request for 2024 programming funds.

MCPL Foundation – None

Wisconsin Valley Library Service – The Board met November 18<sup>th</sup>. Kari Sweeney noted that there is a high level of collaboration within the state between the libraries and library systems, aimed at enhancing the patron experience.

Meeting Room Policy Update - The meeting room policy was updated to change the Conference Room from a public meeting space to a study room. This change gives more flexibility for the use of this space and will likely increase its use. The update also includes changes to increase uniformity with other policies.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO APPROVE THE MEETING ROOM POLICY AS PRESENTED. MOTION CARRIED.**

Library Service Highlight: New Self Checkouts - Presented by Alexander Johnson, Support Services Manager

- The new self-checkout machines are a conduit to the Sierra software that is used by the library system to track materials and patron use. This is done via the RFID tags placed in library materials that contain miniature radios that identify items.
- Machines like this are usually expected to last for 10 years. The previous machines were installed in 2006 and were no longer consistently working.
- The library received three quotes for new machines and chose FE Technologies based on these factors:
  - Product price up front
  - Maintenance price over time
  - References
  - Features
- Installation has proceeded so core functions are online.
- Going forward the library may adjust the light features, refine customer messages and/or add cash handling capabilities.

Announcements - None

Request for Future Agenda Items – None

**A MOTION WAS MADE BY GARY GISSLEMAN; SECONDED BY REID RAYOME TO ADJOURN AT 12:34 P.M. MOTION CARRIED.**

  
Library Director or Designee

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, October 16, 2023.

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

Absent: Andrea Sheridan

Others: Alexander Johnson, Heather Wilde, Stephanie Martell, David Hahn Remote visitors: one additional remote visitor

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

**A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY REID RAYOME TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE SEPTEMBER 2023 MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY BRENT JACOBSON TO APPROVE THE SEPTEMBER 18, 2023, BILLS AND SERVICES REPORT. MOTION CARRIED.**

Public Comments –None

President – The MCPL Board of Trustees was presented with the Lee Burress Intellectual Freedom Award from the Wisconsin Council of Teachers of English. Kari Sweeney, Reid Rayome and Gary Gisselman accepted the award on October 13<sup>th</sup>.

Other Board Members – None

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

- The library will be fully staffed on October 30<sup>th</sup>.
- Kitty R. is the new branch coordinator at Athens and is working on the layout of the shelving in the new location. Movers will be moving items to the new location the week of November 6<sup>th</sup>.

Board Committees – None

Friends of the Library – The members-only sale is this Saturday, October 21<sup>st</sup>. The next Friends meeting is October 23<sup>rd</sup>.

MCPL Foundation – The next Foundation meeting is in November.

Wisconsin Valley Library Service – The next WVLS Board meeting will be in November. Next week is the Wisconsin Library Association conference in Middleton.

January 2024 Meeting Date Change Due to Marathon County having a staff day on January 15, 2024, the Board of Trustees meeting will move to January 22, 2024.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY LEEANN PODRUCH TO MOVE THE JANUARY BOARD MEETING TO JANUARY 22, 2024. MOTION CARRIED.**

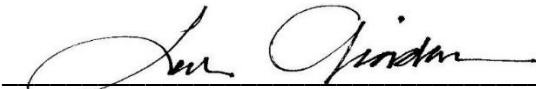
2024 MCPL Holiday Closures – In 2024 MCPL will discontinue floating holidays for staff and align with the standard county holiday schedule by closing the day after Thanksgiving and New Year’s Eve.

**A MOTION WAS MADE BY BRENT JACOBSON; SECONDED BY BECKY BUCH TO APPROVE THE 2024 MCPL HOLIDAY CLOSURE SCHEDULE. MOTION CARRIED.**

Announcements - None

Request for Future Agenda Items - None

**A MOTION WAS MADE BY BRENT JACOBSON; SECONDED BY REID RAYOME TO ADJOURN AT 12:15 P.M. MOTION CARRIED.**



Library Director or Designee

# Marathon County Public Library Bills for Approval November, 2023

<b>Library</b>		
52131	Financial, Banking and Investment Services	
	Unique Management Services Inc	34.95
	<b>Financial, Banking and Investment Services</b>	<b>34.95</b>
52250	Telephone, Internet and Cable	
	Charter Communications	512.95
	Frontier	1388.83
	<b>Telephone, Internet and Cable</b>	<b>1901.78</b>
52560	Other Special Services	
	Amazon Capital Services	44.89
	Baker & Taylor Company	4985.85
	<b>Other Special Services</b>	<b>5030.74</b>
52561	Reimburse County	
	Everett Roehl Marshfield Public Library	90
	<b>Reimburse County</b>	<b>90</b>
52932	Copier Charges	
	Marco Technologies LLC	483.46
	<b>Copier Charges</b>	<b>483.46</b>
52990	Sundry Contractual Services	
	City of Neillsville- Public Library	16
	Colby Community Library	22
	Frances L Simek Memorial Library	16.99
	IROW	38.2
	Systems Technologies	715
	WI Valley Library Service	908
	Witmer Furniture LLC	110.14
	<b>Sundry Contractual Services</b>	<b>1826.33</b>
53130	Printing and Forms	
	Roto Graphic Printing Inc	131
	<b>Printing and Forms</b>	<b>131</b>
53142	Software - IT	
	Heartland Business Systems	413.64
	<b>Software - IT</b>	<b>413.64</b>
53161	Books Library	
	Amazon Capital Services	4033.64
	Baker & Taylor Company	33323.32
	OverDrive Inc	2232.09
	<b>Books Library</b>	<b>39589.05</b>
53168	Audio-Visual Materials	
	Amazon Capital Services	1298.91
	Baker & Taylor Company	3357.89
	Blackstone Publishing	443.5
	Midwest Tape LLC	1268.48
	Playaway Products LLC	1819.81
	<b>Audio-Visual Materials</b>	<b>8188.59</b>
53190	Office Supplies	
	Amazon Capital Services	322.58
	Staples	1085
	<b>Office Supplies</b>	<b>1407.58</b>
53220	Subscriptions	
	Ebsco Information Services	12958.97



	<b>Subscriptions</b>	<u>12958.97</u>
53321 Personal Auto Mileage Staff		441.23
	<b>Personal Auto Mileage</b>	<u>441.23</u>
53410 Meeting Expenses		
Amazon Capital Services		94.68
	<b>Meeting expense</b>	<u>94.68</u>
53494 Technology Supplies		
Amazon Capital Services		87.01
WI Valley Library Service		470
	<b>Technology Supplies</b>	<u>557.01</u>
53936 Other Supplies		
Amazon Capital Services		399.29
Demco		402.71
Playaway Products LLC		165.6
	<b>Other Supplies</b>	<u>967.6</u>
55320 Building/Offices Rent		
Athens, Village		6710.82
Marathon City, Village of		1136.38
Metro Fire Protection, Inc.		68
Mosinee, City		45.27
Stratford, Village		1046.42
WI Public Service Corporation		283.66
	<b>Building/Offices Rent</b>	<u>9290.55</u>
<b>Library - Gifts/Donations</b>		
53161 Books Library		
Baker & Taylor Company		182.83
	<b>Books Library</b>	<u>182.83</u>
53168 Audio-Visual Materials		
Baker & Taylor Company		53.98
	<b>Audio-Visual Materials</b>	<u>53.98</u>
53936 Other Supplies		
Amazon Capital Services		532.69
Grall, Chris		150
Portage County Public Library Foundation Inc.		250
Staples		27.23
Tank Mates LLC		1393
	<b>Other Supplies</b>	<u>2352.92</u>
<b>CIP Library</b>		
53494 Technology Supplies		
WI Valley Library Service		52542.92
	<b>Technology Supplies</b>	<u>52542.92</u>
53936 Other Supplies		
Amazon Capital Services		159.98
Streveler Fab & Machine, Inc.		190
Yerges Moving and Storage.		9823.06
	<b>Other Supplies</b>	<u>10173.04</u>
<b>Grand Total</b>		<b>148712.85</b>

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

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b><u>Library Cost Center</u></b>				
<b>Revenues</b>				
46170 Sale of Maps, Poll Lists, Copies	10000	1227	7906.72	-2093.28
46190 Other General Government Fees	20000	2295	32896.54	12896.54
46710 Library Fees	50000	2185.54	41233.79	-8766.21
48200 Rental of Buildings and Property	43153	0	42153	-1000
49210 Transfer from the General Fund	356603	0	356603	0
<b>Total Revenues</b>	<b>\$ 479,756.00</b>	<b>\$ 5,707.54</b>	<b>\$ 480,793.05</b>	<b>\$ 1,037.05</b>
<b>Personnel Expenses</b>				
51111 Salaries and Wages	2087903	154353.58	1810006.19	277896.81
51120 Overtime	0	0	0	0
51390 Other Special Pay	-69000	1749.82	19134.92	-88134.92
51580 Unemployment Compensation	2085	0	0	2085
51510 Social Security	159783	11146.38	131172.55	28610.45
51520 Retirement Employers Share	131080	9639.1	101458.32	29621.68
51541 Dental Insurance	12651	908.84	9702.14	2948.86
51550 Life Insurance	943	37.49	350.93	592.07
51560 Workers Compensation	1283	93.85	2524.47	-1241.47
51590 Other Employer Contributions	37998	1722	33525.46	4472.54
51593 Health Insurance	500900	34475.13	372552.05	128347.95
<b>Personnel Expenses Total</b>	<b>\$ 2,865,626.00</b>	<b>\$ 214,126.19</b>	<b>\$ 2,480,427.03</b>	<b>\$ 385,198.97</b>

## Operating Expenses

52130 Accounting and Audit Services	1300	0	0	1300
52131 Financial, Banking and Investment Services	1300	34.95	827.15	472.85
52192 Other Professional Services	6500	0	6500	0
52250 Telephone, Internet and Cable	25000	1901.78	20230.28	4769.72
52420 Machinery/Equipment Maintenance Services	6500	0	6059	441
52560 Other Special Services	47000	5030.74	31618.4	15381.6
52561 Reimburse County	5000	90	5907	-907
52140 Technology Services	27500	0	0	27500
52932 Copier Charges	0	483.46	5216.59	-5216.59
52990 Sundry Contractual Services	9000	1826.33	7161.86	1838.14
53110 Postage and Courier	2500	0	1144.14	1355.86
53130 Printing and Forms	10000	131	4430	5570
53142 Software - IT	0	413.64	4404.08	-4404.08
53161 Books Library	280326	39589.05	254589.26	25736.74
53168 Audio-Visual Materials	60527	8188.59	52861.3	7665.7
53169 E-Books Library	29100	0	29088.59	11.41
53190 Office Supplies	28800	1407.58	20420.02	8379.98
53220 Subscriptions	19000	12958.97	17078.62	1921.38
53221 Electronic Subscriptions	21000	0	15729.93	5270.07
53240 Membership Dues	104701	0	104181.84	519.16
53250 Registration Fees/tuition	4000	0	974	3026
53260 Advertising	4000	0	2119.58	1880.42
53321 Personal Auto Mileage	3000	441.23	2071.58	928.42
53340 Commercial Travel	0	0	3.1	-3.1
53350 Meals	400	0	0	400
53360 Lodging	400	0	0	400

53410 Meeting Expenses	2000	94.68	676.84	1323.16
53494 Technology Supplies	10000	557.01	3048.85	6951.15
53916 Other Personal Effects	0	0	63.9	-63.9
53936 Other Supplies	13000	967.6	10002.71	2997.29
55190 Insurance Other Premiums	44961	0	0	44961
55320 Building/Offices Rent	65000	9290.55	47831.22	17168.78
<b>Operating Expenses Total</b>	<b>\$ 831,815.00</b>	<b>\$ 83,407.16</b>	<b>\$ 654,239.84</b>	<b>\$ 177,575.16</b>
<b>Total Expenditures</b>	<b>\$ 3,697,441.00</b>	<b>\$ 297,533.35</b>	<b>\$ 3,134,666.87</b>	<b>\$ 562,774.13</b>
<b>Net</b>	<b>\$ (3,217,685.00)</b>	<b>\$ (291,825.81)</b>	<b>\$ (2,653,873.82)</b>	<b>\$ 563,811.18</b>

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

	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library - Gift/Donation Cost Center</b>				
Total Revenues	167,326.00	1,232.00	243,116.54	75,790.54
Total Expenditures	167,326.00	2,589.73	65,335.03	101,990.97
<b>Library - Gift/Donation Cost Center Net</b>	<b>0.00</b>	<b>(1,357.73)</b>	<b>177,781.51</b>	<b>177,781.51</b>
<b>CIP- Library Cost Center</b>				
Total Revenues	639,835.00	0.00	639,837.50	2.50
Total Expenditures	639,835.00	62,715.96	219,159.08	420,675.92
<b>CIP-Library Net Change</b>	<b>0.00</b>	<b>(62,715.96)</b>	<b>420,678.42</b>	<b>420,678.42</b>

## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of November 2023

Branch	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE	2022 YEAR-to-DATE	2023 YEAR-to-DATE	% CHANGE
ATHENS	1,921	1,802	-6.19%	15,620	18,126	16.04%
EDGAR	1,576	1,235	-21.64%	17,670	13,765	-22.10%
HATLEY	1,702	1,864	9.52%	19,426	21,141	8.83%
MARATHON	2,740	2,194	-19.93%	30,199	27,321	-9.53%
MOSINEE	2,384	2,225	-6.67%	27,173	27,694	1.92%
ROTHSCHILD	8,050	7,425	-7.76%	87,697	87,876	0.20%
SPENCER	1,225	1,194	-2.53%	12,909	12,497	-3.19%
STRATFORD	1,898	1,828	-3.69%	20,877	23,132	10.80%
WAUSAU	28,033	30,477	8.72%	319,473	340,382	6.54%
WAUSAU DRIVE UP	1,847	1,901	2.92%	20,695	19,933	-3.68%
HOMEBOUND	911	485	-46.76%	9,860	6,327	-35.83%
ILL	163	144	-11.66%	1,938	1,797	-7.28%
OVERDRIVE	13,853	17,186	24.06%	154,056	175,147	13.69%
<b>GRAND TOTAL</b>	<b>66,303</b>	<b>69,960</b>	<b>5.52%</b>	<b>737,593</b>	<b>775,138</b>	<b>5.09%</b>

\*MCPL Athens branch was closed November 6-11, to move into new location

## ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

November 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	136	0	18	0	0	642	0	796	18,126	4.39%	
EDGAR	0	0	9	0	0	0	0	9	13,765	0.07%	
HATLEY	6	0	12	0	0	0	0	18	21,141	0.09%	
MARATHON	1	0	8	1	0	3	0	13	27,321	0.05%	
MOSINEE	1	0	0	79	0	0	2	82	27,694	0.30%	
ROTHSCHILD	84	0	7	68	0	1	4	164	87,876	0.19%	
SPENCER	444	0	0	0	0	15	26	485	12,497	3.88%	
STRATFORD	3	0	0	0	0	1	0	4	23,132	0.02%	
WAUSAU	118	0	2,504	207	0	128	5	2,962	340,382	0.87%	
WAUSAU DRIVE UP	0	0	104	0	0	0	0	104	19,933	0.52%	
MISC*									183,271		
TOTAL MCPL	793	0	2,662	355	0	790	37	4,637	775,138	0.60%	
% of CIRC by COUNTY	0.10%	0.00%	0.34%	0.05%	0.00%	0.10%	0.00%				

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

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of November 2023

	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	66,715	52,184	-21.78%
RESIDENT CHILD	8,184	8,526	4.18%
HOMEBOUND	120	97	-19.17%
STAFF	66	65	-1.52%
TEMPORARY	459	565	23.09%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>75,544</b>	<b>61,437</b>	<b>-18.67%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	3,005	2,582	-14.08%
CHILD	230	232	0.87%
TEMPORARY	25	26	4.00%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWER</b>	<b>3,260</b>	<b>2,840</b>	<b>-12.88%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	402	413	2.74%
<b>GRAND TOTAL</b>	<b>79,206</b>	<b>64,690</b>	<b>-18.33%</b>





# Marathon County Public Library

## Director Report

### December 2023

## Highlights

### Library Services

In November, the Youth Services department celebrated DINOvember—a month long celebration of all things dinosaurs! Maria designed a dinosaur scavenger hunt, Rose installed a dinosaur-themed Early Literacy Center, and staff took dinosaur-themed photos for the library's social media accounts. Programming highlights from November include: A Family Glow Night featuring glow-in-the-dark stories and activities, LEGO Clubs, a 4H Foodie collaboration, a DIY 3D sculptures event, and our monthly Pokémon Club. LENA wrapped up with a total of six families graduating from two MCPL groups. Additionally, we welcomed two groups of refugees from the New Beginnings program and shared library resources with both. The Youth Services team also made time for outreach this month. Taylor attended the Head Start Resource Fair and met with staff from the Leigh Yawkey Woodson Art Museum. Moving forward, we are excited to collaborate with the Leigh Yawkey to host the Art Cluster in February; due to staffing challenges, the Wausau School District is unable to organize the program in 2024. Thanks to our partnership with the Leigh Yawkey, student artwork will continue to be displayed in the library! Taylor and Rose attended the Children's Imaginarium open house, making connections and brainstorming future collaborations. Youth staff continued to work on county-wide solar eclipse programming for April, a YALL (Young Adult Library Learners) group, teen programming in the spring, and booked SLP performers for summer.

Adult Services staff worked hard supporting our strategic planning initiatives, organizing programming for 2024, and finishing up 2023 projects this month. Allycia, Ben, and Chad have been hard at work marketing and promoting the community strategic plan survey and Q&A boards that went up at all MCPL locations this month. The survey can be found on our website, social media accounts, and was included in MCPL's latest e-newsletter! Chad has been diligently approving a fantastic slate of programs for all MCPL locations in 2024—our patrons can look forward to an exciting year of programming for all ages! Adult Services also has several projects nearing completion: Jailin is finishing up an extensive obituary index that will be sure to aid researchers, Jordan and Julie's historical newspaper cataloging project is almost complete, Kate is hard at work doing end-of-year weeding projects and purchasing library materials, and Kathy continues to support the team to finish up various projects. Programming highlights for the month of November include: Arts & Crafts with Adaptive Communities, Let's Talk! Social Hour, Movie Night, a popular Ancestry program hosted by Julie K. at our Rothschild branch, gardening

classes with Extension Marathon County, and History Speaks—The Gettysburg Address with the Marathon County Historical Society.

We have seen an uptick in behavior issues in the library from our adult patrons. Both teams attended a refresher meeting to go over our Behavior in the Library policy and guidelines for enforcing that policy.

*-Katelyn S, Library Services Manager*

## Cultural Threads Project

The Marathon County Public Library is excited to partner with Mosaic of North Central Wisconsin to share the organization's Cultural Threads Project!

"Cultural Threads: Expressing Identity Through Traditional Clothing" is a collection of dolls wearing handmade, authentic traditional cultural clothing. All cultures represented can be found in North Central Wisconsin. The project celebrates shared traditions while showcasing the variety of cultures living in our area.

This collection of dolls is a traveling exhibit throughout North Central Wisconsin, beginning in November 2023 and MCPL is the first stop! During the month of November, the full collection was displayed in the Children's Department at MCPL Wausau. Currently, each of our eight branches have 3-4 of the dolls on display throughout the first two weeks of December.

*- Chad Dally, Library Specialist*

## Branches

Our most exciting news of the month involves the move to our new building at 203 Alfred St in Athens! The move was scheduled for November 6-10, and went off without any major glitches. We sent the moving company home on Wednesday, two days earlier than expected. The Athens staff had moving assistance from MCPL staff members from Wausau, Spencer, Stratford, Mosinee, Hatley, and Rothschild. It was a true effort of our core value, Shared Purpose. The new library opened the doors to the public on Monday, November 13, 2023 welcoming many community members and their children.

In other exciting news, the Rothschild branch received a new self-check machine in mid-November. It is working very well and the patrons are pleased with the experience.

We held a lot of high quality adult programming at many of our branches in November. In Edgar and Stratford, a local health and life insurance agent gave helpful presentations on Medicare, Medicaid, and Long Term Care. Additional presentations are scheduled for the next few weeks. In Mosinee, the Marathon County Historical Society presented a fascinating program about the Mock Communist Takeover in Mosinee of 1950. In Rothschild, Julie K., the adult reference librarian, joined us on November 16th to teach a class about using Ancestry at the library. In Spencer, "Have you seen my keys?" was presented by Julie St. Pierre from the Alzheimer's Association of Wisconsin. This was a very informative program talking about signs of Alzheimer's, knowing the difference between Alzheimer's and forgetfulness in a person, and first steps to take when you see signs of Alzheimer's.

Each branch is also hosting pieces from the *Cultural Threads: Expressing Identity through Traditional Clothing* art exhibit. The exhibit features a collection of dolls with handmade, authentic, traditional clothing. The outfits represent different cultures found in North Central Wisconsin.

Stephanie, Library Business Specialist, made visits to multiple locations to assess furniture, give feedback on branch layouts, and discuss refurbishment.

Hatley served as a water collection site for the County Water Department on November 8<sup>th</sup>, 13<sup>th</sup>, and 15<sup>th</sup>.

Laura from Rothschild and Kitty from Athens attended the SOAR meeting on 11/28. All branches are participating in the Dream Big strategic planning process by hosting Community Q&A Boards.  
*-Laura W, Branch Team Lead*

## Library Services Statistics & Activities

### News

- Our Traveling Tales have a new home! Thanks to a generous donation from Witmer Furniture, you'll find all of our Traveling Tales kits housed in a beautiful (and practical!) new cubby bookshelf.
- The Policies and Procedures Committee met on Nov 2
- Youth Services held their monthly meeting on Nov 15
- Library Services participated in a SOAR analysis as part of the strategic planning process on Nov 28
- Library Services participated in professional development opportunities throughout the month
- Library Services curated book displays and booklists for patrons throughout the month
- Allycia, Chad, and Ben worked on marketing and promotion for various strategic planning efforts throughout the month
- Allycia created a marketing campaign for the Athens move
- Allycia was interviewed by WSAW
- Ben completed the MCPL monthly e-newsletter and is preparing content for the bimonthly newsletter
- Ben created new Aspen browse categories for On Order items
- Ben is working on creating a new catalog toggle on the mcpl.us homepage that will help patrons access our catalog with fewer clicks
- Ben updated our website and reservation processes to reflect changes in meeting room policy
- Chad attended an informational webinar on the 2024 "Check Out Wisconsin State Parks at Your Library program" on Nov 14
- Chad met with the Central Wisconsin Book Festival Committee on Nov 20 to discuss the 2023 and 2024 festivals
- Chad was a guest on WXCO 98.9FM/1230AM to discuss upcoming library programs, resources, and services on Nov 7 and 21
- Jailin and Katelyn met on Nov 3 to discuss Homebound Services and brainstorm areas for growth
- Jailin continued working on the WVLS Aspen Grouping and Forthcoming Fiction workgroups
- Jailin continued working on the obituary index project

- Jailin sent out a short survey to Homebound participants to assess their satisfaction in the program
- Jordan finished cataloging the historical newspaper project; he is collaborating with our Mosinee branch to determine the usefulness of some Mosinee-specific historical newspapers
- Jordan is preparing to take over the supplies inventorying and requisition process for Library Services
- Julie continued the MCPL history digitization project
- Julie began working on a “Best of 2023” booklist
- Julie completed a continuing education course on Nonfiction Reader’s Advisory
- Julie, Taylor, and Katelyn attended the Team Leads meeting on Nov 8
- Kate created new Book Discussion Kits with the help of Kathy and Support Services
- Kate weeded Adult Biographies from each location and plans to move around newer biographies
- Kathy continued grouping records in Aspen and withdrawing items in Sierra
- Robyn is working on enhancing the Tween area of the Wausau library with giant interactive games
- Robyn helped with library move in Athens
- Robyn continues to work on establishing our YALL (Young Adult Library Learners) group for teens
- Rose and Katelyn met on Nov 1 to plan the staff activity for MCPL Staff Development Day
- Rose attended the WVLS Youth Services Workshop at the T.B. Scott Free Library on Nov 30
- Rose and Taylor toured the new Children’s Imaginarium
- Taylor and Julie continued cleaning up and reorganizing programming materials after a busy 2023
- Taylor met with LENA staff to discussion graduation and do an inventory of supplies
- Taylor met with Leigh Yawkey Woodson Museum staff to discuss changes to Art Cluster program
- Taylor attended the Head Start Resources Fair evening on Nov 9
- Taylor met with the New Beginnings refugee families on Nov 10
- Katelyn attended the V-Cat Council meeting on Nov 2
- Katelyn visited the Rothschild branch on Nov 3
- Katelyn helped with the Athens move at the branch on Nov 6
- Katelyn attended the “Homeless Training: How to Manage Problematic Behavior” webinar from Ryan Dowd on Nov 7
- Katelyn led the Branch Coordinators meeting on Nov 17
- Katelyn attended the Library Board meeting on Nov 20
- Katelyn attended the NICE Team meeting on Nov 21
- Katelyn held rounding with individual staff throughout the month
- MCPL study rooms were booked 95 times in November
- Notary: 23 appointments
- Proctoring: 0 appointments
- Tech Time: 6 appointments
- Homebound Services:
  - Items sent out: 336
  - Volunteer deliveries completed: 16
  - New (or recently returned) HB patrons: 3
  - Active HB accts at the start of the month: 88
  - Reading slips, letters, or notes received: 34
- Weeding:
  - Athens: Adult Biographies
  - Edgar: Adult Biographies
  - Hatley: Adult Biographies
  - Marathon: Adult Biographies, Adult Music CD, Adult DVD, Juvenile Fiction, Juvenile Graphic Novels, Juvenile Series
  - Mosinee: Adult Biographies, YA Fiction, YA Nonfiction, YA Graphic Novels
  - Rothschild: Adult Biographies, Adult Large Print
  - Spencer: Adult Biographies

- Stratford: Adult Biographies, Adult Fiction, Juvenile Nonfiction
- Wausau: Adult Fiction, Adult Biographies, Adult Non-Fiction, Juvenile Graphic Novels, Juvenile Seasonal

## Events and Programs

### Youth Events

#### Story Times:

- November 2: Family Story Time—28
- November 6: Tales for Tots—30
- November 7: Book Babies—22
- November 9: Family Story Time—24
- November 13: Tales for Tots—42
- November 14: Book Babies—18
- November 16: Family Story Time—30
- November 20: Tales for Tots—33
- November 21: Book Babies—13
- November 27: Tales for Tots—38
- November 28: Book Babies—9
- November 30: Snow Globe Stories—46

#### Other Programs:

- November 2: LEGO Club —20
- November 8: Family Glow Night—36
- November 11: Dino Chris—15
- November 14: Pokemon Club—24
- November 16: LEGO Club—27
- November 16: Teen Crafts and Dragons—3
- November 22-25: 3D Paper Sculptures—75
- **Number of November Youth Services programs – 19**
- **Total attendance for November Youth Services programs – 533**

### Adults/All Ages Events

- Nov. 6: Adaptive Communities Arts & Crafts – 11
- Nov. 8: MCPL Social Hour (2 sessions) – 11
- MCPL Movie Night: “Barbie” – 18
- Extension Gardening: Wildlife Damage (2 sessions) – 7
- History Speaks: The Gettysburg Address at 160 (@ Marathon County Historical Society) – 78
- Adaptive Communities Arts & Crafts – 15
- **Number of November programs and activities – 8**
- **Total attendance/participation for November programs – 140**

## Media Summary

### Social Media Statistics:

- Facebook followers (MCPL): 5,139 (+29)
  - New likes (+23)
  - Unfollows (0)
- Twitter: 1,222 followers (-2)
- Pinterest: 965 followers (-1)
- Goodreads: 342 friends (+3); 1,478 reviews (+4)

- Instagram: 1,109 followers (+3)
- YouTube: 521 subscribers (+0)

#### Hot Happenings in the River District (email newsletter)

- November 1 – Friends of MCPL Book Sale
- November 9 – Cultural Threads Exhibit
- November 15 – Cultural Threads Exhibit
- November 22 – 3D Sculptures @ Wausau
- November 29 – Dream Big with MCPL (public survey)

#### WJFW Channel 12

- November 13 – New Marathon County Public Library Athens branch now open - [https://www.wjfw.com/news/new-marathon-county-public-library-athens-branch-now-open/article\\_0b8c3920-826f-11ee-9016-03a0b74e7f20.html](https://www.wjfw.com/news/new-marathon-county-public-library-athens-branch-now-open/article_0b8c3920-826f-11ee-9016-03a0b74e7f20.html)

#### WOSQ 92.3 FM (Spencer)

- November 22 – Marathon County Public Library invites community to participate in survey - <https://cwbradio.com/news/?id=42435>

#### WSAW Channel 7

- Warm up with November events at the Marathon County Public Library - <https://www.wsaw.com/2023/11/07/warm-up-with-november-events-marathon-county-public-library/>

#### WXCO 1230 AM, 98.9 FM

- November 7 - ...Talk to Chad Dally of the Marathon County Public Library on upcoming events there - <https://civicmedia.us/shows/chad-holmes-show/2023/11/07/joined-by-wausau-east-students-finn-noll-henna-smerda-lily-casey-to-discuss-their-roles-in-the-east-end-players-production-of-mean-girls-coming-to-east-this-weekend-also-talk-to-chad-dall>
- November 21 – ...We are joined by Chad Dally of the Marathon County Public Library - <https://civicmedia.us/shows/chad-holmes-show/2023/11/21/great-night-if-you-are-a-fan-of-the-marquette-or-wisconsin-basketball-teams-or-the-milwaukee-bucks-also-we-are-joined-by-chad-dally-of-the-marathon-county-public-library>

#### City Pages

- November 2 – Big Guide – Ongoing: Mobile Wi-Fi Hotspots available at MCPL, Friends of MCPL Book Sale, Crafts & Games Social Hour (MOS), Community Cookbook & Recipe Swap (EDG), MCPL Social Hour (WAU), Mosinee Book Club, Marathon City Book Club, Edgar Book Club, Hatley Book Club, MCPL Spencer Branch Cribbage, Athens Book Club, “Badger Aces” with Author Mike O’Connor (STR), MCPL Free Movie Night, Rothschild Book Club, Stratford Book Club; Lectures/Workshops: Medicare 101 (STR & EDG); Arts/Exhibits: Cultural Threads; Kids/Teens: Play & Learn (WAU), Family Story Time (STR), Family Story Time (WAU), LEGO Block Party (WAU), Read to a Therapy Dog (ROT), LEGO Block Party (ROT), Tales for Tots (WAU), Family Story Time (ATH), Create a Circuit Turkey (HAT), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT), Family Story Time (EDG), Family Story Time (MAR), Slimy Story time (SPE), Family Glow Night (WAU), Prehistoric Facts with Dino Chris (WAU), Pokémon Club (ROT), LEGO Block Party (WAU), Pokémon Club (MOS), Crafts & Dragons for teens (WAU)
- November 9 – Metro Briefs: Library “cuts” could be coming in budget. Big Guide – Ongoing: Mobile Wi-Fi Hotspots available at MCPL; Events: Mosinee Book Club, Marathon City Book Club, Edgar Book Club, Hatley Book Club, MCPL Spencer Branch Cribbage, Athens Book Club, “Badger Aces” with Author Mike O’Connor (STR), MCPL Free Movie Night (WAU), Yoga & Meditation Class (MOS), Rothschild Book Club, Stratford Book Club, “Badger Aces” with Author Mike O’Connor (SPE), Friends of MCPL Members Only Book Sale; Lectures/Workshops: Medicare 101 (EDG), Primer on Wildlife Damage (WAU), Genealogy Basics with Ancestry (ROT); Arts/Exhibits: Cultural Threads; Kids/Teens: Play & Learn (WAU), Family Story Time (STR), Family Story Time (WAU), Family Story Time (MAR), Tales for Tots (WAU), Family Story Time (ATH), Bouncing Babies Story Time (WAU), Family story Time (HAT), Prehistoric Facts with Dino Chris (WAU), Pokémon Club

- (ROT), LEGO Block Party (WAU), Pokémon Club (MOS), Crafts & Dragons for teens (WAU), Pokémon Club (EDG), Family Story Time (ROT), Family Story Time (EDG), 3D Paper Sculptures (WAU), Bad Art Night for Teens (MOS), 4-H Foodie (WAU), Snow Globe Stories & Fun (WAU)
- November 16 – Metro Briefs: County board passes budget more smoothly than last year; Big Guide – Ongoing: Mobile Wi-Fi Hotspots available at MCPL; Events: “Badger Aces” with Author Mike O’Connor (SPE), Friends of MCPL Members Only Book Sale, As the Page Turns Book Club (SPE), Climate Fiction Book Club (WAU); Lectures/Workshops: Genealogy Basics with Ancestry (ROT)
  - November 23 – Big Guide – Ongoing: Mobile Wi-Fi Hotspots available at MCPL; Events: Climate Fiction Book Clubs (WAU), Marathon County Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Stratford Book Club, As the Page Turns Book Club (SPE); Arts/Exhibits: Cultural Threads; Kids/Teens: Play & Learn (WAU), Family Story Time (STR), Family Story Time (MAR), Tales for Tots (WAU), Family Story Time (ATH), Bouncing Babies Story Time (WAU), Family Story Time (HAT), 3D Paper Sculptures (WAU), Bad Art Night for Teens (MOS), 4-H Foodie (WAU), Snow Globe Stories & Fun (WAU), LEGO Block Party (ROT), Tales for Tots (WAU), Family Story Time (ATH), Put a Bow On It! Craft Week (STR), Crochet Basics with 4-H (WAU), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT), Family story Time (EDG), Family Story Time (MOS), Play & Learn (WAU), Family Story Time (STR), Winter Gnome (HAT), Family Story Time (MAR), Read to a Therapy Dog (ROT), Hoo-tenanny Story Time & Crafts (WAU), Pokémon Club (WAU), Pokémon Club (EDG), Tin Lid Ornaments (HAT), Stuffed Animal Sleepover (ROT), Pokémon Club (ROT), Pokémon club (MOS), Teen D&D One-shot Game (WAU), Escape Rooms at the Library! (HAT), Anime Afternoon (WAU), Newspaper Animal Collage (ROT), Wizarding Wands and More! (WAU), Wreck this Journal (WAU)
  - November 30 – Highlights – Book Folding Art (ROT). Big Guide – Ongoing: Mobile Wi-Fi hotspots available at MCPL; Data & information gathering for strategic plan; Events: Book Folding Art (ROT), Winter Book Nook Craft (WAU), Meet Alice in Dairyland (SPE), Crafts & Games Social Hour (MOS), Marathon City Book Club, Edgar Book Club, Hatley Book Club, MCPL Spencer Cribbage, Athens Book club, DIY Fabric Crafts (MOS), Stratford Book Club; Lectures/Workshops: Medicaid 101 (STR & EDG); Arts/Exhibits: Cultural Threads (all locations); Kids/Teens: Family Story Time (MAR), Snow Globe Stories & Fun (WAU), LEGO Block party (ROT), Tales for Tots (WAU), Family Story Time (ATH), Put a Bow on it! Craft Week (STR), Crocheting Basics with 4-H (WAU), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT), Family Story Time (EDG), family Story Time (MOS), Play & Learn (WAU), Family Story Time (STR), Winter Gnomes (HAT), Family Story Time (MAR), Read to a therapy dog (ROT), Hoo-tenanny Story Time and crafts (WAU), Pokémon Club (WAU)

#### Mosinee Times

- November 2 – MCPL November Book Clubs
- November 16 – Friends of MCPL to Host Members Only Sale November 18
- November 23 – December Story Time Dates Set at Marathon County Public Library

#### Record Review

- November 1 – Supervisor defends his library proposals – People – Athens: MCPL Story Time, MCPL Book Club; Edgar: MCPL Story Time, MCPL Recipe Swap, Medicare 101, MCPL Book Club, Pokémon Club; Marathon: MCPL Story Time, MCPL Book Club; Stratford: MCPL Story Time, MCPL Book Club, Medicare 101; Marathon County: Cultural Threads exhibit
- November 8 – Residents call for full library funding – People – Athens: MCPL Story Times, MCPL Book Club; Edgar: MCPL Story Time, Medicare 101, MCPL Book Club, Pokémon Club; Marathon: MCPL Story Time, MCPL Book Club; Stratford: MCPL Story Time, MCPL Book Club, Wisconsin Fighter Pilots (“Badger Aces”); Marathon County: Cultural Threads exhibit – Letter to the Editor: Support the Marathon County Public Library
- November 15 – People – Athens: MCPL Story Time; Edgar: MCPL Story Time; Marathon; MCPL Story Time – Letter to the Editor: Remove library books harmful for children
- November 22 – People: Athens: MCPL Story Time; Edgar: MCPL Story Time; Marathon: MCPL Story Time; Stratford: MCPL Story Time

- November 29 – Progress Athens Foundation to host ribbon cutting ceremony – People – Athens: MCPL Story Time; Edgar: MCPL Story Time, Pokémon Club; Marathon: MCPL Story Time; Stratford: MCPL Craft Week, MCPL Story Time

#### Wausau Pilot & Review

- November 2 – Your Letters: -Funding public libraries crucial to diverse, free society  
<https://wausapilotandreview.com/2023/11/02/your-letters-funding-public-libraries-crucial-to-diverse-free-society/>
- November 4 – Residents blast Marathon County supervisors over attempts to reduce library funding - <https://wausapilotandreview.com/2023/11/04/residents-blast-marathon-county-supervisors-over-attempts-to-reduce-library-funding/>
- November 7 – Petition supporting Marathon County Public Library draws hundreds of signatures - <https://wausapilotandreview.com/2023/11/06/petition-supporting-marathon-county-public-library-draws-hundreds-of-signatures/>
- November 8 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2023/11/08/marathon-county-public-library-programs-adults-7/>
- Note: There was also a Hmong version of this same article released:  
<https://wausapilotandreview.com/hmn/2023/11/08/marathon-county-public-library-programs-adults-7/>
- November 9 – More than 1,000 sign petition supporting Marathon County Library funding - <https://wausapilotandreview.com/2023/11/09/more-than-1000-sign-petition-supporting-marathon-county-library-funding/>
- November 10 - Marathon County Public Library budget gets smooth passage after intense backlash over proposed amendment - <https://wausapilotandreview.com/2023/11/10/marathon-county-public-library-budget-gets-smooth-passage-after-intense-backlash-over-proposed-amendment/>
- November 13 – MCPL Athens unveils new location on Alfred St. - <https://wausapilotandreview.com/2023/11/13/mcpl-athens-unveils-new-location-on-alfred-street/>
- November 21 – Marathon County Public Library book clubs: December - <https://wausapilotandreview.com/2023/11/21/marathon-county-public-library-book-clubs-december-4/>
- November 22 – MCPL begins data, information gathering for strategic plan - <https://wausapilotandreview.com/2023/11/22/mcpl-begins-data-information-gathering-for-strategic-plan/>
- November 27 – December story time dates set at Marathon County Public Library - <https://wausapilotandreview.com/2023/11/27/december-story-time-dates-set-at-marathon-county-public-library/>
- November 28 – Marathon County Public Library youth programs: December - <https://wausapilotandreview.com/2023/11/28/marathon-county-public-library-youth-programs-december/>

#### Wausau Times/Buyers Guide

- November 1 – Monthly social hour for adults offered at MCPL Wausau

## Materials

### Youth

	2023 Annual Budget*	Rollover from 2022	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 12/04/2023	% Spent
<b>Juvenile Audiobooks</b>	\$10,103.85	\$0.00	\$10,103.85	\$918.53	\$0.00	\$10,103.85	100%



Juvenile CDs	\$285.83	\$0.00	\$285.83	\$25.98	\$0.00	\$285.83	100%
Juvenile DVDs	\$6,200.00	\$22.48	\$6,222.48	\$565.68	\$31.34	\$6,191.14	99%
Juvenile Video Games	\$2,315.31	\$30.68	\$2,345.99	\$213.27	\$0.19	\$2,345.80	100%
Young Adult Audio Books	\$1,874.32	\$70.35	\$1,944.67	\$176.79	\$0.00	\$1,944.67	100%
Juvenile e-books	\$1,365.92	\$0.00	\$1,365.92	\$124.17	\$0.00	\$1,365.92	100%
<b>Youth AV Subtotal</b>	<b>\$22,145.23</b>	<b>\$123.51</b>	<b>\$22,268.74</b>	<b>\$2,024.43</b>	<b>\$31.53</b>	<b>\$22,237.21</b>	<b>100%</b>
Juvenile Fiction	\$25,814.36	\$55.72	\$25,870.08	\$2,351.83	\$4.25	\$25,865.83	100%
Juvenile NonFiction	\$27,550.00	\$57.47	\$27,607.47	\$2,509.77	\$7.88	\$27,599.59	100%
Juvenile Picture Books	\$31,401.31	\$104.35	\$31,505.66	\$2,864.15	\$25.93	\$31,479.73	100%
Juvenile Spanish	\$1,374.72	\$0.00	\$1,374.72	\$124.97	\$0.00	\$1,374.72	100%
Juvenile Standing Order Print	\$8,600.00	\$0.00	\$8,600.00	\$781.82	\$569.59	\$8,030.41	93%
Young Adult Fiction	\$10,900.00	\$43.96	\$10,943.96	\$994.91	\$118.99	\$10,824.97	99%
Young Adult Graphic Novels	\$3,300.36	\$142.16	\$3,442.52	\$312.96	\$68.70	\$3,373.82	98%
Young Adult NonFiction	\$3,164.02	\$0.00	\$3,164.02	\$287.64	\$0.00	\$3,164.02	100%
<b>Youth Print Subtotal</b>	<b>\$112,104.77</b>	<b>\$403.66</b>	<b>\$112,508.43</b>	<b>\$10,228.04</b>	<b>\$795.34</b>	<b>\$111,713.09</b>	<b>99%</b>
<b>Youth Services TOTAL</b>	<b>\$134,250.00</b>	<b>\$527.17</b>	<b>\$134,777.17</b>	<b>\$12,252.47</b>	<b>\$826.87</b>	<b>\$133,950.30</b>	<b>99%</b>

Notes: Funds Moved: \$2865.67 from JACD, JCD, JDVD, JVG, YAACD, JSPN, YAF, YAGN, YANF, JUV e-books transferred to JF, JNF, JFP, and JUV ST ORDERS.

### Adult

	2023 Annual Budget	Rollover from 2022	Total w/carryover	Monthly Allotment	Free Balance as of Dec. 4, 2023	Spent YTD	% Spent
Adult Audiobooks	\$11,770.00	\$549.01	\$12,319.01	\$1,070.00	\$3.60	\$12,315.41	99.97%
Adult Music CD	\$4,635.00	\$699.42	\$5,334.42	\$421.36	\$1.51	\$5,332.91	99.97%
Adult DVD	\$18,355.00	\$1,043.69	\$19,398.69	\$1,668.64	-\$3.10	\$19,594.38	101.01%
Adult Video Games	\$1,550.00	\$119.98	\$1,669.98	\$140.91	-\$5.08	\$1,675.06	100.30%
<b>Adult AV Subtotal</b>	<b>\$36,310.00</b>	<b>\$2,412.10</b>	<b>\$38,722.10</b>	<b>\$3,300.91</b>	<b>-\$3.07</b>	<b>\$38,917.76</b>	<b>100.51%</b>
Adult Paperbacks	\$2,525.00	\$164.63	\$2,689.63	\$229.55	\$0.25	\$2,689.38	99.99%
Adult Paperbacks S.O.	\$450.00	\$0.00	\$450.00	N/A	\$2.10	\$447.90	99.53%
Adult Fiction	\$47,000.00	\$429.81	\$47,429.81	\$4,272.73	\$217.81	\$47,212.00	99.54%
Adult LT Fiction	\$7,945.00	\$74.55	\$8,019.55	\$722.27	\$1.09	\$8,018.46	99.99%
<b>***Adult LT S.O.</b>	<b>\$5,065.00</b>	<b>\$0.00</b>	<b>\$5,065.00</b>	<b>\$460.45</b>	<b>\$856.01</b>	<b>\$4,208.99</b>	<b>83.10%</b>

<b>Adult Non-fiction</b>	\$71,505.00	\$2,592.19	\$74,097.19	\$6,500.45	\$61.18	\$74,036.01	99.92%
<b>Adult Non-fiction S.O.</b>	\$2,215.00	\$0.00	\$2,215.00	N/A	-\$8.72	\$2,223.72	100.39%
<b>Adult Biographies</b>	\$10,760.00	\$336.33	\$11,096.33	\$978.18	\$3.83	\$11,092.50	99.97%
<b>Adult Spanish</b>	\$535.00	\$66.43	\$601.43	\$48.64	\$0.44	\$600.99	99.93%
<b>Adult Hmong</b>	\$690.00	\$0.00	\$690.00	\$62.73	\$47.68	\$642.32	93.09%
<b>Overdrive - ebooks</b>	\$15,000.00	\$0.00	\$15,000.00	\$1,363.64	\$662.33	\$14,337.67	95.58%
<b>Adult Print Subtotal</b>	<b>\$163,690.00</b>	<b>\$3,663.94</b>	<b>\$167,353.94</b>	<b>\$14,880.91</b>	<b>\$1,844.00</b>	<b>\$165,509.94</b>	<b>98.90%</b>
<b>Adult Services TOTAL</b>	<b>\$200,000.00</b>	<b>\$6,076.04</b>	<b>\$206,076.04</b>	<b>\$18,181.82</b>	<b>\$1,840.93</b>	<b>\$204,427.70</b>	<b>99.20%</b>

Notes: \$275.99 credit expected for Adult DVD (which is reflected in the free balance) Funds Moved: \$230 from AACD to ADVD, \$165 from AMD to ADVD, \$90 from APB S.O. to APB, \$445 from ALT S.O. to ALT, \$1240 from ADB to ANF, \$215 from ASP to ANF. S.O., \$60 from ANH to ADVD, \$425 from APB S.O. to ANF, \$490 from ALT S.O. TO ANF.

## Support Services Statistics & Activities

### Circulation Team

- New library card applications processed by the Circulation Team: 224
- Checkout total for Wausau First Floor: 30,477
- Ashley H processed 144 Interlibrary Loan items
- November Passports News:
  - 27 Adult Passport Books
  - 22 Minor Passport Books
  - 3 Adult Passport Cards
  - 2 Minor Passport Cards

The MCPL Passport team accepted a total of 50 passport applications (including one application for just a passport card) accepted at \$35.00 each, and 67 photos were taken at \$10.00 each for a total of \$2,420 recorded. We also assisted with 20 renewal applications.

- Ashley H
  - Completed recertification for Passport Acceptance Training.
  - Attended "Introducing the Revised Interlibrary Loan Code for the United States with Explanatory Text" (a webinar for ILL staff).
  - Helped the Page team throughout the month by doing pull-lists, sorting carts, and doing switch-overs.
  - Conducted additional ILL work beyond traditional circulations:
    - Renewals: 5
    - Library of Congress requests: 3
    - Unfilled requests: 3
    - Too new: 3 (informed patrons of Purchase Suggestion instead)
    - Invoice for damaged MCPL item: 1
    - V-Cat items: 3
- Olivia B
  - Billed for \$298.26 worth of damaged items.

- Began revising our process for detecting and correcting technical issues with the video games in our collection.
- Helped to run the D&D “Crafts and Dragons” program for Teens – this time, making chainmail accessories.
- Gathered updated materials for our unhoused patrons to use as resources this coming winter season. These will be available on a bulletin board and brochure display rack on the first floor.
- Maggie B
  - Took over ordering supplies for the team.
  - Assisted the Homebound program
  - Assisted in Support Services doing book intake, stamping, and barcoding.
  - Assisted the Page team by emptying bins, sorting carts, and helping work through transits routinely.
- Erin Q
  - Completed assisting James with the Public Note Clean-Up Project
  - Routinely helped the Pages on transit days as well as helping by doing new-to-standard switch-overs for Young Adult Fiction, Adult Non-Fiction, and Adult Fiction.
  - Trained our new page, Christine, on how to do transits.
  - Sorted all of our artwork bags just in time for our new drawers for the main desk to be delivered.
  - Helped with switch-overs for the seasonal collection being sent in/out to the branches.
- Over the course of the month, four patrons were banned for different lengths of time due to policy violations.

## Support Services Team

- Alexander and Chris L attended the V-Cat Council meeting on 11/2. The council briefly discussed the ILS Evaluation and Review Committee’s Final Report and Recommendation. Alexander, the committee’s chair, was available for questions. The council did not take any action on the recommendation. Chris L delivered the Bibliographic and Interface Committee report.
- Public libraries in Wisconsin are asked to track incoming and outgoing delivery materials for one week in November. The data is used to study trends and delivery efficiencies among library systems. Accordingly, MCPL tracked deliveries the week of November 6-10. Total Bins (Wausau and Branches): Incoming 251, Outgoing 250.
- Support Services Team members helped with the Athens branch move, Chris L on 11/7, James B on 11/8.
- Team Leads met with Leah 11/8.
- James B, Janice A and Chris L have created a plan to scan and upload cover images for new video games to the Aspen catalog. Next up: a plan to add cover images for existing video games.
- Kayla K and James B covered Main Desk for the Circ Team meeting 11/16, while Dawn L covered Drive Thru.
- James B, Kayla K, Dawn L and Chris L participated in the SOAR (strategic planning) meeting on 11/28.
- James B, working with Erin Q of Circ Team, is nearly finished with the Sierra Public Note cleanup project. A Public Note is a variable-length (free text) field in an item record. Many copy numbers migrated from our previous ILS into Public Note, and they have been re-entered into Sierra’s Copy Number field. In addition, other staff-entered data can become inaccurate or irrelevant as time passes and needs change. It is important that our data be consistently entered and accurate, especially in the event of a future migration.

- Kayla K continues to work on relabeling Young Adult Manga to include the word “MANGA” rather than a Dewey number in the Call Number field (e.g. “YA MANGA MASHI” would replace “YA 741.5952 MASHI”). This will simplify browsing for patrons and shelving for staff. She is also watching for missing volumes of series, damage and general wear-and-tear.
- Changes were made to Juvenile Board Books. Going forward, all new board books will have a call number beginning with “BD” instead of “E”. This will assist staff and patrons in knowing what should be shelved where. Also, it ensures that items that are not board books but look like it (certain pop-up books and other bindings) are not mistakenly shelved in board books. The word “Fiction” was removed from the board book location code names to better reflect a singular collection. All board books will eventually be re-labeled.
- In response to patron requests, a “New Adult Music” sub-category was added to the “New Movies/TV” (now renamed “New Movies/TV & Music”) browse category in Aspen. James B coordinated with Ben K on the changes.
- Dawn L continues work with the Collection Development Team on balancing funds as we approach year-end.
- Circulation total for Wausau Drive Up: 1,901.

## Page Team

- Did routine switch-overs for new Adult collections and Young Adult collections.
- Completed the Missing and Missing in Inventory September 2023 report, locating four items.
- Completed one weeding list for adult fiction, and one for juvenile graphic novels.
- Retrieved the Christmas/Hanukkah seasonal collection from storage and distributed them among all MCPL locations.
- Throughout the month of November the Page Team shelved 27,800 items. They handled an additional 3,679 more items for holds or transits to home libraries.

## Information Technology

- Completed moving and configuring all technology for the new Athens location, including the door counter and the external Wi-Fi antenna (which now allows us to project the library’s Wi-Fi into the parking lot).
- Completed installation of the 6 new self-checkout machines (replacing the old machines that no longer provided a good patron experience), with only a few lingering issues. The installation process was rocky due to time constraints and unexpected unavailability of the vendor’s technician, but with significant MCPL staff involvement we got them up and running. Customization and further improvements (beyond the quality of service the previous devices provided) will follow in the coming weeks.
- Secured configuration of two additional phones from CCITC to facilitate staff communication with external stakeholders (materials vendors and program performers).
- 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. An on “On Site” inspection will be scheduled before proceeding.
    - Edgar:
    - *Hatley: Connected to WCAN on 05/12/2023*
    - Marathon City:

- Mosinee:
    - *Rothschild: Fiber Connection through Rothschild PD (WiscNet)*
  - Spencer:
  - Stratford:
- Creating technology tutorials for staff.
- Investigate what needs to be done to continue outdoor Wi-Fi antennae installation at remaining branches.
  - *Athens: Installed*
  - *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)
  - 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*)
  - Investigate standardizing printer model at all locations for consistent patron service and simplified troubleshooting

## Branch Statistics & Activities

### Athens Monthly Report

#### Events and Programs

- Book Club: This month the Athens Book Club read *Tuck Everlasting* by Natalie Babbitt. A group discussion was held on November 14, with 6 readers attending.
- Upcoming Programs: The Athens Book Club will be reading *The Children's Blizzard* by Melanie Benjamin for December. Book Club meets on Tuesday, December 12 at 2:00pm in the library at 203 Alfred Street. January Book Club will be *The Maid* by Nita Prose.
- Family Story time is held on Mondays at 10:30am. Athens has been averaging 14 children and 4 adults per session during the month of November.
- Class Visits: There were 10 class visits.
- The Athens Parochial Reading Specialist planned a reading night at the library for grades K-8. Reading projects and crafts were enjoyed by 16 students and 14 adults.

#### Circulation Statistics

- In November, Athens circulated a total of 1802 items. This is -6.19% decrease from November of 2022 due to the MCPL Athens branch being closed to move to new location at 203 Alfred St. from November 6-11, 2023. In 2023 year-to-date, Athens has circulated 18,126 items. This is a 16.04% increase from 2022.
- Athens had a total of 0 curbside appointments in the month of October.

## Library News

- The move to 203 Alfred Street, Athens was scheduled for November 6-10. The move went off without any major glitches. We sent the Verde Moving company home on Wednesday, two days earlier than expected. The Athens staff had moving assistance from MCPL staff members from Wausau, Spencer, Stratford, Mosinee, Hatley, and Rothschild. It was a true effort of our core value Shared Purpose. The new library opened the doors to the public on Monday, November 13, 2023 welcoming many community members and their children.
- Kitty R has chosen the 2024 book Club choices to be sent to the event planners.
- 11/17/23 Kitty R virtually attended the Branch Coordinator Meeting.
- 11/28/23 Kitty R attended SOAR meeting in Wausau.
- Winter holiday break programming is in the works for December 27-30.

## Facilities

- Athens now has a beautiful 1,600 sq. ft. facility that the community is thoroughly enjoying.
- David H has completed the exterior Wifi set up and connected the remaining computers.

## Edgar Monthly Report

### Events and Programs

- Book club discussed the book *All Creatures Great and Small* by James Herriot on the 14th with 6 attending (including another new person!).
- Story time was held on the 7th with 5 in attendance followed by a rainbow craft, and on the 21st with 4 in attendance followed by a special guest (live land snails!).
- Pokémon Club was held on the 20th with 8 in attendance. Coloring sheets were available!
- 1 child turned in their 500 sheet for 1,000 books before kindergarten; they received their sticker and their stars were moved to the corresponding number on our wall display.
- The Community Cookbook and Recipe Swap was held on the 6th with 1 person attending; another batch of recipes were mailed to us.
- Medicare 101 was held on the 8th with 7 people attending. Many people showed interest in the next two events (Medicaid and long term care).
- We gave out 3 Fall Garland Grab& Go's and 2 of the ribbon bookmark Grab& Go's.

### Circulation Statistics

- The circulation statistics for the month of November were 1,235 items checked out. This is a 21.64% decrease for the same month last year. A total of 13,765 items have been checked out so far this year. This is a 22.10 % decrease from 2022.
- There were 0 curbside pickups for the month.

## Library News

- Hannah attended the branch coordinator meeting on the 17th
- Stephanie visited on the 15th to discuss furniture, give feedback on layouts, and to discuss wishlist items
- A hot cocoa/marshmallow passive program was put up and currently has 19 participants
- The "Dream Big" display was put up and has 2 sticky notes on it so far.
- 3 dolls were dropped off for Cultural Threads and displayed on our front table with pamphlets and coloring sheets

## Facilities Updates

- A second Roomba (currently unnamed) has been added to the crew. The library has never been cleaner!

## Hatley Monthly Report

### Events and Programs

- Book Club read *One Plus One*. We had a total of 11 participants.
- Grab N Go Programs

- Grab n Go – Fall Ribbons – we gave out 4 from the 25 we had left for November and December.
- Grab n Go – Bookmarks – we gave out 10 from the 11 we had left for November and December.
- Story Time is held weekly on Tuesdays @ 10:30a
  - November 7th we read books on the Four Seasons and had 5 participants.
  - November 14th we read books on Turkeys and had 11 participants.
  - November 21st we read books on Going for a Ride and had 5 participants.
  - November 28th we read books by Author Kevin Henkes and had 5 participants.
- Monday November 6<sup>th</sup>, we had our Simple Circuit Turkey program. We had 10 participants come and create their own turkey that danced around by creating a simple circuit.
- Tuesday November 21<sup>st</sup>, the local 1st grade class walked over to discuss the library. They had recently finished a section on learning about libraries around the world and wanted to share their new-found knowledge and get a tour of the library. In total, 30 adults and children attended.
- Upcoming Programs
  - Book Club on December 12th – *Whiteout*
  - Grab N Go Crafts – Ribbon Bookmarks and Fall Garland
  - Story Times are every Tuesday morning at 10:30a
  - Yarn Gnomes Wednesday December 6th
  - Tin Can Ornaments Monday December 18th
  - Escape Rooms December 22nd, 23rd, 27th, 28th, 29th, and 30th

#### Circulation Statistics

- Hatley circulated 1,864 for the month of November. This is a 9.52% increase. Year to date is 21,141 items. This is an 8.83% increase from last year.

#### Library News

- Heather helped with the Athens move
- Julie G helped cover a shift at Hatley
- Heather attended the branch coordinator meeting
- We were a water collection site for the County Water Department on November 8th, 13th, and 15th
- We are sending two bins of library materials in to Wausau for relabeling every two weeks
- Inventory resumed and is going well

#### 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.

## Marathon City Monthly Report

#### Events and Programs

- Book Club: Lisa H. and 6 patrons had a lively, thoughtful discussion of the book *There, There* by Tommy Orange. 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, December 11th with a discussion of the book *Star Fish* by Silvia Lisa Fipps.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We had 43 caregivers and children join in the fun with themed stories, songs and activities during 4 events in October. The themes we focused on in November were squirrels, owls, turkeys, being thankful, and animals getting ready for winter.
- In December, our monthly book club and weekly story times will be held, as usual.

#### Circulation Statistics

- Marathon circulated 2,194 items during the month of November, which is a 19.93% decrease from this time last year. So far in 2023, Marathon has circulated 27,321 items. This is a 9.53% decrease over last year.

## Library News

- Lisa and Lisa are working on weeding, shifting and rearranging the collection.
- Lisa M. is getting more comfortable with policies, procedures and patrons every day.
- Lisa H. attended the virtual coordinators' meeting on Friday, November 17.
- We look forward to the Staff Development Day on Dec. 1.

## Facilities Updates

- None at this time.

## Mosinee Monthly Report

### Events and Programs

- Book Club: 6 patrons joined Sarah this month for a lively discussion on the 13th.
- Our monthly Yarn and Games Social Hour brought in no patrons this month.
- Family Story Time continues to be held on the first Tuesday of the month at 2 p.m. through December. We had 2 participants this month.
- On the 14th a total of 17 patrons joined us for a fascinating program about the Mock Communist Takeover in Mosinee of 1950, led by Ben Clark of the Marathon County Historical Society.
- On the 15th, local yoga instructor Mandy Roberts led another wonderful Gentle Yoga and Meditation class for 17 participants. We will continue this series on Wednesday December 13th at 10 a.m., and are so appreciative of Mandy Roberts doing these programs for our community!
- The second session of our monthly Pokémon club brought in 19 patrons on the 16th, for trading card time, activity sheets, and even a scavenger hunt!
- Katie ran a creative Bad Art program on the 28th with 4 patrons making unique designs.
- Passive Programs: This month we asked patrons to write their own six word memoir in honor of National Memoir Writing Month, with 7 participants.
- Upcoming Programs: In December, Family Story Time, Pokémon Club, and our monthly Yarn and Games Social Hour will continue. We will also have a DIY Fabric Craft program on the 12th and a Gentle Yoga and Meditation class on the 13th.

### Circulation Statistics

- Mosinee circulated 2,225 items in November 2023. This is 6.67% decrease. Mosinee has circulated 27,694 items in 2023. This is a 1.92% increase.

## Library News

- Displays: Our circulation desk reminded patrons that books are easier to care for than house plants, and less likely to get eaten by the cat, while our fireplace display reminded patrons that they could get black Friday sale deals all month long on books at the library with no need for lines! We had an adult display in honor of Veteran's Day and an all age group display in honor of No-Shave November and prostate cancer awareness. In the children's section orange books were displayed for our picture book section and young readers were encouraged to "gobble up a good book" in the chapter book section.
- Sarah attended the Coordinator meeting on the 17th.
- Staff continued sending in items that needed new spine labels, and appreciate all the hard work Support Services is doing!
- The week of the 6th, staff collected statistics on the number of bins received and sent at each location.
- Sarah helped with the Athens Branch move on the 7th.
- Special thanks to Julie Kinney for covering the Mosinee Branch on the 24th!
- Young adult fiction, graphic novels, and nonfiction were weeded, while we wait to hear if extra shelving can be purchased to expand the young adult section.
- Katie and Sarah attended the Staff Development Day on Friday December 1st.

## Facilities Updates

- We are still waiting to hear on the timeline for our historic window restoration.



- A fire inspection was completed on the 17th. It was noted one emergency set of lights was not working, which will be routed to Public Works for repair.
- Sarah worked with School Resource Officer Krause and Mosinee Police Chief Grams to complete an Emergency Procedures Quick Reference Guide, and greatly appreciates the collaboration and resources the Mosinee Police Department has provided.

## Rothschild Monthly Report

### Events and Programs

- Story time is scheduled for every other Tuesday. In November, we had 28 participants at two story times. The second story time of the month featured a special Elephant and Piggie Party. The families had a wonderful time hearing silly books about Elephant and Piggie, making crafts, and playing games.
- In November, book club met and 13 members discussed *Lessons in Chemistry* by Bonnie Garmus. This was a huge hit for everyone! The club will not meet in December due to the holidays.
- Julie K., the adult reference librarian, joined us on November 16th to teach a class about using Ancestry at the library. This class was very popular with 15 people attending.
- Pokémon Club continued to be a big hit with participants! 10 people joined us to trade cards, socialize, play the game, and make Pokémon collages. We hope the enthusiasm continues into future months. We also hosted Buddy the therapy dog for our monthly Read to A Therapy Dog session. The 11 readers loved sharing stories with Buddy! Buddy will be back at the library on Thursday, December 7th. We hope to add an additional therapy dog to our program soon. Our regular Lego Block Party saw 17 participants as well.
- In November, we had various book displays around the library including "Aviation History Month," "Bound for Battle" (kids who would win? Books), "Wild about Books" (books about wild animals), "Stuffed Animal Sleepover," and "Intrigued by the first line?" (YA books wrapped in paper with only the first line showing).

### Circulation Statistics

- In November, Rothschild circulated 7,425 items. This is -7.76% decrease from last year. In 2023, Rothschild circulated 87,876 items. This is .20% increase from last year.
- We had 0 curbside pickups.

### Library News

- Laura helped with the Athens branch move on 11/6, completed branch visits in Hatley and Mosinee on 11/8, and attended the monthly team leads meeting on 11/8 and the branch coordinator meeting on 11/17. Laura also attended the SOAR meeting on 11/28.
- Staff tracked Waltco delivery bins for the annual tally week.
- Staff weeded the adult biographies.
- We received our new self-check machine in mid-November. It is working very well and the patrons are pleased with the experience.
- Our dolls for the Cultural Threads exhibit arrived at the end of November. Our dolls feature clothing from Afghanistan, China, and The Democratic Republic of the Congo.

### Facilities Updates

- None at this time.

## Spencer Monthly Report

### Events and Programs

- Slimy Fall Story Time was held at the Spencer Branch Library on November 8th. A "slimy" story was read and then colorful slime was made by 30 children. This was a fun-filled, slimy hour that was enjoyed by all.
- On November 8th, the Spencer Elementary Kindergarten classes came for a story time and were able to check out one book each. 34 children attended.
- "Have you seen my keys?" was presented by Julie St. Pierre from the Alzheimer's Association of Wisconsin. This was a very informative program talking about signs of Alzheimer's, and knowing

the difference between Alzheimer's and forgetfulness in a person. She talked about first steps to take when you see signs. This program was attended by 24 adults.

- "Cribbage at the Library" met on November 14th. Nine adults enjoyed playing cribbage and making new cribbage friends.
- "Badger Aces" with Mike O'Connor was held on November 16th. Mike O'Connor has written "Badger Aces" featuring the Fighter Aces from Wisconsin. This was a very informative program that was enjoyed by 16 adults.
- A story time was held at the Spencer Pre-K class at the elementary school. Lue read two fall stories with 20 children attending.
- November 20th, the Spencer Book Club (As the Page Turns) held their monthly meeting to discuss the book, *Firekeepers Daughter* by Angeline Bouley. A special guest speaker came to the meeting, Mary Ann Arndt. Mary Ann is a retired teacher from Spencer School. She has written a book called, *Rattling on a Fish*. Mary Ann explained her writing and publishing process. The presentation was enjoyed by 21 adults.

### Circulation Statistics

- Spencer circulated 1,194 items in the month of November. This is a decrease of 2.53%. Spencer has circulated 12,497 items in 2023. This is a decrease of 3.19%.

### Library News

- The week of November 6th, Spencer counted the number of Waltco bins that were delivered and bins going out for WVLS's Tally Week.
- Audrey helped the Athens Library staff move from the old library to the new facility on November 7th.
- Audrey held a rounding with Laura on November 14th.
- We continue to send books needing new labels to Wausau.
- Holly Wolfram, Program Coordinator from Mosaic delivered four dolls for display with traditional clothes from their country. Spencer will have on display a doll representing Mexico, Democratic Republic of Congo, Mohican Nation and Afghanistan.
- On November 21st Spencer Library displayed a tri-fold board with three questions for patrons of Marathon County to give feedback about the library. This is part of the Dream Big with Marathon County Library strategic planning process.

### Facilities Updates

- None at this time.

## Stratford Monthly Report

### Events and Programs

- Our Family Story Time on Wednesday mornings welcomed 66 people in November. We explored the themes of night and day, dinosaurs, thankfulness, and hibernation through books, songs, finger-plays, and felt storyboards.
- St. Joe's students enjoyed story times and book check-outs this month at our branch. On Nov. 6, six Pre-K and Kindergarten students visited with their teacher, and on Nov. 14 and Nov. 28, a total of twenty 1st-4th grade students visited with their teacher.
- Donna Heil, a local health and life insurance agent, gave a helpful presentation on Medicare on Nov. 6. One person attended.
- Mike O'Connor visited our library on Nov. 14 and gave an interesting presentation on his book *Badger Aces: Wisconsin Fighter Aces from 1917-1972*. Eight people attended.
- Seven adult patrons attended our Book Club on Nov. 15 to discuss *Tailspin* by John Armbruster.
- Our Library Youth Team met on Nov. 28 to brainstorm upcoming program ideas for pre-teens and teens. They also created 3-D snowflake crafts and helped us decorate our branch for the winter season.

### Circulation Statistics

- We circulated 1,828 items in November. This is a 3.69% decrease from last year. So far in 2023, we circulated 23,132 items. This is a 10.80% increase from 2022.

### Library News

- In November, we featured two Veterans Day book displays and an autumn book display for our adult patrons.
- MJ helped with the Athens move on Nov. 7.
- We sent in books for relabeling.
- Darla and MJ both submitted their Personal Appraisals.
- We weeded juvenile non-fiction, biographies and audio books.

### Facilities Updates

- The sidewalk salt was delivered from the village.

## WISCONSIN VALLEY LIBRARY SERVICE

### Board of Trustees Meeting

September 16, 2023

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is November 18, 2023.

President Tom **Bobrofsky** called the meeting to order at 9:30 AM. Roll call was taken by **Wendt** and a quorum was declared present.

#### Present

Tom Bobrofsky, President  
Pat Pechura, Vice-President  
Sonja Ackerman, member  
Jim Backus, member  
Carol Bartlein, member\* present until 10:45 AM  
Eileen Grunseth, member  
Kay Palmer, member  
Diane Peterson, member\*  
Judy Peterson, member  
Petra Pietrzak, member\*  
Kari Sweeney, member

#### Others Present

Marla Sepnafski, WVLS Director  
Kristie Hauer, WVLS staff\*  
Josh Klingbeil, WVLS staff  
Jamie Matczak, WVLS staff\*  
Brenda Walenton, WVLS staff  
Kris Adams Wendt, WVLS staff\*  
Judy Bobrofsky, guest

\*denotes remote attendance

#### Excused

Jessica Bernett, member  
Louise Olszewski, member  
Mike Otten, Treasurer

#### Vacant

Marathon County representative

**NOTE:** All exhibits may be accessed at <https://wvls.org/bot-agenda-exhibits/>.

#### CONSENT AGENDA APPROVAL

**Pechura/Palmer motion to approve the agenda as presented. All aye. Motion carried.**

#### APPROVAL OF MINUTES (Exhibit 1)

**Grunseth/Ackerman motion to approve minutes from the August 19, 2023 WVLS Board meeting. All aye. Motion carried.**

#### FINANCIAL REPORTS AND CURRENT BILLS (Exhibits 2-7)

**Pechura/Sweeney motion to approve the financial reports and current bills as presented. All aye. Motion carried.**

#### JANUARY - AUGUST 2023 TREASURER'S REPORT (Exhibit 8)

**Ackerman/Palmer motion to approve the January - August 2023 WVLS Treasurer's Report as presented. All aye. Motion carried.**

#### 2024 HEALTH INSURANCE (Exhibit 9)

Walenton presented comparison rates for 2024 WVLS employee health insurance. WVLS will continue to provide the maximum allowable contribution to monthly premiums.

**Ackerman/D. Peterson motion to approve the 2024 staff health insurance options and costs. All aye. Motion carried.**

#### 2024 WVLS PLAN – draft (Exhibit 10)

**Sepnafski** reported no changes had been made to the 2024 WVLS System Plan since the board reviewed the draft for the first time on August 19.

**Palmer/J. Peterson motion to approve the 2024 WVLS System Plan as presented. All aye. Motion carried.**

**2024 WVLS BUDGET – draft (Exhibit 11)**

**Klingbeil** explained format changes since the August 19 board meeting have made it easier to identify V-Cat, LEAN WI, and grant project revenue and expenditures without duplication of information. The bottom line remained the same.

**Grunseth/Backus motion to approve the 2024 WVLS Budget as revised. All aye. Motion carried.**

**2025 WVLS TECHNOLOGY PLANNING GUIDE – draft (Exhibit 12)**

**Ackerman/Palmer motion to approve the 2025 WVLS Technology Planning Guide for member libraries as presented. All aye. Motion carried.**

**2023-2024 LSTA GRANTS (Exhibits 13, 13a)**

**Sepnafski** introduced the NWLS/WVLS Improved Discovery Solutions LSTA Collaborative Cataloging Grant Pre-Application and Memorandum of Understanding. It was noted there is currently an unprecedented level of discussion related to collaborative services taking place among Wisconsin's regional library systems.

**Ackerman/Sweeney motion to approve the NWLS/WVLS Improved Discovery Solutions LSTA Collaborative Cataloging Grant Pre-Application and related Memorandum of Understanding as presented. All aye. Motion carried.**

**MEMORANDUM OF UNDERSTANDING: LEAN WI TECHNOLOGY SUPPORT CONSULTANT POSITION (Exhibit 14)**

**Sepnafski** explained the MOU defines the parameters and costs of sharing a LEAN WI Technology Support Consultant among the IFLS Library System (IFLS), Northern Waters Library Service (NWLS) and WVLS as part of the LEAN WI partnership. The position will provide website assistance and training, digitization support, and data consultation as outlined in the position description. For payroll purposes, the individual to be hired will be an IFLS employee under the terms and conditions of employment outlined in the IFLS Employee Handbook. The 40-hour per week position cost will be allocated among the three systems based on each system's percentage of 2024-2025 state aid.

**Palmer/J. Peterson motion to approve the LEAN WI Technology Support Consultant Memorandum of Understanding as presented. All aye. Motion carried.**

## **REPORTS:**

**Resource Library (Exhibit 15):** The Marathon County Public Library Resource Library Report includes the agenda and Director's Report for the upcoming September 18 MCPL Board of Trustees meeting, as well as agendas and minutes from August 2023. **Sweeney** reported the 2024 MCPL/WVLS Resource Library Agreement was approved by the MCPL Board in August, and expressed appreciation for WVLS scholarships for library staff to attend the WLA Annual Conference on October 24-27.

**WVLS Director's Report (Exhibits 16):** **Sepnafski** and other WVLS staff members in attendance took turns reviewing items in the Director's Report while taking comments and questions.

**NWLS/WVLS Joint ILS Consortium Exploration (Exhibit 17):** **Sepnafski** drew board members' attention to the September 2023 Northern Wisconsin ILS Consortium Exploration (NICE) Team Report. The NICE Team will meet on Tuesday, September 19 to review the findings and recommendations of the ILS Merger Feasibility Report, set the

project timeline, and begin forming targeted workgroups. Questions and concerns may be shared via an [online form](#). Answers will be shared on the NICE Libraries [FAQ page](#).

**COLAND** (Exhibit 18): **Klingbeil** shared highlights from the September 8 COLAND meeting, including a presentation on “National Public Library Trends in Intellectual Freedom” by NWLS Director Sherry Machones and discussion of the [2021-2023 State Superintendent’s Report on Intertype Library Cooperation and Resource Sharing](#).

**V-CAT Council** (Exhibit 19): **Sepnafski** drew Board members’ attention to the agenda and minutes from the September 7, 2023 V-Cat Council meeting.

**Library Advisory Committee** (Exhibit 20): **Matczak** drew Board members’ attention to the minutes of the August 17 WVLS Library Advisory Committee. Highlights included a round table discussion on library marketing, and a thorough exploration of the 2024 WVLS System Plan and budget.

**2023 ALA Conference Report:** **Ackerman** and **Sweeney** shared information about presentations they attended at the 2023 ALA Annual Conference and Exhibition in Chicago on June 22-27.

**CONCERNS, COMMENTS AND ANNOUNCEMENTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:**

Topics shared in the round robin discussion included relationship building among local and county library boards, town/municipal boards and county boards, as well as presentation tools to illustrate an array of library services during budget deliberations. Library service presentations by Clark County librarians and members of the Clark County Library Board to the Clark County Board of Supervisors have so far received favorable reception, with a final decision on Act 150 funding yet to be made. A brief discussion of board member attendance at the WLA Fall Conference also ensued. Bobrofsky reminded Board members to reply promptly to WVLS staff requests for who can/cannot attend future meetings to facilitate the quorum count.

**REQUEST FOR FUTURE AGENDA ITEMS:** Items were not solicited.

Calendar

WLA Fall Conference, Middleton – October 24 – October 27, 2023

WVLS Board of Trustees meeting: Saturday, November 18, 2023

**ADJOURNMENT:** **Grunseth/Ackerman motion to adjourn. All aye. Motion carried.** The meeting was adjourned at 11:30 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder