



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**A meeting of the Marathon County Public Library Board of Trustees,
Monday, January 22, 2024, at 12:00 noon
Library Headquarters, Wausau Community Room.**

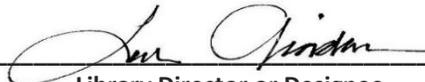
Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/334263765> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 334-263-765.**

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. (10 minutes) **Strategic Plan: Mission and Vision Statements – For Discussion and Possible Action**
8. **MOTION TO GO INTO CLOSED SESSION (roll call vote suggested)**
 - A. Pursuant to §§ 19.85(1) (c) for Director Performance Evaluation.
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 02/19/2024
 - Monday 03/18/2024
 - Monday 04/15/2024
 - Monday 05/20/2024 – Marathon City Branch Library

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 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: January 16, 2024

EMAILED TIME: 2:02 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, December 18, 2023.

Present: Kari Sweeney, Gary Gisselman, LeeAnn Podruch, Reid Rayome, Andrea Sheridan, Leah Giordano

Absent: Becky Buch, Brent Jacobson

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 LEEANN PODRUCH; SECONDED BY GARY GISSELMAN TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE NOVEMBER 2023 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY REID RAYOME TO APPROVE THE NOVEMBER 20, 2023, BILLS AND SERVICES REPORT. MOTION CARRIED.

Public Comments –None

President – None

Other Board Members – Trustees Rayome and Sheridan attended the ribbon cutting event in Athens and reported that it looks nice and there was a good turnout with many positive comments.

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

- The Strategic Plan is going well after a one-month shift in the timeline. December 21st is the final date for the online survey and community Q & A boards.
- Proposed vision and mission statements from the Strategic Plan process can be shared at the January Board meeting.
- February 6th the Director will be attending Legislative Day in Madison. WVLS provides scholarships and a bus for those wishing to attend.
- Director Giordano and MCPL managers are participating in NICE groups to work with other area library representatives to look at the possibility of Northern Waters Library Service and Wisconsin Valley Library Service sharing an ILS (Integrated Library System).

Board Committees – None

Friends of the Library – The Friends are working on a plan to add shelving to their sales area.

MCPL Foundation – None

Wisconsin Valley Library Service – Trustee Sweeney shared that she plans to attend Legislative Day.

Library Service Highlight: Interlibrary Loan (ILL) - Presented by Ashley Hetzel, Library Assistant

- ILL is a way for patrons to get materials that are not available in our consortium.
- Requested materials need to meet certain requirements, including a publish date over two years, a value greater than \$10, and the item must be less than 75 years old.
- Items can be requested from participating libraries in Wisconsin, Minnesota, South Dakota and North Dakota.
- Patrons are allowed to request up to 5 items per month.
- Patrons can view what's available thru Interlibrary Loan (WISCAT) on MCPL's website and can fill out a form to request items.
- So far in 2023, MCPL has borrowed 713 ILL items from other libraries and lent out 997 items.

A MOTION WAS MADE BY REID RAYOME; SECONDED BY KARI SWEENEY TO CONVENE IN CLOSED SESSION. MOTION CARRIED.

A. Pursuant to §§ 19.85(1) (c) for the purpose of conducting a performance evaluation of the Director.

B. Roll call vote:

Andrea Sheridan	Yes
LeeAnn Podruch	Yes
Gary Gisselman	Yes
Reid Rayome	Yes
Kari Sweeney	Yes
Brent Jacobson – not present	
Becky Buch- not present	

A MOTION WAS MADE BY REID RAYOME; SECONDED BY KARI SWEENEY TO RETURN TO OPEN SESSION. MOTION CARRIED.

A MOTION WAS MADE BY REID RAYOME; SECONDED BY LEEANN PODRUCH TO APPROVE THE PERSONNEL EVALUATION AS DISCUSSED. MOTION CARRIED.

Announcements - None

Request for Future Agenda Items – Strategic Plan updates will be added to the agenda as available.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY REID RAYOME TO ADJOURN AT 12:56 P.M. MOTION CARRIED.

A handwritten signature in black ink, appearing to read "Reid Rayome", written over a horizontal line.

Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for January 22, 2024.

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 9th from noon to 2pm.
- The new self-checkout machines are operational.
- The library's annual staff development day will be on December 1st.
- 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 18th. 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.

A handwritten signature in cursive script, appearing to read "Len Jordan", is written above a horizontal line.

Library Director or Designee

Marathon County Public Library Bills for Approval December, 2023

Library			
52131 Financial, Banking and Investment Services	Unique Management Services Inc	\$	81.55
	Financial, Banking and Investment Services	\$	81.55
52140 Technology Services	City-County Information Technology Commission	\$	1,670.00
	Technology Services	\$	1,670.00
52250 Telephone, Internet and Cable	Charter Communications	\$	616.43
	Frontier	\$	652.21
	Telephone, Internet and Cable	\$	1,268.64
52560 Other Special Services	Amazon Capital Services	\$	28.02
	Baker & Taylor Company	\$	3,528.34
	Rockford Map Publishers Inc.	\$	11.95
	Other Special Services	\$	3,568.31
52932 Copier Charges	Marco Technologies LLC	\$	481.10
	Copier Charges	\$	481.10
52990 Sundry Contractual Services	Granton Community Library	\$	9.99
	Systems Technologies	\$	507.50
	Sundry Contractual Services	\$	517.49
53142 Software - IT	Heartland Business Systems	\$	413.64
	Software - IT	\$	413.64
53161 Books Library	Amazon Capital Services	\$	2,553.87
	Baker & Taylor Company	\$	17,805.57
	OverDrive Inc	\$	3,709.25
	Rockford Map Publishers Inc.	\$	127.50
	The Child's World, Inc.	\$	2,330.15
	Books Library	\$	26,526.34
53168 Audio-Visual Materials	Amazon Capital Services	\$	662.00
	Baker & Taylor Company	\$	3,712.84
	Blackstone Publishing	\$	62.88
	Midwest Tape LLC	\$	1,077.48
	Audio-Visual Materials	\$	5,515.20
53190 Office Supplies	Amazon Capital Services	\$	525.15
	Staples	\$	495.99
	Staff - PO Box	\$	10.00
	Office Supplies	\$	1,031.14
53221 Electronic Subscriptions	Wisconsin Library Association, Inc.	\$	2,811.90
	Electronic Subscriptions	\$	2,811.90
53260 Advertising	Friends of the Marathon County Public Library	\$	24.00
	Wausau Area Newcomer Service, LLC	\$	25.00
	Wausau Pilot & Review Corp	\$	650.00
	Advertising	\$	699.00

53321 Personal Auto Mileage			
Staff		\$	52.20
	Personal Auto Mileage	\$	52.20
53410 Meeting Expenses			
The Mint Café Inc		\$	559.50
WI Valley Library Service		\$	110.46
	Meeting expense	\$	669.96
53494 Technology Supplies			
Amazon Capital Services		\$	21.99
CDW Government Inc		\$	376.51
	Technology Supplies	\$	398.50
53936 Other Supplies			
Amazon Capital Services		\$	296.99
Filmtools		\$	397.66
	Other Supplies	\$	694.65
55190 Insurance Other Premiums			
Marathon County		\$	44,961.00
	Other Supplies	\$	44,961.00
55320 Building/Offices Rent			
Marathon City, Village of		\$	560.23
Mosinee, City		\$	45.27
Rothschild, Village of		\$	4,500.00
Spencer, Village		\$	4,013.25
WI Public Service Corporation		\$	470.14
	Building/Offices Rent	\$	9,588.89
Library - Gifts/Donations			
53161 Books Library			
Amazon Capital Services		\$	355.66
Baker & Taylor Company		\$	518.04
	Books Library	\$	873.70
53936 Other Supplies			
Amazon Capital Services		\$	290.66
Tank Mates LLC		\$	701.00
	Other Supplies	\$	991.66
CIP Library			
53936 Other Supplies			
FE Technologies		\$	20,919.00
Library Furniture International, LLC		\$	3,893.00
Mamava, Inc.		\$	12,600.00
Mosinee, City		\$	5,830.00
The Samuels Group Inc		\$	8,132.00
	Other Supplies	\$	51,374.00
Grand Total		\$	154,188.87

Marathon County Public Library Budget vs Actual (Library cost center) for December, 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	\$ 1,275.42	\$ 9,182.14	\$ (817.86)
46190 Other General Government Fees	\$ 20,000.00	\$ 1,525.00	\$ 34,421.54	\$ 14,421.54
46710 Library Fees	\$ 50,000.00	\$ 12,833.93	\$ 54,067.72	\$ 4,067.72
48200 Rental of Buildings and Property	\$ 43,153.00	\$ -	\$ 42,153.00	\$ (1,000.00)
49210 Transfer from the General Fund	\$ 356,603.00	\$ -	\$ 356,603.00	\$ -
Total Revenues	\$ 479,756.00	\$ 15,634.35	\$ 496,427.40	\$ 16,671.40
Personnel Expenses				
51111 Salaries and Wages	\$ 2,087,903.00	\$ 154,780.39	\$ 1,964,786.58	\$ 123,116.42
51120 Overtime	\$ -	\$ -	\$ -	\$ -
51390 Other Special Pay	\$ (69,000.00)	\$ 1,742.78	\$ 20,877.70	\$ (89,877.70)
51580 Unemployment Compensation	\$ 2,085.00	\$ -	\$ -	\$ 2,085.00
51510 Social Security	\$ 159,783.00	\$ 11,191.74	\$ 142,364.29	\$ 17,418.71
51520 Retirement Employers Share	\$ 131,080.00	\$ 9,618.12	\$ 111,076.44	\$ 20,003.56
51541 Dental Insurance	\$ 12,651.00	\$ 908.84	\$ 10,610.98	\$ 2,040.02
51550 Life Insurance	\$ 943.00	\$ 35.73	\$ 386.66	\$ 556.34
51560 Workers Compensation	\$ 1,283.00	\$ 94.40	\$ 2,618.87	\$ (1,335.87)
51590 Other Employer Contributions	\$ 37,998.00	\$ 1,701.00	\$ 35,226.46	\$ 2,771.54
51593 Health Insurance	\$ 500,900.00	\$ 34,475.13	\$ 407,027.18	\$ 93,872.82
Personnel Expenses Total	\$ 2,865,626.00	\$ 214,548.13	\$ 2,694,975.16	\$ 170,650.84

Operating Expenses

52130 Accounting and Audit Services	\$	1,300.00	\$	-	\$	-	\$	1,300.00
52131 Financial, Banking and Investment Services	\$	1,300.00	\$	81.55	\$	908.70	\$	391.30
52192 Other Professional Services	\$	6,500.00	\$	-	\$	6,500.00	\$	-
52250 Telephone, Internet and Cable	\$	25,000.00	\$	1,268.64	\$	21,555.73	\$	3,444.27
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	6,059.00	\$	441.00
52140 Technology Services	\$	27,500.00	\$	1,670.00	\$	1,670.00	\$	25,830.00
52560 Other Special Services	\$	47,000.00	\$	3,568.31	\$	35,192.88	\$	11,807.12
52561 Reimburse County	\$	5,000.00	\$	-	\$	5,907.00	\$	(907.00)
52932 Copier Charges	\$	-	\$	481.10	\$	5,697.69	\$	(5,697.69)
52990 Sundry Contractual Services	\$	9,000.00	\$	517.49	\$	7,799.35	\$	1,200.65
53110 Postage and Courier	\$	2,500.00	\$	-	\$	1,518.68	\$	981.32
53130 Printing and Forms	\$	10,000.00	\$	-	\$	4,430.00	\$	5,570.00
53142 Software - IT	\$	-	\$	413.64	\$	4,817.72	\$	(4,817.72)
53161 Books Library	\$	282,826.00	\$	26,526.34	\$	282,357.97	\$	468.03
53168 Audio-Visual Materials	\$	60,527.00	\$	5,515.20	\$	58,376.50	\$	2,150.50
53169 E-Books Library	\$	29,100.00	\$	-	\$	29,088.59	\$	11.41
53190 Office Supplies	\$	28,800.00	\$	1,031.14	\$	21,451.16	\$	7,348.84
53220 Subscriptions	\$	19,000.00	\$	-	\$	17,078.62	\$	1,921.38
53221 Electronic Subscriptions	\$	18,500.00	\$	2,811.90	\$	18,541.83	\$	(41.83)
53240 Membership Dues	\$	104,701.00	\$	-	\$	104,181.84	\$	519.16
53250 Registration Fees/tuition	\$	4,000.00	\$	-	\$	1,124.00	\$	2,876.00
53260 Advertising	\$	4,000.00	\$	699.00	\$	3,538.06	\$	461.94
53321 Personal Auto Mileage	\$	3,000.00	\$	52.20	\$	2,123.78	\$	876.22

53340 Commercial Travel	\$	-	\$	-	\$	3.10	\$	(3.10)
53350 Meals	\$	400.00	\$	-	\$	-	\$	400.00
53360 Lodging	\$	400.00	\$	-	\$	-	\$	400.00
53410 Meeting Expenses	\$	2,000.00	\$	669.96	\$	1,360.63	\$	639.37
53494 Technology Supplies	\$	10,000.00	\$	398.50	\$	3,447.35	\$	6,552.65
53936 Other Supplies	\$	-	\$	-	\$	-	\$	-
53916 Other Personal Effects	\$	-	\$	-	\$	63.90	\$	(63.90)
53936 Other Supplies	\$	13,000.00	\$	694.65	\$	10,697.36	\$	2,302.64
55190 Insurance Other Premiums	\$	44,961.00	\$	44,961.00	\$	44,961.00	\$	-
55320 Building/Offices Rent	\$	65,000.00	\$	9,588.89	\$	57,420.11	\$	7,579.89
Operating Expenses Total	\$	831,815.00	\$	100,949.51	\$	757,872.55	\$	73,942.45
Total Expenditures	\$	3,697,441.00	\$	315,497.64	\$	3,452,847.71	\$	244,593.29
Net Change	\$	(3,217,685.00)	\$	(299,863.29)	\$	(2,956,420.31)	\$	261,264.69

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

	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
Library - Gift/Donation Cost Center				
Total Revenues	\$ 167,326.00	\$ 28,500.00	\$ 271,616.54	\$ 104,290.54
Total Expenditures	\$ 167,326.00	\$ 1,865.36	\$ 68,132.83	\$ 99,193.17
Library - Gift/Donation Cost Center Net	\$ -	\$ 26,634.64	\$ 203,483.71	\$ 203,483.71
CIP- Library Cost Center				
Total Revenues	\$ 639,835.00	\$ -	\$ 639,837.50	\$ 2.50
Total Expenditures	\$ 639,835.00	\$ 51,374.00	\$ 270,585.03	\$ 369,249.97
CIP-Library Net Change	\$ -	\$ (51,374.00)	\$ 369,252.47	\$ 369,252.47

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of December 2023

Branch	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE	2022 YEAR-to-DATE	2023 YEAR-to-DATE	% CHANGE
ATHENS	1,565	1,765	12.78%	17,185	20,271	17.96%
EDGAR	1,231	993	-19.33%	18,901	14,758	-21.92%
HATLEY	1,553	1,627	4.76%	20,979	22,768	8.53%
MARATHON	2,023	1,880	-7.07%	32,222	29,201	-9.38%
MOSINEE	2,167	1,928	-11.03%	29,340	29,622	0.96%
ROTHSCHILD	6,193	6,903	11.46%	93,890	94,779	0.95%
SPENCER	1,032	1,229	19.09%	13,941	13,726	-1.54%
STRATFORD	1,744	1,612	-7.57%	22,621	24,744	9.39%
WAUSAU	25,660	27,426	6.88%	345,133	367,790	6.56%
WAUSAU DRIVE UP	1,698	1,467	-13.60%	22,393	21,400	-4.43%
HOMEBOUND	664	480	-27.71%	10,524	6,807	-35.32%
ILL	144	139	-3.47%	2,082	1,936	-7.01%
OVERDRIVE	13,626	16,840	23.59%	167,682	191,987	14.49%
GRAND TOTAL	59,300	64,289	8.41%	796,893	839,789	5.38%

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

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

December 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	179	0	18	0	0	843	0	1,040	20,271	5.13%
EDGAR	0	0	9	0	0	0	0	9	14,758	0.06%
HATLEY	6	0	18	0	0	0	0	24	22,768	0.11%
MARATHON	1	0	11	1	0	3	0	16	29,201	0.05%
MOSINEE	1	0	0	90	0	0	2	93	29,622	0.31%
ROTHSCHILD	134	0	8	68	0	1	4	215	94,779	0.23%
SPENCER	704	0	0	0	0	15	56	775	13,726	5.65%
STRATFORD	4	0	0	0	0	1	0	5	24,744	0.02%
WAUSAU	152	0	2,937	234	0	165	11	3,499	367,790	0.95%
WAUSAU DRIVE UP	0	0	106	0	0	0	0	106	21,400	0.50%
MISC*									200,730	
TOTAL MCPL	1,181	0	3,107	393	0	1,028	73	5,782	839,789	0.69%
% of CIRC by COUNTY	0.14%	0.00%	0.37%	0.05%	0.00%	0.12%	0.01%			

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of December 2023

	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	58,085	52,147	-10.22%
RESIDENT CHILD	8,187	8,498	3.80%
HOMEBOUND	111	99	-10.81%
STAFF	66	64	-3.03%
TEMPORARY	449	469	4.45%
TOTAL FOR MARATHON COUNTY	66,898	61,277	-8.40%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,776	2,577	-7.17%
CHILD	229	228	-0.44%
TEMPORARY	26	22	-15.38%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,031	2,827	-6.73%
INTERLIBRARY LOAN			
ILL	404	413	2.23%
GRAND TOTAL	70,333	64,517	-8.27%

Marathon County Public Library

Director Report

January 2024

Highlights

Homebound Year End Survey Results

At the end of 2023, Homebound Services Coordinator Jailin P. sent a survey to 82 library patrons who were enrolled in the Homebound Program. We have had an excellent response rate, with about half of those surveys already returned so far. When asked to rate overall Homebound services out of 5, the average (mean) rating was 4.7 with all but one patrons marking a 4 or 5. Every person who filled out the survey indicated they will continue HB services and all responders said they would recommend it to friends and family. In the free-answer sections, all responses that were not specific requests about services (more audiobooks, requests for different authors, suggestions for volunteers, etc.) were praise for the staff and the program. Overall, though the program may be a bit more concentrated in size than in the past, it is still a successful and appreciated service. In 2024 we are setting a goal to expand our outreach opportunities, so we hope to see even more growth!



Here are a selection of comments from survey participants:

(Next to the question *Do you plan to continue with Homebound?*)

"TIL I DIE OR I CAN NO LONGER READ"

"For those of us who are homebound + love to read, it is a necessity!"

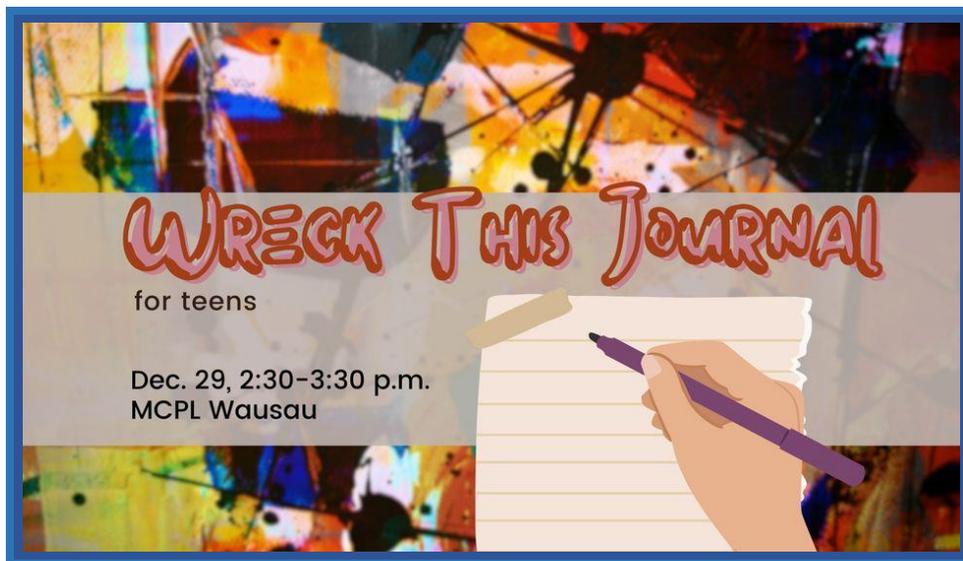
"The homebound librarians are the nicest, pleasant, helpful, and friendliest people you have as employees. They are never too busy to listen or to try to accommodate any request you may have. Actually they make my day!!! Love them all!"

"So very helpful. Extremely caring staff. Don't stop!!!"

-Jailin P, Library Specialist

Library Services

Youth Services finished out 2023 programming during the month of December and prepared for a fun and busy 2024. Youth Services staff planned programs on days with no school in December and filled that time with creative activities for families. Planning also continued for more teen programming in 2024, and five teens joined Robyn for a "wreck this journal" event in December. In 2023, Youth Services staff offered over 375 programs to the Marathon County community! The team is looking forward to the new year ahead.



Adult Services also ended 2023 on a high note. Planning is in full swing for spring and summer programs, including plans for programming during the solar eclipse in April. Collection Development Specialists, Kate and Tara, worked diligently to complete their budgets for 2023 and finish weeding. Jordan and Kathy supported the team with various projects, including end of year weeding projects. Allycia, Ben, and Chad worked together to support various strategic planning initiatives on social media, the library website, and MCPL newsletters. Jailin sent out a survey to participants in our Homebound Program to gather their feedback on this important service. Adult Services Librarian, Julie K., visited with Ben Clark from the Marathon County Historical Society; the two discussed MCPL's digitization project and other collaborative ideas. In 2024, we hope to share more of MCPL's rich history with patrons through displays and programs.

The Library Services team attended the MCPL Staff Development Day on December 1. The entire team also met individually with the Library Services Manager to receive annual performance reviews during the month of December.

-Katelyn S, Library Services Manager

Branches

Excitement for the new library building continues in Athens. Shahara and Kitty attended the Ribbon Cutting Ceremony for the Athens Municipal building on 12/9. Over 100 people were present. The Athens staff gave tours of the library and connected with community members. Kitty was also interviewed by WKEB from Medford, WI, and The Record Review.

Hatley hosted their always popular escape room program from Friday, December 22nd – Saturday, December 30th. Each day had an easier and a harder themed room. Many of the groups that came through had not done these with us before and many had not been to the Hatley Library!! Over the 6 days we held them we a total of 126 participants!! This program is always a great success and we hope to continue using the Breakout EDU kits that we are able to borrow from WVLS and IFLS. We have another week of these planned for DC Everest's Spring Break!



On December 7th, Ashley Hagenow the 76th Alice in Dairyland came to the Spencer Library. Ashley talked about the different agriculture businesses in Wisconsin and what her role is as Alice in Dairyland. Ashley also brought along what was needed to let us all try to make butter. The Spencer FFA and Food Consumer classes joined in this presentation. There was a total of 48 people attending.

Craft programs were very popular in December and were held at many locations. Patrons could be found creating folded books and newspaper animal collages in Rothschild, yarn gnomes and tin can ornaments in Hatley, snow globes and snowflakes in Athens, and scrapbook paper bows in Stratford. Patron can look forward to more creative crafts in 2024!

Visitors to all of our branch libraries enjoyed seeing the beautifully attired dolls of the Cultural Threads: Expressing Identity through Traditional Clothing exhibit. A portion of the exhibit, presented by Mosaic of North Central Wisconsin, visited each branch the first two weeks of December.

The Stratford Branch received a new café table for patrons to use. It is already being well used, and we are very thankful for the lovely update! Additionally, the Edgar Branch received a new shelf to hold adult fiction.

Various creative book displays were hosted in all locations, including ones like “De-Stress December,” “You can overbook your winter break, but you can’t do it to your shelves,” “A Season For Reading,” and “Brr...illiant Books” in addition to the many wonderful Christmas, winter, and December holiday books at each location.

Many branch staff members attended the Staff Development Day on Friday, December 1st.

Annual performance appraisals were presented and entered into Workday for all branch staff.

-Laura W, Branch Team Lead

Library Services Statistics & Activities

News

- Maria P. completed her semester-long practicum in December; her final project was to facilitate a themed Story Time and craft, which she completed successfully on Dec 8—congrats, Maria!
- Chad and Tara were awarded scholarships to attend the 2024 Public Library Association Conference by WVLS
- The Library Services team attended the MCPL Staff Development Day on Dec 1
- The Youth Services Team held their monthly meeting on Dec 19
- The Team Leads meeting was held on Dec 13 (attended by Taylor and Julie)
- Library Services participated in professional development opportunities throughout the month
- Library Services curated book displays and booklists for patrons throughout the month
- Allycia ran a marketing campaign for strategic planning initiatives throughout the month
- Allycia completed a marketing campaign to celebrate the new Athens branch location
- Allycia began a marketing campaign to share MCPL-wide efforts to create opportunities for teens to interact with the library
- Allycia was interviewed by Channel 9 News about generational library use
- Ben reactivated digital displays for the staff training room and event posters on the second floor—this project is ongoing
- Ben worked with WVLS to review and renew the mcpl.us domain and hosting
- Ben collected and reported usage data on Aspen browse categories for the Support Services Team
- Ben assisted WVLS to troubleshoot Aspen patron account errors (Aspen has since implemented a patch for this issue)
- Ben reviewed print server configuration with the Support Services Manager
- Chad appeared on WXCO Bull Falls Radio 98.9FM/1230AM on Dec 5 and 19 to talk about upcoming library programs, library resources, and the strategic plan
- Jailin received survey responses from patrons in the Homebound program throughout the month
- Jailin continued working on the WVLS Aspen Grouping and Forthcoming Fiction workgroups
- Jailin continued working on the obituary index project
- Jailin created a food assistance spreadsheet to support staff helping patrons
- Jordan assisted Collection Development specialists with weeding projects
- Jordan is working with Sarah M. to arrange the transfer of Mosinee-specific historical newspapers from Wausau to Mosinee
- Julie reached out to WVLS about indexing digitized obituaries
- Julie began planning for a MCPL history display and program in 2024
- Julie met with the Marathon County Historical Society to discuss MCPL history and future collaborations
- Kathy continued working on the Aspen Grouping Project
- Kathy supported the Library Services team by helping with various projects
- Kate attended the Hachette 2024 preview

- Robyn created activity sheets for STEAM kits
- Robyn continue to revamp the tween area of the library with new furniture, games, and giant coloring sheets
- Robyn met with Jailin and Olivia to discuss D&D programming and start planning an outreach event aimed at teens
- Rose led the creative activity during the MCPL Staff Development Day on Dec 1
- Rose created “The Mitten” activities throughout the Children’s section of the library in conjunction with the Jane Brett author visit at Janke Book Store on Dec 3
- Rose researched and prepared SLP activity ideas in preparation to coordinate them across all MCPL branches
- Rose took over ordering supplies for the Youth Reference Desk
- Tara developed disabilities and mental health/SEL booklists
- Tara worked with Support Services to discuss the idea and logistics of making easy readers consistent across all MCPL locations
- Tara continue to work with Support Services to finalize STEAM kits
- Taylor led early SLP planning efforts for Youth Services and Branch staff and began booking performers for 2024
- Taylor organized programming for days with no school during December
- Katelyn held annual performance review meetings with individual staff throughout the month
- Katelyn supported various strategic planning initiatives and attended related meetings throughout the month
- Katelyn met with Collection Development Specialists to discuss the 2024 purchasing budget
- Katelyn met with Tracy Rieger, Community Outreach Specialist, to discuss her 2024 office hours in the library
- Katelyn attended Maria’s final practicum project, met with her to discuss her practicum experience, and corresponded with UW-Madison to assess Maria’s work
- Katelyn was interviewed by a student at UWSP; Katelyn shared her experience transitioning from an academic librarian role to working in a public library setting
- Katelyn attended the Library Board meeting on Dec 18
- Katelyn attended a NICE team meeting on Dec 19
- MCPL study rooms were booked 79 times in December
- Notary: 17 appointments
- Proctoring: 0 appointments
- Tech Time: 6 appointments
- Homebound Services:
 - Items sent out: 320
 - Volunteer deliveries completed: 12
 - New (or recently returned) HB patrons: 4
 - Active HB accts at the start of the month: 83
 - Reading slips, letters, or notes received: 38
- Weeding:
 - Athens: Adult Fiction
 - Hatley: Adult Nonfiction
 - Marathon: Juvenile Biographies, Board Books, Adult Fiction
 - Rothschild: Juvenile Spanish, Juvenile Biographies, Adult Large Print
 - Wausau: Juvenile Favorites, Young Adult Fiction, Adult Nonfiction

Events and Programs

Youth Events

Story Times:

- December 1: Snow Globe Story Time—26
- December 4: Tales for Tots—32
- December 5: Book Babies—6

- December 7: Family Story Time—26
- December 8: Hootenanny Story Time--20
- December 11: Tales for Tots—38
- December 12: Book Babies—15
- December 14: Family Story Time—24

Other Programs:

- December 4: 4-H Crochet—25
- December 12: Pokémon Club—34
- December 21: Teen D&D One-Shots—7
- December 27-30: Wizarding Wands—146
- December 29: Teen Wreck This Journal—5
- **Number of December Youth Services programs – 13**
- **Total attendance for December Youth Services programs – 404**

Adults/All Ages Events

- Dec. 5: Adaptive Communities stories and crafts - 16
- Dec. 6: Wintery Book Nook craft - 8
- Dec. 12: Adaptive Communities stories and crafts – 11
- Dec. 13: MCPL Social Hour (1pm and 6:30pm) – 4
- Dec. 20: Anime After Dark - 0
- Dec. 21: Extension Gardening Series: All About Orchids (10am and 6pm) – 14
- Dec. 27: Anime Afternoon – 2
- **Number of December programs and activities – 9**
- **Total attendance/participation for December programs – 55**

Media Summary

Social Media Statistics:

- Facebook followers (MCPL): 5,145 (+5)
 - New likes (+5)
 - Unfollows (0)
- Twitter: 1,221 followers (-1)
- Pinterest: 965 followers (+0)
- Goodreads: 340 friends (-2); 1,488 reviews (+10)
- Instagram: 1,112 followers (+3)
- YouTube: 522 subscribers (+1)

Hot Happenings in the River District (email newsletter)

- December 6 – Dream Big with MCPL Community Survey
- December 13 – Dream Big with MCPL Community survey

WAOW Channel 9

- December 28 – Gen Z & Millennials are visiting the library more - https://www.waow.com/news/top-stories/gen-z-millennials-are-visiting-the-library-more/article_704c4f08-a5d8-11ee-85c7-b7eb019730e1.html

WOSQ 92.3 FM

- December 18 – Marathon County Public Library invites community to participate in survey; comments due by this Thursday - <https://cwbradio.com/news/?id=42701>

WXCO 1230 AM, 98.9 FM

- December 5 - Joined by Chad Dally of the Marathon County Public Library on December activities happening at the library. - <https://civicmedia.us/shows/chad-holmes-show/2023/12/05/joined-by-chad-dally-of-the-marathon-county-public-library-on-december-activities-happening-at-the-library>
- December 18 – Joined by Chad Dally of the Marathon County Public Library to discuss what is happening around the holidays. - <https://civicmedia.us/shows/chad-holmes-show/2023/12/19/we-are-joined-by-chad-dally-of-the-marathon-county-public-library-to-discuss-what-is-happening-around-the-holidays-plus-a-tragedy-in-central-wi-leaves-four-members-of-the-same-family-dead-after-a-dr>

City Pages

- December 7 – Big Guide – Ongoing: Data & Information gathering for strategic plan, mobile wi-fi hotspots available at MCPL; Events: 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), Gentle Yoga & Meditation (MOS), Social Hour (WAU), Stratford Book Club, Friends of MCPL Members only Book Sale, As the Page Turns Book Club (SPE), Anime After Dark (WAU); Lectures: Medicaid 101 (EDG); Arts/Exhibits: Cultural Threads; Kids/Teens: Put a Bow on It Craft Week (STR), Family Story Time (HAT), Play & Learn (WAU), Family Story Time (MAR), Read to a therapy dog (ROT), Hoo-tennany Story Time & Crafts (WAU), Tales for Tots (WAU), Family Story Time (ATH), Bouncing Babies Story Time (WAU), Pokemon Club (WAU), Family Story Time (STR), Pokemon club (Edgar), Tin Lid Ornaments (HAT), Stuffed Animal Sleepover (ROT), Family Story Time (ROT), Family Story Time (EDG), Pokemon Club (ROT), Pokemon Club (MOS), Teen D&D One-shot game (WAU), Escape Rooms at the Library (HAT), Anime Afternoon (WAU), Newspaper Animal Collage (ROT), Wizarding Wands & More (WAU), Wreck This Journal (WAU)
- December 14 – Big Guide – Ongoing: Data & Information gathering for strategic plan, mobile Wi-Fi hotspots available at MCPL; Events: Friends of MCPL members only book sale, As the Page Turns Book Club (SPE), All About Orchids (WAU), Anime After Dark (WAU); Arts/Exhibits: Cultural Threads; Kids/Teens: Family Story Time (HAT), Play & Learn (WAU), Family Story Time (MAR)
- December 21 – Big Guide – Highlights: Escape Rooms at the Library (HAT); Ongoing: Data & Information gathering for strategic plan, mobile Wi-Fi hotspots available at MCPL; Events: Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Stratford Book Club, Mosinee Book Club, Rothschild Book Club; Lectures/Workshops: Homemade Journals & Notebooks (MOS); Kids/Teens: Family Story Time (MAR), Pokemon Club (MOS), Teen D&D One-shot Game (WAU), Escape Rooms at the Library (HAT), Anime Afternoon (WAU), Newspaper Animal Collage (ROT), Wizarding Wands (WAU), Wreck this Journal (WAU), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT), Family Story Time (EDG), LEGO Block Party (MOS), Play & Learn (WAU), Penguin Family Story Time (MOS), Family Story Time (WAU), Family Story Time (MAR), Lego Block Party (WAU), Lego Block Party (ROT), Tales for Tots (WAU), Wings of Fire Party (MOS), Pokemon Club (WAU), Family Story Time (STR), After School Art (EDG), LEGO Block Party (EDG), Family Story Time (ROT), Family Story Time (EDG), Mosinee Branch Teen Advisory Group, Pokemon Club (ROT), Lego Block Party (WAU), Pokemon Club (MOS), Crafts & Dragons (WAU), Book Bowl: The Prequel (WAU), Tales for Tots (WAU), Family Story Time (ATH), After School Art (EDG), Narwhal Tales (WAU), MCPL & 4-H: LED & Circuits (WAU), Tales for Tots (WAU), Family Story Time (ATH), Play & Learn: It's frosty inside (STR), Yarn Art for Kids (MOS), Repurpose: Magazine Animal Art (MOS)
- December 28 – Big Guide – Ongoing: Mobile Wi-Fi hotspots available at MCPL; Events: Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Stratford Book Club, Mosinee Book Club, Rothschild Book club; Lectures/Workshops: 3D Kirigami Snowflake Craft (SPE), Homemade Journals & Notebooks (MOS); Kids/Teens: Escape Rooms (HAT), Newspaper Animal Collage (ROT), Wizarding Wands & More (WAU), Wreck This Journal (WAU), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT), family Story Time (EDG), LEGO Block Party (MOS), Play & Learn (WAU), Penguin Family Story Time (MOS), Family

Story Time (WAU), Family Story Time (MAR), LEGO Block Party (WAU), LEGO Block Party (ROT), Tales for Tots (WAU), Wings of Fire Party (MOS), Pokemon Club (WAU), Family Story Time (STR), After School Art (EDG), LEGO Block Party (EDG), Family Story Time (ROT), family Story Time (EDG), Mosinee Branch Teen Advisory Group, Pokemon Club (ROT), LEGO Block Party (WAU), Pokemon Club (MOS), Crafts & Dragons (WAU), Book Bowl: The Prequel (WAU), Tales for Tots (WAU), Family Story Time (ATH), After School Art (EDG), Narwhal Tales (WAU), MCPL & 4-H: LED & Circuits, Tales for Tots (WAU), family Story Time (ATH), Play & Learn (STR), Yarn Art for Kids (MOS), Repurpose: Magazine Animal Art (MOS)

Mosinee Times

- December 27 – MCPL Edgar & Stratford to offer Long-term Care 101 Presentation

Record Review

- December 7 – People – Edgar: MCPL Story Time, MCPL Book Club, Pokémon Club; Marathon: MCPL Story Time, MCPL Book Club
- December 13 – Cover – Power of the Athens People: A case of residents helping out their local government; People – Edgar: MCPL Story Time, Pokémon Club; Marathon: MCPL Story Time
- December 20 – Library battle continues with latest appointment – People – Athens: MCPL Book Club; Edgar: MCPL Book Club, After School Art, Lego Block Party; Marathon: MCPL Book Club;
- December 27 – People – Athens: MCPL Book Club, Family Story Time; Edgar: Family Story Time, MCPL Book Club, After School Art, Lego Block Party; Marathon: MCPL Book Club, Family Story Time; Stratford: Family Story Time, Play & Learn

Wausau Pilot & Review

- December 1 - Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2023/12/01/marathon-county-public-library-programs-adults-8/>
- December 8 – Submit Letters to Santa now through Dec. 20 - <https://wausapilotandreview.com/2023/12/08/submit-letters-to-santa-now-through-dec-20/>
- December 13 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2023/12/13/marathon-county-public-library-programs-adults-9/>
- December 15 – Marathon County supervisors again debate book challenges in trustee appointment - <https://wausapilotandreview.com/2023/12/15/marathon-county-supervisors-again-debate-book-challenges-in-trustee-appointment/>
- December 19 – Marathon County Public Library book Clubs: January 2024 - <https://wausapilotandreview.com/2023/12/19/marathon-county-public-library-book-clubs-january-2024/>
- December 23 – January story time dates set at Marathon County Public Library - <https://wausapilotandreview.com/2023/12/23/january-story-time-dates-set-at-marathon-county-public-library/>
- December 24 – Letters to Santa: What Wausau area children want for Christmas this year - <https://wausapilotandreview.com/2023/12/24/letters-to-santa-what-wausau-area-children-want-for-christmas-this-year/>
- December 25 – Marathon County Public Library programs: Youth - <https://wausapilotandreview.com/2023/12/25/marathon-county-public-library-programs-youths/>
- December 26 – Marathon County Public Library programs, January - <https://wausapilotandreview.com/2023/12/26/marathon-county-public-library-programs-january/>
- December 29 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2023/12/29/marathon-county-public-library-programs-adults-10/>

Wausau Times/Buyers Guide

- December 13 – Out & About: Mobile Wi-fi Hotspots available at MCPL, Data & information gathering for Strategic plan
- December 20 – MCPL Book Clubs: Jan 2024 – Out & About: Mobile Wi-fi Hotspots available at MCPL, Data & information gathering for Strategic plan
- December 27 – Out & About - Ongoing: Mobile Wi-fi hotspots available at MCPL; Kids/Teens: Escape Rooms at the Library (HAT), Newspaper Animal Collage (ROT), Wizarding Wands & More (WAU), Wreck This Journal (WAU), Bouncing Babies Story Time (WAU), Family Story Time (HAT), Family Story Time (ROT)

Materials

Youth

	2023 Annual Budget*	Rollover from 2022	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 01/04/2024	% Spent
Juvenile Audiobooks	\$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	\$6,198.14	\$22.48	\$6,220.62	\$565.51	\$0.00	\$6,220.62	100%
Juvenile Video Games	\$2,383.05	\$30.68	\$2,413.73	\$219.43	\$0.00	\$2,413.73	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%
Youth AV Subtotal	\$22,211.11	\$123.51	\$22,334.62	\$2,030.42	\$0.00	\$22,334.62	100%
Juvenile Fiction	\$25,821.01	\$55.72	\$25,876.73	\$2,352.43	\$0.00	\$25,876.73	100%
Juvenile NonFiction	\$27,568.60	\$57.47	\$27,626.07	\$2,511.46	\$0.00	\$27,626.07	100%
Juvenile Picture Books	\$31,365.57	\$104.35	\$31,469.92	\$2,860.90	\$0.00	\$31,469.92	100%
Juvenile Spanish	\$1,374.72	\$0.00	\$1,374.72	\$124.97	\$0.00	\$1,374.72	100%
Juvenile Standing Order Print	\$8,893.14	\$0.00	\$8,893.14	\$808.47	\$0.00	\$8,893.14	100%
Young Adult Fiction	\$10,814.80	\$43.96	\$10,858.76	\$987.16	\$0.00	\$10,858.76	100%
Young Adult Graphic Novels	\$3,245.18	\$142.16	\$3,387.34	\$307.94	\$0.00	\$3,387.34	100%
Young Adult NonFiction	\$3,175.98	\$0.00	\$3,175.98	\$288.73	\$0.00	\$3,175.98	100%
Youth Print Subtotal	\$112,259.00	\$403.66	\$112,662.66	\$10,242.06	\$0.00	\$112,662.66	100%
Youth Services TOTAL	\$134,470.11	\$527.17	\$134,997.28	\$12,272.48	\$0.00	\$134,997.28	100%

Notes: *Youth funds have been adjusted for end-of-year spending. \$220.11 was added from Adult e-books to cover the cost of Juvenile Standing Orders sent in 2023 with a publication date of 1/2/24.

Adult

	2023 Annual	Rollover from	Total w/carryover	Monthly Allotment	Free Balance	Spent YTD	% Spent
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	Budget	2022					
Adult Audiobooks	\$11,544.42	\$549.01	\$12,093.43	\$1,049.49	\$0.00	\$12,366.55	102.26%
Adult Music CD	\$4,664.17	\$699.42	\$5,363.59	\$424.02	\$0.00	\$5,364.33	100.01%
Adult DVD	\$18,333.44	\$1,043.69	\$19,377.13	\$1,666.68	-\$32.98	\$19,206.54	99.12%
Adult Video Games	\$1,534.99	\$119.98	\$1,654.97	\$139.54	\$0.00	\$1,654.95	100.00%
Adult AV Subtotal	\$36,077.02	\$2,412.10	\$38,489.12	\$3,279.73	-\$32.98	\$36,110.00	100.35%
Adult Paperbacks	\$2,520.79	\$164.63	\$2,685.42	\$229.16	\$0.00	\$2,685.45	100.00%
Adult Paperbacks S.O.	450.00	\$0.00	\$450.00	N/A	\$2.10	\$447.90	99.53%
Adult Fiction	\$46,914.48	\$429.81	\$47,344.29	\$4,264.95	\$0.00	\$47,459.72	100.24%
Adult LT Fiction	\$8,071.31	\$74.55	\$8,145.86	\$733.76	\$0.00	\$8,088.40	99.29%
***Adult LT S.O.	\$4,857.91	\$0.00	\$4,857.91	\$441.63	\$71.62	\$4,786.29	98.53%
Adult Non-fiction	\$71,603.66	\$2,592.19	\$74,195.85	\$6,509.42	\$0.00	\$74,279.84	100.11%
Adult Non-fiction S.O.	\$2,223.72	\$0.00	\$2,223.72	N/A	\$0.00	\$2,223.72	100.00%
Adult Biographies	\$10,743.37	\$336.33	\$11,079.70	\$976.67	\$0.00	\$11,139.79	100.54%
Adult Spanish	\$530.57	\$66.43	\$597.00	\$48.23	\$0.00	\$600.99	100.67%
Adult Hmong	\$676.28	\$0.00	\$676.28	\$61.48	\$0.00	\$692.24	102.36%
Overdrive - ebooks	\$17,534.22	\$0.00	\$17,534.22	\$1,594.02	\$394.04	\$17,112.68	97.60%
Adult Print Subtotal	\$166,126.31	\$3,663.94	\$169,790.25	\$15,102.39	\$467.76	\$169,517.02	99.90%
Adult Services TOTAL	\$202,203.33	\$6,076.04	\$208,279.37	\$18,382.12	\$434.78	\$205,627.02	98.73%

Notes: \$266.24 credit expected for Adult DVD

Support Services Statistics & Activities

Circulation Team

- New library card applications processed by the Circulation Team: 224
- Checkout total for Wausau First Floor: 27,426
- Ashley H processed 139 Interlibrary Loan items
- December Passports News:
 - 28 Adult Passport Books
 - 11 Minor Passport Books
 - 2 Adult Passport Cards (attached to a passport book applications)
 - 3 Minor Passport Cards (attached to a passport book applications)

The MCPL Passport team accepted a total of 39 passport applications at \$35.00 each, and 48 photos were taken at \$10.00 each for a total of \$1,845.00 recorded. We also assisted with 11 renewal applications.

- Ashley H:
 - Gave presentation (on Inter-library Loan at MCPL) to Library Board of Trustees at December meeting.
 - Completed a weeding list for Young Adult Fiction.
 - Conducted additional ILL work beyond traditional circulations:
 - Renewals: 6
 - Under \$10 per Amazon.com: 1
 - Unfilled requests: 3
 - Too new: 3 (informed patrons of purchase suggestion instead)
 - Invoice for damaged/missing MCPL item: 1
 - V-Cat items: 1
 - Non-MCPL patron: 1
 - ILL inquiries: 1
 - Submitted ILL on behalf of patron: 2
- Olivia B:
 - Completed annual passport acceptance training
 - Wrote and helped to run the Teen Dungeons and Dragon Winter Solstice one session adventure. The event was a success, with 7 teens attending, and one asking for a copy in order to share this resource with friends
 - Attended V-CAT Cooperative Circulation Committee meeting
 - Billed for around \$226.36 worth of items (primarily liquid damage)
- Maggie B.
 - Ordered monthly supplies for the team.
 - Continued to assist with the Homebound program
 - Assisted in Support Services doing book intake, stamping, and barcoding.
 - Significantly helped the Page team by emptying bins, sorting carts, and helping work through Transits routinely.
 - Began doing the Juvenile to Adult account switch-overs.
- Erin Q
 - Helped with switch-overs for the seasonal collection being sent in/out to the branches.
 - Searched for items on the Missing & Missing in Inventory report for October 2023 and found seven items.
 - Created inventory list of old magazines to be purged.
 - Worked on a patron record clean-up project throughout the month.
 - Discovered a problem between the self-checkout kiosks and the hold shelf and flagged it for correction.
- Over the course of the month, four patrons were banned for different lengths of time due to policy violations.

Support Services Team

- Team members participated in Staff Development Day 12/1.
- Kayla K has assumed responsibility (from Janice A) for creating the Fund Activity Report on (or as close as possible to) the 1st of the month.
- Kayla K sent out a Missing/Missing in Inventory report for items missing since 2021. (83 items). They will be searched one final time before being marked for deletion.
- Chris L and James B attended the V-Cat Bibliographic and Interface Committee meeting on 12/12. The main topic of discussion was SkyRiver and OCLC.

- SkyRiver trial data was re-evaluated. 77% of the titles surveyed had records that were usable with edits to the cataloging workflow (i.e., catalogers would be trained/expected to add missing information to the Physical Description field (300) when needed).
- OCLC usable records were 87%.
- Of concern: SkyRiver records appear to have a higher rate of incorrect coding and/or missing fields in the Leader, 006, 007 and 008. Aspen depends on these fields for material type identification in the public catalog. Without a setup change, an increase in editing of the Leader, 006, 007 and 008 can be assumed if V-Cat chooses SkyRiver.
- OCLC agreed to a price reduction.
- Also, Northern Waters Library Network (NWLN) uses SkyRiver, and WVLS is considering a shared ILS with NWLN as part of the NICE project. SkyRiver may be a part of that future partnership.
- After discussion, the Bib/Interface Committee recommended continuing with OCLC as V-Cat's cataloging utility for 2024. During 2024, the Bib Committee and WVLS staff will discuss potential training of bibliographic edits in the Physical Description field (300) in preparation of a utility change in the future. The recommendation will be forwarded to the V-Cat Council for consideration at its February meeting.
- Team Leads met with Leah 12/13.
- The whole Support Services Team helped in the addition of 80 Easy Reader Boxed Sets for the MCPL branches! Janice A created artwork for the boxes and stamped ownership on each small book (1252 total!). Chris L and James B cataloged and printed labels which are being applied by Michelle K. We know our young branch patrons and their parents will appreciate these new additions to the collection.
- On 12/20 James B and Chris L met with Tara H of the Collection Development Team to discuss changes to juvenile Easy Readers procedures to improve consistency in dot colors and shelving across all MCPL locations.
- Dawn L reports that the 2023 budgeted money is nearly spent. She coordinated with the Collection Development team to shift the funds to ensure spending alignment at the end of the year including shifting funds into e-books because: 1. Patron demand is strong. 2. They are delivered/invoiced almost immediately upon ordering.
- Circulation total for Wausau Drive Up: 1,467.

Page Team

- Did routine switch-overs for new Adult collections and Young Adult collections.
- Completed one weeding list for young adult fiction during the month.
- We said goodbye to Maggie K. on 12/29/23.
- Throughout the month of December the Page Team shelved 26,615 items. 10,705 of those items were juvenile books. They handled an additional 3,297 more items for holds or transits to home libraries.

Information Technology

- Enhancements and upgrades were tabled in favor of immediate maintenance needs due to staff outage.
- 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 mcp.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 *The Children’s Blizzard* by Melanie Benjamin. A group discussion was held on December 12, with 8 readers attending.
- Upcoming Programs: The January Athens Book Club will be reading *The Maid* by Nita Prose. Book Club will meet on Tuesday, January 8 at 2:00pm in the library. February Book Club will be *Take my Hand* by Dolen Perkins-Valdez.
- Family Story time is held on Mondays at 10:30am through Dec. 11. Athens has been averaging 16 children and 6 adults per session during the month of December. Storytime will begin again on January 22, 2024.
- Class Visits: There were 12 class visits.
- Athens did a self-directed “Family Tree” craft. Sixteen families created a tree from the hands of family members and then decorated it to hang in their homes.

- Snow Much Fun Winter Break Program was held Dec. 27 thru Dec. 30. There were 15 children and 5 adults in attendance. Patrons enjoyed making snowflake crafts, including 10 Q-tip snowflakes, 16 paper plate snow globes and 5 snowflake bookmarks.
- Athens will be starting a board game night on the 3rd Thursday of the month starting in January.

Circulation Statistics

- In December, Athens circulated a total of 1,765 items. This is 12.78% increase from December of 2022. In 2023 year-to-date, Athens has circulated 20,271 items. This is a 17.96% increase from 2022.

Library News

- 12/9/23: Shahara and Kitty R. attended the Ribbon Cutting Ceremony for the Athens Municipal building. It was attended by 100 people. The Athens staff gave tours of the library and connected with community members.
- 12/9/23: Kitty R. was interviewed by WKEB Medford, WI, and The Record Review.

Facilities

- A security door alarm to the emergency exit door in the children's room, and a fire alarm cover has been installed.

Edgar Monthly Report

Events and Programs

- Book club discussed the book *The Christmas Bookshop* by Jenny Colgan on the 12th with 3 attending. Book club was led by attendees this month.
- Story Time was held on the 5th with 2 in attendance, and on the 19th with 3 in attendance. Story Time on the 19th was self-led due to staff illness.
- Pokémon Club was held on the 18th with 3 in attendance and was held in the boardroom.
- On the 13th an insurance specialist came to discuss Medicaid with 0 in attendance
- 1 child turned in their 300 sheet for 1,000 books before kindergarten and her star was moved to the corresponding number on our wall display.

Circulation Statistics

- The circulation statistics for the month of December were 993 checked out. This is a 19.33% decrease for the same month last year. A total of 14,758 items have been checked out so far this year. This is a 21.92 % decrease from 2022.

Library News

- Hannah and Christina attended Staff Development Day on the 1st.
- Heather B. filled in on the 20th while Hannah was out sick.
- Mosaic brought 3 dolls for display from the 2nd to the 14th as part of the Cultural Threads exhibit.
- A new winter bulletin board display was put up in the entrance to the building.
- A new shelf was purchased for new adult fiction.

Facilities Updates

- None at this time.

Hatley Monthly Report

Events and Programs

- Book Club – We read *White Out*. We had a total of 12 participants.
- Grab n Go Programs
 - Grab n Go – Fall Ribbons – we gave out 8 from the 21 we had left for December
 - Grab n Go – Bookmarks – we gave out 1 from the 1 we had left for December.
- Story Time is held weekly on Tuesdays @ 10:30a
 - December 5th we read books on Gnomes and had 2 participants.
 - December 12th we read books on Monkeys and had 7 participants.
 - December 19th we read Holiday books and had 5 participants.

- Wednesday, December 6th we had our Yarn Gnome program. We had 11 come and create their own gnome using felt, yarn and buttons. We were also able to create 10 grab n go kits with extra supplies. Twenty-one gnomes were created.
- Thursday, December 14th the Hatley Elementary 4th Grade class came to visit and check out books before Winter Break. This brought in 24 children and 1 adult.
- Monday, December 18th we did a Tin Can Ornament program. We had 3 participants create multiple ornaments using tin can lids, paint and decorative paper. Two participants used a hammer and nails to create a design, and then painted it make an ornament that light could shine through.
- Friday, December 22nd – Saturday, December 30th we held our “Escape Rooms.” Each day featured an easier and more difficult option. Many of the groups that came through had not done these with us before and many had not been to the Hatley Library! Over the 6 days we held escape room programs, we had a total of 126 participants! This program is always a great success, and we hope to continue using the Breakout EDU kits that we are able to borrow from WVLS and IFLS. We have another week of these planned for DC Everest’s Spring Break!
- Upcoming Programs
 - Book Club on January 9th – *Winter Garden*
 - Story Times are EVERY Tuesday morning at 10:30a
 - Wine Bottle Snowmen on Wednesday January 24th

Circulation Statistics

- Hatley circulated 1,627 for the month of December. This is a 4.76% increase. Year to date is 22,768 items. This is an 8.53% increase from last year.

Library News

- Heather covered a shift in Edgar
- Adult Non-Fiction was weeded
- Sending 2 bins for relabeling every 2 weeks
- Inventory resumed and is going well
- Annual Evaluations were completed
- Robin and Heather both attended Staff Training

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 M. and 8 patrons had a lively, thoughtful discussion of the book *Star Fish* by Lisa Fipps. 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, January 8th with a discussion of the book *Devil in the White City* by Erik Larson.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We had 16 caregivers and children join in the fun with themed stories, songs and activities during 3 events in December. The themes we focused on this month were first snow, snowmen and bedtime.
- The 4K class from St. Mary’s School has been making monthly visits to the library since October. Lisa H. reads them themed stories and sings a song or two. Then, the students get an opportunity to check out a book with their own library card. The class of 22 students visits on the second Wednesday of the month.
- In January, our monthly book club, St. Mary’s 4K visits and weekly story times will be held as usual.

Circulation Statistics

- Marathon circulated 1,880 items during the month of December, which is a 7.07% decrease from this time last year. In 2023, Marathon has circulated 29,201 items. This is a 9.38% decrease over last year.

Library News

- Lisa and Lisa are continuing to work on weeding, shifting and rearranging the collection.
- We attended Staff Development Day on December 1. It was great to get together with everyone, discuss challenges, and talk about plans for the future.
- Lisa H. will attend MLK Day and the Branch Coordinator's meeting during the week of January 15.

Facilities Updates

- Village maintenance fixed the toilet in the women's bathroom.
- Hurtis Heating & Cooling did a routine furnace check.

Mosinee Monthly Report

Events and Programs

- Family Story Time continues to be held on the first Tuesday of the month at 2 p.m. through December. We had 4 patrons this month. Starting in January 2024, Family Story Time will move back to Wednesday mornings at 11 a.m., on the first Wednesday of the month, with special themes and crafts every month.
- One patron joined us for our DIY Fabric Art program on the 12th.
- Eleven patrons had fantastic feedback on another Gentle Yoga and Meditation session on the 13th. This series will start back up in February of 2024, on the 3rd Wednesday of the month at 10 a.m., and continue through May 2024.
- Our monthly Yarn and Games Social Hour brought in no patrons this month; this program will likely be reimaged or discontinued in 2024.
- Twenty patrons joined us for December's session of our popular Pokémon Club. In addition to meeting new friends and trading cards, children had fun doing a "Pin the tail on Pikachu" game along with making special "Pokémon Flexangles". We will be continuing this popular series at the same time in 2024, with new activities each month, including a "Feed the Dragon" bag toss game Sarah created.
- Passive Programs: This month 9 patrons told us what their favorite book they read in 2023 was.
- Upcoming Programs: In January we will be continuing Pokémon Club, Family Story Time, and Book Club. We'll also be starting Lego Club and a Teen Advisory Group. Special programming for the month will include a Wings of Fire Party on the 9th, a DIY Terrarium program on the 11th, and a two week self-directed journaling week.

Circulation Statistics

- Mosinee 1,928 items in December 2023. This is an 11.03% decrease. Mosinee has circulated 29,622 items in 2023. This is a .96% increase.

Library News

- Displays: Our children's section featured winter themed books, as well as animal welfare and rescue themed books in honor of International Animal Rights Day on December 10th. Our display by the public computers asked patrons if they knew the Dewey Decimal System, and featured books from both nonfiction sections to highlight different Dewey Decimal system numbers. The adult fiction section featured chocolate themed books to celebrate National Chocolate Covered Anything Day on the 16th, and our fireplace featured relaxation themed books for a "De-Stress December" display. Our circulation desk reminded patrons that "You can overbook your winter break, but you can't do it to your shelves".
- Staff continued sending in items that needed new spine labels, and appreciate all the hard work Support Services is doing!
- Katie and Sarah attended the Staff Development Day on Friday December 1st.
- Annual performance appraisal reviews were given and entered into Workday.

Facilities Updates

- We are still waiting to hear on the timeline for our historic window restoration.
- A&A Lock Services installed a lock to our back staff room door on the 19th, with the key matching the outside entrance doors.

Rothschild Monthly Report

Events and Programs

- Story time is scheduled for every other Tuesday. In December, we had 35 participants at two story times. The second story time of the month featured a special Stuffed Animal Sleepover. Children could drop their stuffy friends off at the library to spend the night, and in the morning library staff sent the families photos of their fun adventures! Additionally, in 2023, we had 48 new children sign up for our 1000 Books Before Kindergarten program. Four children completed their 1000 books throughout the year, and many children are getting close!
- In December, book club did not meet due to the holidays. In January, the club will meet on Wed., Jan 24th to discuss *The Guest List* by Lucy Foley.
- We held an adult focused craft program on book folding on December 6th that brought in 27 participants! Everyone loved learning this new craft and was impressed with their final product! We also held a drop in craft program over winter break where families could make newspaper collage animals. This project was completed by 25 participants over the 4 days.
- Pokémon Club continued to be a hit with participants! 6 people joined us to trade cards, socialize, play the game, and make Pokémon decorations. 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 15 readers loved sharing stories with Buddy! Buddy will be back at the library on Thursday, February 4th. We hope to add an additional therapy dog to our program soon. Our regular Lego Block Party saw 9 participants as well.
- In December, we had various book displays around the library including “Brr...illiant Books,” “Cozy Reads,” and “Home Sweet Home,” as well as displays for winter, Christmas, and other holidays.

Circulation Statistics

- In December, Rothschild circulated 6,903 items. This is 11.46% increase from last year. In 2023, Rothschild circulated 94,779 items. This is .95% increase from last year.

Library News

- Laura attended the programming committee meeting on 12/11 and the team leads’ meeting on 12/13. Wanda, Julie, Megan, and Laura attended Staff Development Day on 12/1.
- Annual performance reviews were completed for all Rothschild staff.
- We hosted a Community Conversation opportunity for MCPL’s Strategic Plan on 12/5.
- The Rothschild branch is hosting adorable bird artwork from the Rothschild Elementary School kindergarten class.
- Staff weeded the adult large type and children’s Spanish collections. We also rearranged the adult WI and foreign language collections.

Facilities Updates

- None at this time.

Spencer Monthly Report

Events and Programs

- On December 7th, Ashley Hagenow, the 76th Alice in Dairyland, visited the Spencer Library. Ashley talked about the different agriculture businesses in Wisconsin and her role as Alice in Dairyland. Ashley also brought along what was needed to let us all try to make butter. The Spencer FFA and Food Consumer classes joined in this presentation. There was a total of 48 in attendance.
- Cribbage Club was held on December 12th. Four attended this month.

- *The Secret of Snow* by Viola Shipman was the book discussed at the December meeting for book club in Spencer. The book was enjoyed by all 17 that attended.
- On December 20th, the Spencer Kindergarten classes from Spencer Elementary came to the library for a school visit. Audrey read two stories and then each child was allowed to check out one book. All 33 children were excited to check out!
- Spencer held a passive program where children and adults could choose a gift-wrapped book. They would have no idea what the title was until they took it home and unwrapped their surprise. This program had 11 participants.

Circulation Statistics

- Spencer circulated 1,229 items in the month of December. This is an increase of 19.09%. Spencer has circulated 13,726 items in 2023. This is a decrease of 1.54%.

Library News

- Audrey and Lue attended the full staff meeting held in Wausau on December 1st.
- Audrey presented Lue M. with her annual review and Katelyn presented Audrey with her review in December.
- Holly Wolfram, Program Coordinator from Mosaic of North Central Wisconsin, returned to pick up the four dolls that were displayed in Spencer. The countries of Mexico, Democratic Republic of Congo, Mohican Nation and Afghanistan were represented in Spencer.
- The Dream Big with MCPL "Community Q&A" was displayed during December. We had a community board with sticky notes available that patrons could write their comments/concerns/questions on. Also, available was a survey for them to fill out and return.
- Audrey wrote articles for the Village Voice of Spencer and the Clark County TRG papers with upcoming programs, library hours and the dates we were closed for the holidays.

Facilities Updates

- None at this time.

Stratford Monthly Report

Events and Programs

- Nine patrons enjoyed our "Put a Bow On It" craft program the week of Dec. 4-9 in which they learned how to make a bow out of scrapbook paper.
- Visitors to our library also enjoyed seeing the beautifully attired dolls of the Cultural Threads: Expressing Identity Through Traditional Clothing exhibit. A portion of the exhibit, presented by Mosaic of North Central Wisconsin, visited our branch the first two weeks of December.
- We hosted a total of 35 people during two Family Story Times on Dec. 6 and 13. We explored the seasonal themes of snowmen and sleigh rides through books, songs, fingerplays, and felt storyboards.
- On Dec. 4, six St. Joe's students also enjoyed a story time and book check-out at our branch while visiting with their teacher. On Dec. 12, nine students and their teacher visited for book check-out and to enjoy a library scavenger hunt. Both classes also enjoyed seeing the beautifully attired dolls of the Cultural Threads Project.
- Forty patrons enjoyed participating in our Rudolph Scavenger Hunt in December.
- Donna Heil, a local health and life insurance agent, was here to present an informational program on Medicaid on Dec. 11. However, there were no attendees.
- Six adult patrons attended our Book Club on Dec. 13 to discuss *A Christmas Legacy* by Anne Perry.

Circulation Statistics

- We circulated 1,612 items in December. This is a 7.57% decrease from last year. In 2023, we circulated 24,744 items. This is a 9.39% increase from 2022.

Library News

- In December, we featured "A Season for Reading" and a holiday movie/baking book displays.
- MJ and Darla attended Staff Day in Wausau on Dec. 1.

- We sent in books for relabeling.
- Darla and MJ both received their Performance Appraisals.
- MJ subbed in Marathon City on Dec. 9 and in Rothschild on Dec. 18. Darla worked an extra hour on Dec. 18 to cover ST.

Facilities Updates

- The Stratford Branch received a new café table for patrons to use. It is already being well used, and we are very thankful for the lovely update!

Director's Report

WVLS BOARD OF TRUSTEES MEETING

November 18, 2023

CORRESPONDENCE

WVLS Board Appointments

Four WVLS trustees have terms set to expire at the end of the year: **Tom Bobrofsky** (Clark County), **Kay Palmer** (Marathon County), **Pat Pechura** (Oneida County) and **Eileen Grunseth** (Taylor County). Notifications were sent to the clerks in those counties in October, and we anticipate hearing back from them following their December 2023 and January 2024 county board meetings when appointments to the WVLS Board are approved. A replacement to fill the unexpired term for Tyson Cain (Marathon County) who resigned in 2021 remains unfilled.

Pat Pechura (Oneida County) and **Eileen Grunseth** (Taylor County) have announced their plans to resign from the WVLS Board, so those counties will be making new appointments.

Colleagues Share Their Appreciation

WVLS Director's Retreat. *"I just want to say **thank you** again for the opportunity to provide facilitation services for the WVLS Directors' Retreat. You are a total pro at providing meaningful professional development and running a well-organized day of content. It was a bonus for me to get to work with Michelle and Angela, too. ... I look forward to de-briefing in the near future. If I can help provide services to WVLS again, please let me know. You and the WVLS crew are excellent collaborators."* – **Rachel Arndt**; Rachel Arndt Consulting LLC

"WVLS and the Director Retreat Team, thank you for putting together a great day! It was ALL good and I took away a great number of ideas and advice. The in-person networking is so important, and I thank you for providing that opportunity!" – **Laurie Ollhoff**; Director, T.B. Scott Library, Merrill

WLA Conference. *"Hi Jamie, ... And thank you, as well, for the spectacular WLA conference experience. Every detail, from the incredibly thoughtful welcome bags, the energizers in the exhibit halls, the morning speakers, meals, programs, and venue, was just fantastic! How you do it all, I don't know, but I hope you had a rejuvenating week and are continuing to celebrate you and your team's success."* – **Angela Schneider**, Public Library Development Consultant, Winnefox Library System

PEOPLE / LIBRARIES / SYSTEMS IN THE NEWS

LEAN WI Systems on Track to Hire a Shared Position

LEAN WI partner systems – IFLS Library System, Northern Waters Library Service and WVLS – are planning to collectively hire and share a full-time Technology Support Consultant. This unique position

will provide support to over 100 libraries across the northern half of the state in such service areas as website development and support, digitization processes, and projects involving data visualization and analysis. The position was posted in late September, applications were received in October, and interviews will be held in November.

MCPL Board Receives Lee Bures Intellectual Freedom Award



(Left to right) Gary Gisselman, MCPL Trustee; Reid Rayome, MCPL Trustee; Kari Sweeney, MCPL Board President; and Trista Owczarzak, WCTE Second Vice President and WCTE Awards Chair

The Wisconsin Council of Teachers of English (WCTE) has recognized the Marathon County Public Library (MCPL) with the Lee Bures Intellectual Freedom Award for demonstrating a commitment to intellectual freedom and free speech.

MCPL Board members received the award at a WCTE luncheon on October 13 in Wausau. “The selection committee was impressed by the ways in which you have advocated for expression free from censorship within your libraries,” said WTCE.

The Lee Bures Intellectual Freedom Award was created in 2016 by the National Council of Teachers of English to recognize individuals, groups or institutions for advancing the cause of intellectual freedom. It was begun in honor of Lee Bures, a long-time educator at UW-Stevens Point. Each state may name one award winner annually.

The MCPL Board of Trustees joins previous winners recognized by WCTE, including the Cooperative Children's Book Center (Madison), Sauk Prairie High School and Mount Horeb High School.
(edited from [Wausau Pilot and Review](#); October 18, 2023)

Transitions

In October, **David Krantz** informed his system colleagues of his plan to resign as Director of the Southwest Wisconsin Library System (Plattville). He accepted a position as ILS/Interlibrary Loan Consultant at the Winding Rivers Library System (LaCrosse).

South Central Library System (Madison) Director **Martha Van Pelt** has announced that she plans to retire sometime in February or March 2024. In her announcement, Marty became the SCLS Director in September 2010 and has worked as a professional librarian for 40 years. WVLS wishes Marty all the best in her retirement.

In mid-August **Greg Mickells** announced his plan to retire as Director of the Madison Public Library effective February 2, 2024. During his 11-year tenure, Mickells' work took him to three continents representing Madison Public Library in China, The Gambia, and Denmark, and to the White House in 2016 where Madison Public Library was recognized with a National Medal for Museum and Library Service. The Bubbler at Madison Public Library was recognized with a Wisconsin Innovation Award, and the Library was selected as a Top Innovator by Urban Libraries Council in the Race and Social Equity category. Eight staff members have been recognized as Library Movers & Shakers by *Library Journal*. Madison Public Library serves as the resource library for the South Central Library System. A job description and application for the position are available on the [Madison Jobs website](#).

WVLS COLLECTION DEVELOPMENT

Replacement for Gale Courses

Research and trial for possible products to replace Gale Courses has been on-going. In October, member library staff had access to a trial of Udemy for Business. Rachel and Kristie received feedback from member library staff on the trial through email as well as a virtual meeting. A demo and trial of LinkedIn learning is scheduled for December. Additional trials are being sought for other learning platforms.

Makerspace Collection

Previously, Wisconsin Valley Library Service, IFLS Library System, and Northern Waters Library Service teamed up to provide makerspace kits, equipment, story time kits, and memory kits for member libraries to book using the Lend Items booking program. Recently, items available in the WVLS makerspace underwent assessment and evaluation. Some items were removed due to relevance, low

usage, or condition. Ideas to add to the collection are currently being sought from member library staff. Member library staff request makerspace kits and equipment online and the items are transported by courier.

GRANT and SCHOLARSHIP PROJECTS

NEW! 2024 WVLS Marketing Support Grant

In 2024, WVLS will offer a Marketing Support Grant, a pilot project and opportunity for WVLS libraries to evaluate their library's marketing efforts and to work toward a library marketing plan or marketing campaign.

Libraries will receive \$250-500 in funds to support their marketing plan or campaign. Grant recipients will: assess current library marketing, create, and execute library marketing goals, and discover new target audiences as part of their plan or campaign.

The grant application is available on the [WVLS webpage](#). The deadline to apply is Tuesday, December 12.

2023/2024 LSTA Professional Learning Grant

WVLS to Award PLA Conference Scholarships. WVLS is awarding scholarships to area library staff to attend the national 2024 Public Library Conference, held in Columbus, Ohio, from April 3-5, 2024. Valued at \$2,400, this scholarship may be used to cover some/all expenses for:

- Early Bird/Advanced Conference Registration
- One Author Lunch
- Roundtrip Economy Class Air Transportation
- 4 nights of conference lodging (including transportation from airport)
- Airport parking and mileage to/from airport

The scholarship application deadline is Friday, December 1. For more information and an application form, [visit the WVLS Scholarships and Grants webpage](#).

2023/2024 LSTA Improved Discovery Solutions Grants

LSTA [Joint Cooperative Cataloging Grant](#). The primary goal of this project is to build upon the foundational work completed during the 2022/2023 grant project. As a participant in this project, **Rachel Metzler** attended the first meeting of the Statewide Bibliographic Standards group. This group's goal is to set up standards for the entire state to follow regarding Bibliographic records.

LSTA [Joint ILS Consortium Exploration Grant](#). The primary goal of this project is to build upon the foundational work completed during the [2022/2023 Grant Project](#) and to facilitate next steps toward a

merged ILS. Information about the Northern Wisconsin ILS Consortium Exploration (NICE) project is shared in today's meeting packet as **Exhibit 15** and on the [NICE Website](#).

2021-2023 Emergency Connectivity Fund (ECF)

LEAN WI partners were awarded an aggregate of **\$309,832.45** across three applications for continuity of existing mobile hotspot data services through 2023 and for additional devices and funding of services through 2023. Two services expansion awards for additional devices and service plans remain unutilized due to lack of expressed need for additional devices across the partnership. Those awards cannot be used to further extend services on existing hotspots which are already covered by a third "continuity" award for the 12 months of calendar year 2023. Approximately \$94,000 in ECF support will have been consumed by the end of December 2023 from the original and extension awards.

2023-2024 LSTA Sparsity Aid Grant

(Additional Notes on) Continuity of Mobile Hotspots Services Through 2024. LEAN WI Partners are finalizing services renewal negotiations with mobile hotspots services vendor and a corresponding minimum level of continuity support utilizing 2023-2024 LSTA funding. We anticipate being able to support continuity of services for two devices per location within existing utilization. There may be some room to support new utilization during 2024 by libraries not currently lending mobile hotspots, but any such expansion would be limited and first-come-first-serve. Libraries utilizing the minimum level continuity of service will have the option to expand service levels or device capacity during 2024 at their own expense.

Microsoft Licensing Renewals and Expansions. The bulk of the joint pool of LSTA (approximately \$70,000) for the 2023-2024 season is currently designated to Microsoft licensing renewals and additional services in 2024 in the 2024 LEANWI budget. The 2024 LEANWI budget (maintained under the WVLS full system budget) is the first to directly incorporate the entirety of an LSTA season's combined allocations, which is expected to streamline budget management and projects funding reconciliation and increase overall transparency of funding sources and expenditures within the scope of LEANWI operations.

LEGISLATIVE UPDATE

Save the Date for Library Legislative Day 2024! (Exhibit 14a)

The Wisconsin Library Association's [2024 Library Legislative Day](#) will be headquartered at the Best Western Premier Park Hotel on Capitol Square in Madison on February 6. This is the same hotel where the WVLS delegation stayed last year. Given that last year's attendance seriously stretched the Madison Public Library meeting space capacity, it has been decided to move the morning briefing to the Park Hotel. It is anticipated that the registration cost per person will be raised due to the change in venue. Registration is expected to open on December 4 and close on January 12. Stay tuned for more information regarding speakers, room rates, reservations and registration as details are finalized. Bus

transportation from Wausau to Madison, as well as WVLS scholarships will be available for library staff and trustees to attend LLD 2024.

V-CAT and ILS ADMINISTRATION PROJECTS

Key Projects

Fine Free Lending Expansion. WVLS made changes to provide fine free lending at the Minocqua and Antigo libraries. With these changes, Minocqua and Antigo joined the following libraries that have system-generated fine free lending:

- Antigo – all locations/items/patrons
- Crandon - juvenile items only
- Dorchester - all items/patrons
- Loyal - all items/patrons
- Laona – all items for juvenile patrons, teachers, staff
- Medford – juvenile items/all patrons
- Merrill – most items (fines for some equipment)/all patron
- Minocqua – all items/patrons
- Rhinelander – most items (fines for some equipment/kits)/all patrons
- Stetsonville – juvenile books not high demand
- Wabeno – all items/patrons

Other libraries that have system-generated fine free lending: Gilman – most items for teacher patrons for most items; MCPL – most items for homebound patrons; and Owen – most items for staff.

Council and Committee Meeting Highlights

V-Cat Council. During its meeting on November 2, the V-Cat Council passed the following: Financial Reports for August and September; Library Card Application and Patron Record Guidelines; an updated V-Cat Volume Field Recommendation to include language that more clearly describe what materials are included/excluded in records; and an Updated Multi-Item Sets Recommendation to include language that more clearly describes what materials are included/excluded in records.

There was a brief discussion on the ILS Evaluation and Review Committee’s final report and recommendation that was shared with the Council in September. The Council did not act on the recommendation.

The Northern Wisconsin ILS Consortium Exploration (NICE) Report was discussed. Council members were updated on the formation of targeted workgroups and decision-making processes for this project. (The NICE Report is shared as **Exhibit 15** in the meeting packet.)

V-Cat Bibliographic and Interface Committee. During its October 3 meeting, the committee continued its investigation of SkyRiver as an alternative to OCLC, the product currently used by V-Cat. The committee will also consider possible adjustments to the current OCLC contract that expires in June

2024. During its meeting in December, the committee will prepare a recommendation to take to the V-Cat Council in February 2024.

The **V-Cat Cooperative Circulation Committee**. During its October 13 meeting, the committee reviewed and updated a standardized library card application and draft Patron Record Guidelines. Following the review and editing process, the committee voted to present the documents for approval at the November V-Cat Council meeting.

The committee received 21 responses to a survey sent to V-Cat Council members about practices for extended checkout periods and limits for materials. The committee will discuss the information gathered from the survey at its December meeting.

MARKETING PROJECTS

Website Services Projects

Erica Brewster continues twice-monthly “office hour” website trainings in addition to the two monthly “Website 201: [Just] Beyond the Basics” for those who have done the first-time training but aren’t yet ready to tackle the more advanced topics presented in the regular office hours. Times will be adjusted in December based on survey feedback for best staff availability.

Additional training and reference materials are regularly added to <https://training.librarieswin.org/>.

A new **Website Accessibility Learning Group** has been established with eight website managers to begin the long process of understanding adaptive website design. The goal of this group is to eventually create guidelines and best practices for both initial website design and for routine updates that are fully accessible to screen readers and other assistive devices for those with low/no vision and other needs who use our library websites. This group will meet monthly as a learning group until a specific project or resource is identified or can be developed.

Interviews for the shared technology support consultant position will occur in November; the role of this position will be to provide additional website support and development to Libraries Win members (libraries across WVLS, IFLS Library System and Northern Waters Library Service).

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. Following are headlines from recently published newsletters:

- [September 2023](#) - “WLA Conference Scholarships Available,” “Public Library First Amendment Audits,” “Minocqua Holds Swiftie Night at the Library,” “MCPL Makes a Splash,” “Withee Receives AED,” “Schedule Tally Week in October.”

- [October 2023](#) - “Upcoming Professional Development,” “Tomahawk Hosts Special Visitors,” “Metzler Shares Training and Resources,” “Central Wisconsin Book Festival Celebrates 7th Year,” “Aspen Discovery Update,” “Antigo Continues Focus on Arts,” “Colby Donates Kits to Patients.”
- [November 2023](#) - “Scholarships Available for PLA Conference,” “Registration Open for WVLS Youth Services Workshop,” “12 Things to Know About: Eileen Grunseth,” “Guest Feature: Eau Claire Hosts “Card Crawl,” “MCPL Holds Two Sentence Horror Story Contest,” “Save the Date for Wild Wisconsin,” “Updates to Libby.”

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

TECHNOLOGY PROJECTS OVERVIEW

LEAN WI Core Infrastructure

Engineering Lead, **Kris Schwartz**, has been affecting updates and network switching hardware migrations for the datacenter in preparation for the deprecation of two aging core switches. These particular switches predated the establishment of the LEAN WI partnership and in fact were due for lifecycle replacement over six years ago. Their longevity isn’t necessarily remarkable as that class of switch is generally expected to outlive normal support lifecycles by two to three times, but it is noteworthy that they are the last active components making up the original blended IFLS and WVLS WANs.

The TEACH division of the Wisconsin Department of Administration (DOA) has a new contract for statewide networking. The current network and services, labeled “BadgerNet Service,” is being replaced by a new network, labeled “TEACH Network Service.” AT&T will continue to be the Managed Service Provider (MSP) for the state networking fabric and is currently in the process of migrating service connections for schools and libraries across the state. A handful of IFLS and NWLS libraries have been migrated, though AT&T has run into issues with the migration of the IFLS head-end and thus far all WVLS services. We are still waiting to learn more about the migration scheduling for all WVLS and several IFLS and NWLS sites, anticipating a highly compressed flurry of scheduling activity during December and January. The end of the current “BadgerNet” contract is January 31, 2024.

LEAN WI Service Explorations

LEAN WI partners have begun a relationship with a new Microsoft Licensing vendor and are working with its team of licensing experts to better understand program renewal and new procurement options. Current licensing maintenance is active through June 2024. The partnership is still piloting Snipe-IT, an asset management software which will help all three partners update asset tracking methods and practices in a unified manner. WVLS is working with LEANWI partners to review technology asset inventory methods to better track and work with libraries for regular replacement of computers and end-user equipment. The partnership is maintaining active participation across several channels of data utilization and data “dashboard” conversations, working groups, and committees as we continue to enhance our own current data history service, statistics dashboards, and automated reports tooling.

WVLS Internal Projects, Library Projects, and Core Services Support

Tech inventory site visits to the final three libraries (Three Lakes, Withee, and Dorchester) will be completed by November 13. The Laona, Wabeno, and Crandon libraries will need follow-up visits to assess information not gathered during the first visit. Five-year computer replacement plans were submitted to 17 of 23 libraries with TB Scott Library (Merrill) and MCPL not included. Computer replacement plans for the remaining six libraries will be completed by the end of November.

Shared network drives were created for 20 libraries that didn't previously have them; training on use has been provided for five libraries and the rollout to the remaining 15 libraries is ongoing. These drives allow staff to save items onto a network server – essentially LEANWI-owned “cloud” storage – to be accessed from any staff computer using the proper login credentials. This may be used to efficiently share access to documents that are used/edited by multiple staff and to serve as a protected backup service at no charge to libraries.

Ongoing projects include:

- review internet/service outage response plan and documentation (including reviewing new communications tools options);
- Pharos timing software server update/migration (Antigo, Abbotsford, Rib Lake, Westboro);
- DeepFreeze console migration;
- Princh managed printing and hotspot circulation documentation; and
- SharePoint and general Microsoft products administration training.

PUBLIC LIBRARY CONSULTANT SERVICES

Public Library Services

Collaboration. Kristie Hauer recently met with **Hannah Good Zima**, Outreach Coordinator at Nicolet Federated Library System, and **Kristin Laufenberg**, Consulting and Outreach Librarian at Outagamie Waupaca Library System, to overlay main duties to examine if any opportunities for collaboration exist. The three will meet again in December to continue this exploration.

Library Visits. Over the last three months, Kristie completed visits with all WVLS member libraries. The goal of these visits was to get acquainted with library staff, see their library spaces, collect feedback, and gather ideas for future projects and initiatives. The information collected will help plan future youth services workshops, youth services information exchange meetups, and support member library staff in such areas as adult services, youth services, workforce development, and inclusive services. In addition to library visits, feedback was also obtained through an online survey and virtual one-on-one meetings.

Library Programming. Assistance was provided to the Clark County libraries on developing a library passport program. The idea of the program is for patrons to visit multiple, or all, libraries in a specific area to experience the various locations, services, and collections. Generally, passport programs include an incentive for completing the program or an entry into a prize drawing. While the program is in

development, there's no timeline for implementing currently. There has also been discussion and interest in offering a passport program system-wide to include all member libraries.

YSIEs. YSIEs (Youth Services Information Exchange), informal gatherings of youth services staff to network with others, tour youth spaces, and gain knowledge and ideas from one another, are being scheduled for 2024. Member library staff prefer a mixture of in-person and virtual meetups. In-person meet-ups will be held at the Granton and Minocqua libraries. Virtually meet-ups are also being scheduled, some of which may be held with youth services staff from IFLS Library System member libraries.

WVLS Website. The Adult Services, Children's Services, and Teen Services pages on the WVLS website have been significantly updated. Outdated information and links were removed, and relevant information was added. The pages were also formatted in a consistent manner making them easier to navigate.

Data Analysis and Reporting

Erica Brewster participated in the kickoff session of the inaugural WILS Data Classroom cohort. The Data Classroom is designed for library and system staff to develop skills in identifying and utilizing library-specific data sources, develop data collection and management methods, and creating data visualizations. Access to WILS's newly developed Data Dashboard is included with the course, so Erica will have the opportunity to test the data for WVLS libraries included in the dashboard as part of the overall coursework and final project.

There are six members of the inaugural group; Erica is the only system representative and the other five are library directors. The five content sessions will cover identifying the library data ecosystem, data collection and identifying new data sources, assessment and evaluation, data analysis, and data visualization with storytelling. Each member needs to identify a research topic and complete a project to present at the closing session.

Erica is also participating in the statewide data dashboard review committee. The goal of this group is to identify options for providing individual libraries, systems, and stakeholders equitable access to useful and timely data and data resources. The kickoff meeting was held in October and the group will meet monthly into early 2024.

Inclusive Services

Inclusive Services Updates were published in October and November and distributed to member libraries in WVLS and Northern Waters Library Service. The [October Update](#) shared resources on IMLS grants to make small and rural libraries accessible as well as an IMLS grant for teen mental health. It also covered the importance of [pronouncing names correctly for children](#), the current controversy over a self-identified Native writer, and showcasing EDI offerings at the WLA Fall Conference. The [November Update](#) showcased several recent professional journal articles that featured topics on equity, diversity,

and inclusion. Resources included were the new [ALA Library Advocacy Action Plan Workbook](#), and the new [PEN America report](#) about book banning and library services in prisons.

State Meetings

WISCAT. A meet and greet and feedback session between **Rachel Metzler** and WISCAT Technical Coordinator **Joy Pohlman** was held on October 9. Joy learned how Interlibrary Loan works at WVLS and Rachel shared suggestions for improvements.

Workforce Development. **Kristie Hauer** attended a planning meeting with South Central Library System Workforce Development Consultant Mark Jochem, and Kris Porter and Lori Nieman from the Department of Workforce Development. Three meet-n-greet sessions are being planned for Spring 2024 and will be held at job centers in Wisconsin Rapids, Marathon County, and Rhinelander. Member library staff who attend will receive a tour of the job center, hear from workforce development partners in the area, view updates to the job center website, and leave with a binder full of resources and contact information specific to the member library's service area.

WPLC. WPLC Board members, System Directors, and committee chairs attended a WPLC Visioning Session on October 16 at Portage County Public Library in Stevens Point. During this meeting, new goals and priorities were discussed including the creation of a strategic plan, mission statement, and vision for WPLC. The group also discussed the possibility of statewide delivery coming over the umbrella of WPLC and sustainable funding for the digital library.

The WPLC Board met on October 23. In addition to approving the new officers, the board approved the creation of a strategic plan, mission, and vision workgroup. The board also approved the 2024 [Digital Library Steering Committee seat apportionment](#) and the [2024 project management agreement](#).

CONTINUING EDUCATION & TRAINING OPPORTUNITIES

NEW Digital Bytes

[Shared Google Sheets](#). In this *Digital Byte*, **Kristie Hauer** walks through the shared Google sheets, a tool to assist member libraries with library programming and selecting performers. Topics reported on in the Shared Google Sheets are "Best Practices," "Summary of Recommended Performers," "Storywalks," and "Adult Services Programming."

[Visual Tips for Presentations](#). In this *Digital Byte*, **Jamie Matczak** talks about tips for creating presentations, including keeping visuals simple, font guidelines, colors and more.

[2022 WVLS Statistics Booklet](#). In this *Digital Byte*, **Erica Brewster** gives an overview of the booklet and talks about how this information can be used for your library.

[Wisconsin Talking Book & Braille Library](#). In this *Digital Byte*, **Kristie Hauer** reviews the services and resources provided by the Wisconsin Talking Book and Braille Library and how public libraries can be a connecting point for patrons that experience temporary or permanent visual or physical limitations.

WVLS Workshop for Youth Services Staff Coming Soon!

The 2023 WVLS Youth Services Workshop will be held on **November 30** at the TB Scott Free Library in Merrill. Offered annually, this workshop brings together area colleagues who serve youth for a day of networking, brainstorming, and training.

This year's workshop will feature presentations on teen programs, summer library program planning for 2024, ACES (adverse childhood experiences), and the Summer Math Program offered by the Wisconsin Mathematics Council. Featured presenters include **Nancy Baacke**, advocate and community educator at HAVEN, Inc and **Cathy Pescinski**, teen librarian at Shawano County Library.

Participants receive continuing education contact hours for attending the workshop. Registration and meal information is available [here](#).

MCPL Staff In-Service Day

Jamie Matczak is working with **Rachel Arndt** from Rachel Arndt Consulting to host a Marathon County Public Library staff in-service on Friday, **December 1** at the Wausau Branch. The event will feature topics on emotional well-being, collaboration, project management and small group work. All MCPL locations will be closed to the public that day.

NEW! WVLS to Offer Public Library Annual Report Support

To prepare public library directors and staff for the 2023 annual report process, WVLS is providing a "Mapping Your Way through the Annual Report" briefing on Thursday, **December 14**.

Section-by-Section Review of the Annual Report, the 9:00 am-noon morning session, will offer in-person as well as remote attendance. This session will detail what information needs to be collected for annual reports, what data WVLS provides libraries to accurately complete annual report questions, and best practices for accurately collecting data and reporting annual report information.

Team Workshop your Annual Report, the 1:00-3:00 pm afternoon session, will be available to those who attend in-person. Begin organizing annual report information. Member libraries will be able to work with the WVLS Annual Report Team and with other public library colleagues to address general annual report questions and concerns and offer guidance on issue-specific matters.

More information, as well as a registration link, is available [here](#).

12th Annual Wild Wisconsin Winter Web Conference

WVLS is working with colleagues from the South Central Library System and IFLS Library System on final details for the 12th annual Wild Wisconsin Winter Web Conference scheduled for **January 24-25, 2024**. The conference will feature 14 sessions and have tracks for Marketing, Management, Internal Communications and Programming. [Registration will open](#) in early December.

INFO TO GO

- On October 23, the City of Merrill named a street sign after former T.B. Scott Library Director **Natalie H. Scribner**. Director of the T.B. Scott Free Library from 1922 until the time of her death in 1948, Scribner quadrupled the library's collection from 25,000 items to 100,000 items and advocated for cost-effective policies, increased technology, and increased access for rural areas. A brief article is shared here: [Merrill honors librarian of 25 years with a street sign](#); News 12; October 18, 2023.
- [Gen Z and Millennials: How They Use Public Libraries and Identify Through Media Use](#). Released by Kathi Inman Berens, Ph.D. and Rachel Noorda, Ph.D. of Portland State University, this report discusses the attitudes and behaviors Gen Z and millennials have regarding libraries.

UPCOMING EVENTS / MEETINGS

- November 6 – WPLC (Wisconsin Public Library Consortium) Data Dashboard Workgroup meeting
- November 7 – Joint WPLC Technology Steering and Operations Committee meeting
- November 9 – WPLC Digital Library Steering Committee meeting
- November 10 – COLAND (Council on Library and Network Development) meeting
- November 14 – Taylor County Broadband Committee meeting
- November 14 – DPI-hosted meeting of System Directors
- November 14 – Wisconsin Early Childhood Collaborating Partners (Northwest) meeting
- November 14 – DNR Parks Pass Q&A
- **November 15 - WVLS/IFLS/NWLS Website 202: [Just] Beyond the Basics Training**
- November 15 – DPI-hosted Library Services Data Workgroup meeting
- November 16 – NICE Funding Formula and Budget Workgroup meeting
- November 17 – WiLS webinar: 36-hour workweek
- November 18 - **WVLS Board of Trustees meeting**
- **November 21 - WVLS/IFLS/NWLS Website Accessibility Training**
- November 21 – DPI-hosted meeting of Inclusive Services Consultants
- November 21 – 2023/2024 LSTA Cooperative Cataloging Project meeting
- November 23 – **WVLS OFFICE CLOSED**
- November 24 – **WVLS OFFICE CLOSED**
- November 27 – WPLC Technology Backup Steering Committee meeting

- November 28 – Library Workforce Connection (LWC) meeting
- **November 30 – WVLS Annual Youth Services Workshop; T.B. Scott Library, Merrill**
- **December 1 – MCPL Staff In-Service.** All locations closed.
- December 4 – WPLC Digital Archives Backup Steering Committee
- **December 5 – WVLS V-Cat Bibliographic Control / Interface Committee meeting**
- December 5 - WPLC Data Dashboard Workgroup meeting
- December 7 – Cooperative Summer Library Program (CSLP) Symposium
- **December 8 – WVLS V-Cat Cooperative Circulation Committee meeting**
- **December 11 - WVLS/IFLS/NWLS Website Office Hour**
- December 13 – DPI-hosted meeting of Continuing Education Consultants
- **December 14 – WVLS Annual Report Workshop; virtual/in-person; WVLS office**
- December 14 – Department of Employee Trust Funds meeting
- December 15 – **WVLS Holiday Gathering.** WVLS office closes at 11:00 a.m.
- December 19 - 2023/2024 LSTA Cooperative Cataloging Project meeting
- **December 19 - WVLS/IFLS/NWLS Website Accessibility Training**
- **December 21 - WVLS/IFLS/NWLS Website 202: [Just] Beyond the Basics Training**
- **December 21 - WVLS/IFLS/NWLS Website Office Hour**
- December 25 – **WVLS OFFICE CLOSED**
- December 26 – **WVLS OFFICE CLOSED**

2024

- January 1 – **WVLS OFFICE CLOSED**
- **January 8 - WVLS/IFLS/NWLS Website Office Hour**
- January 12 - COLAND (Council on Library and Network Development) meeting
- January 12 – WPLC Data Dashboard Workgroup meeting
- January 16 - 2023/2024 LSTA Cooperative Cataloging Project meeting
- **January 16 - WVLS/IFLS/NWLS Website Accessibility Training**
- January 17 – DPI-hosted Library Services Data Workgroup meeting
- **January 24 – 25 – 12th Annual Wild Wisconsin Winter Web Conference**
- **February 1 – WVLS V-Cat Council meeting**
- **February 6 – WLA’s Library Legislative Day; Madison**
- February 18 - **WVLS Board of Trustees meeting**

Thank you for reading!

Marla

Current MCPL Mission and Vision Statements

Marathon County Public Library Building Blocks Adopted by the Library Board 5-21-2007

Business we are in:

- Transforming Lives

Mission

- To enrich lives by promoting lifelong learning, and actively providing the community with access to ideas, information, and opportunities to connect.

Vision

- A democratic and informed society must have free, equal, and open access to information. We empower citizens to improve their lives, their governments, and their communities.

Guiding Principles:

- **Literacy & Lifelong learning for all ages** – We envision a world in which everyone can read, write, evaluate information, and effectively apply technology to lead healthy, productive, and fulfilling lives.
- **Emerging Technologies** – We empower the people of Marathon County with the technology to connect to the world and the future.
- **Form Strong Partnerships** – We provide opportunities to connect through partnerships with individuals, public and nonprofit agencies, community groups, educators and businesses.
- **Equitable Access** – We provide access to a broad array of content, as well as training and assistance, to help people successfully navigate and use information.

Marathon County Public Library Core Values and Behaviors Adopted by the Library Board 5-19-2003

Service:

- Serves the customer first
- Serves with empathy, genuineness, eagerness, energy and enthusiasm
- Listens for, seeks and creates opportunities to serve with excellence and willingness to “go the extra mile”
- Manages oneself to maintain a consistently positive and helpful “service mindset”
- Finds new and creative ways to serve better
- Provides a “personalized touch”
- Willing to be playful and have fun

Respect:

- Accepts, values and honors diversity and everyone’s worthiness
- Values and honors the work and contribution of the library and public service
- Shows acceptance and understanding by being open, courteous and

Current MCPL Mission and Vision Statements

considerate

- Speaks about concerns with the appropriate person; does not engage in conversation that diminishes others
- Generous with recognition and acknowledgment
- Manner, grooming and appearance reflect and communicate respect for and commitment to our work
- Relates as a willing and generous colleague and member of the community

Learning:

- Embraces lifelong learning, development, and continuous improvement
- Relates to everyone as a possible source for learning something
- Continually seeks and participates in self-assessment
- Actively seeks self improvement and development through feedback and coaching opportunities
- Eagerly shares one's own learning and helps to develop the talents, knowledge and skills of others

Ownership:

- Keeps promises, commitments, timelines and deadlines
- Behaves in a trustworthy manner
- Displays initiative and is willing to be held accountable for behavior, quality, efficiency and results
- Chooses to be a part of and constructive voice for the improvement of the team, division, organization and community
- Participates actively and constructively in change efforts
- Supports leadership and management
- Adheres to existing policies, guidelines, procedures and practices; and participates in efforts to improve them
- Communicates freely, openly, honestly and accurately; seeks and gives information
- Listens for, seeks, gives, receives and responds to feedback and opportunities to make things better
- Contributes helpful energy and creative ideas
- Uses resources in a thrifty, cost-effective and creative manner to maximize their value.

PROMISES WE KEEP TO OUR CUSTOMERS:

1. Make exploration and discovery enjoyable and manageable.
2. Make every contact an inviting visit to discover more.
3. Be approachable, respectful, friendly, neighborly and efficient guides for helping you find and get what you need.

Mission statement checklist

Is/does your statement

- Clearly indicate the scope and direction of the library's activities
- Address the organization's fundamental reason for existing
- Broad enough to allow flexibility in its implementation but not so broad that there is a lack of focus
- Provide a template for decision-making by library staff and board
- Clear and understandable to all
- Compelling and memorable

Mission Statement Drafts

To enrich lives by providing the community access to ideas, information, and opportunities to connect.

To enrich lives by providing access to information, inspiration, and opportunities to connect.

To enrich quality of life by providing the community access to ideas, experiences, information, and opportunities.

Enhance the individual and the community through facilitating access to curated information sources while providing support.

To improve the quality of life and connection in the community through programs and resources that provide inspiration, information, and entertainment for all.

To enhance community connections and enrich the quality of life through programs and resources that inform, inspire, and entertain.

MCPL Mission & Vision Statement Drafts

from WiLS Consultants based on staff SOAR session

Vision statement checklist

Is/does your statement

- Set a standard of excellence
- Clarify direction and purpose and align with the mission statement
- Inspire enthusiasm and commitment
- Bridge the present and future
- Clear and easy to understand
- Ambitious (not limited by current circumstances or what is perceived to be possible)

Vision Statement Drafts

We connect people to the world

Connecting people to the world

Connecting you to the world

Our community connected to the world

Transforming Lives

Growing with the community

Growing with our community

We support individuals as they work to enhance their lives through information and opportunities

We are a welcoming center of lifelong learning to support an informed and evolving community

Transforming lives through empowerment and inspiration

Find your purpose in life and your place in the world

Help our communities reach their highest potential