



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

A meeting of the Marathon County Public Library Board of Trustees,
Monday, May 20, 2024, at 12:00 noon

NOTE CHANGE OF LOCATION:

**Marathon County Public Library – Marathon City Branch
515 Washington Street
Marathon City, WI 54448**

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/938266957> or number **1 877 309 2073**. Access Code for dialing in 938-266-957.**

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 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) Library Service Highlight: 2024 Summer Library Program – For Discussion and Informational Purposes Only**
8. **(10 minutes) Marathon City Overview and Tour – For Discussion and Informational Purposes Only**
9. **Announcements**
10. **Request for Future Agenda Items**
11. **Next Meeting Dates**
 - Monday 06/17/2024
 - Monday 07/15/2024
 - Monday 08/19/2024 – Hatley Branch Library
 - Monday 09/16/2024

12. Adjournment

Signed: 
Library Director or Designee

*All times are approximate and subject to change

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

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: May 15, 2024

EMAILED TIME: 8:35 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, April 15, 2024.

Present: Reid Rayome, Gary Gisselman, LeeAnn Podruch, Andrea Sheridan (remote), Leah Giordano

Absent: Kari Sweeney, Nathan Turajski

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, David Hahn, Stephanie Martell, Gerry Klein, Laura Damon-Moore and Melissa McLimans. Remote visitors: none

The meeting was called to order at 12:00pm by Reid Rayome.
Reid Rayome acknowledged visitors at the meeting.

CCITC Space Request- Gerry Klein, City County IT Commission (CCITC), shared the proposed plan to move WCAN fiber lines into the library and out of the HVAC construction area. CCITC is also requesting use of part of the library's server room for CCITC server equipment.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE REQUEST BY CCITC. MOTION CARRIED.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE MARCH 18, 2024, MEETING. MOTION CARRIED.

A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY GARY GISSELMAN TO APPROVE THE MARCH 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.

Public Comments –None

President – None

Other Board Members – None

Director's Report – Presented in the Board packet and by Director Leah Giordano. The library is currently experiencing large delays in the delivery service from Waltco. WVLS is working on potential solutions including possibly sorting materials themselves.

Board Committees – None

Friends of the Library – None

MCPL Foundation – None

Wisconsin Valley Library Service – None

Library Policy Update- 10.10: Checkout Policies, Fines and Fees Policy – Presented in the board packet.

A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY GARY GISSELMAN TO APPROVE THE LIBRARY POLICY UPDATE 10.10 AS PRESENTED. MOTION CARRIED.

2023 Annual Report Update for DPI- Revisions were made to the annual report due to County Finance backdating of payroll expenses after the initial report.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE UPDATED ANNUAL REPORT FOR DPI. MOTION CARRIED.

Strategic Plan Presentation –

- Dream Big with Marathon County Public Library was presented by Laura Damon-Moore and Melissa McLimans, Wisconsin Library Service (WiLS) consultants.
- Information was gathered from the steering committee, county stakeholders, community members and library staff.
- Four goals were created for the 2024-2029 Strategic Plan:
 - Increase Awareness
 - Serve as a Community Hub
 - Enhance User Experience
 - Support Our Staff
- The final step will be creating an activation and assessment plan.

Announcements – None

Request for Future Agenda Items – An update of Workday functionality was requested in fall.

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO ADJOURN AT 1:20 P.M. MOTION CARRIED.



Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for May 20, 2024.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, March 18, 2024.

Present: Kari Sweeney, Gary Gisselman, LeeAnn Podruch, Reid Rayome, Nathan Turajski, Leah Giordano

Absent: Becky Buch, Andrea Sheridan

Others: Alexander Johnson, Katelyn Sabelko, and Stephanie Martell. Remote visitors: none

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

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE FEBRUARY 19, 2024, MEETING. MOTION CARRIED.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY REID RAYOME TO APPROVE THE FEBRUARY 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.

Public Comments –None

President – None

Other Board Members – None

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

- The Director has continued looking into enhancing security measures at the library. NTC is currently unable to provide security guards from their program, but offered to do a security assessment for the library. Northcentral Healthcare has created a security team and there may be a way for the library to create a similar team. Other available options are reserve deputies or contracted security guards.
- Director Giordano is working on refining the strategic plan created by the consultant and the steering committee. It will be presented to the Board in April.

Board Committees – None

Friends of the Library – The Friends will have their next board meeting on Monday, March 25th. They have chosen a winner for the T-shirt design contest and will sell shirts with the new design.

MCPL Foundation – The Foundation met on March 14th.

Wisconsin Valley Library Service – The WVLS Board met on March 16th.

Library Policy Update- 10.12: Laptop/Tablet Checkout Policy and Patron Agreement – Presented in the board packet.

A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY KARI SWEENEY TO APPROVE THE LIBRARY POLICY UPDATE 10.12 AS PRESENTED. MOTION CARRIED.

2023 to 2024 Library Fund Transfer and Friends and Foundation Donations Transfer

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY GARY GISSELMAN TO APPROVE THE LIBRARY FUND TRANSFER AND THE FRIENDS AND FOUNDATION DONATIONS TRANSFER AS PRESENTED. MOTION CARRIED.

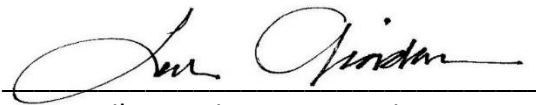
Library Service Highlight: Support Services – Presented by Library Service Team Lead Chris Luebbe.

- The Support Services team is the first and last stop for library materials at the library. New books arrive in this area and materials for removal are processed here.
- When new items arrive, staff receive them, enter payment in the ILS system, catalog them for patron use and process them for circulation.
- Other tasks performed by this team include operating the drive-up window, tracking orders, sorting materials coming from other libraries, mending materials, and helping at the circulation desk.

Announcements – None

Request for Future Agenda Items – None

A MOTION WAS MADE BY REID RAYOME; SECONDED BY NATHAN TURAJSKI TO ADJOURN AT 12:45 P.M. MOTION CARRIED.



Library Director or Designee

Marathon County Public Library Bills for Approval April, 2024*

Library		
52131 Financial, Banking and Investment Services	Unique Management Services Inc	\$ 69.90
	Financial, Banking and Investment Services	\$ 69.90
52140 Technology Services	City-County Information Technology Commission	\$ 6,731.00
	Technology Services	\$ 6,731.00
52250 Telephone, Internet and Cable	Charter Communications	\$ 542.94
	Frontier	\$ 667.82
	Telephone, Internet and Cable	\$ 1,210.76
52560 Other Special Services	Amazon Capital Services	\$ 7.97
	Baker & Taylor Company	\$ 2,501.16
	Rockford Map Publishers Inc.	\$ 11.95
	Other Special Services	\$ 2,521.08
52561 Reimburse County	Everett Roehl Marshfield Public Library	\$ 637.00
	Reimburse County	\$ 637.00
52990 Sundry Contractual Services	Frances L Simek Memorial Library	\$ 11.00
	Sundry Contractual Services	\$ 11.00
53142 Software - IT	Heartland Business Systems	\$ 674.22
	Software - IT	\$ 674.22
53161 Books Library	Amazon Capital Services	\$ 706.19
	Baker & Taylor Company	\$ 13,803.97
	OverDrive Inc	\$ 533.09
	Rockford Map Publishers Inc.	\$ 127.50
	Books Library	\$ 15,170.75
53168 Audio-Visual Materials	Amazon Capital Services	\$ 258.97
	Baker & Taylor Company	\$ 1,182.92
	Blackstone Publishing	\$ 75.80
	Midwest Tape LLC	\$ 188.17
	Playaway Products LLC	\$ 1,691.20
	Audio-Visual Materials	\$ 3,397.06
53190 Office Supplies	Amazon Capital Services	\$ 675.25
	School Outfitters, LLC	\$ 450.53
	Staples	\$ 362.48
	Office Supplies	\$ 1,488.26
53240 Membership Dues	WI Valley Library Service	\$ 89,870.77
	Membership Dues	\$ 89,870.77
53250 Registration Fees/tuition	Wisconsin Library Association, Inc.	\$ 305.00
	Registration Fees/tuition	\$ 305.00
53260 Advertising	Wausau Area Newcomer Service, LLC	\$ 25.00

	Advertising	<u>\$ 25.00</u>
53321 Personal Auto Mileage Staff		\$ 89.15
	Personal Auto Mileage	<u>\$ 89.15</u>
53494 Technology Supplies		
Amazon Capital Services		\$ 149.93
	Technology Supplies	<u>\$ 149.93</u>
53936 Other Supplies		
Amazon Capital Services		\$ 81.76
Demco		\$ 384.23
WI Valley Library Service		\$ 680.04
	Other Supplies	<u>\$ 1,146.03</u>
55320 Building/Offices Rent		
Hatley, Village of		\$ 2,017.88
Marathon City, Village of		\$ 690.26
WI Public Service Corporation		\$ 400.41
	Building/Offices Rent	<u>\$ 3,108.55</u>
Library - Gifts/Donations		
52164 Contractual Services		
Tank Mates LLC		\$ 733.00
	Contractual services	<u>\$ 733.00</u>
52172 Artist and Event Performances Services		
Garland, Max		\$ 200.00
	Artist and Event Performance Services	<u>\$ 200.00</u>
53161 Books Library		
Amazon Capital Services		\$ 48.03
Baker & Taylor Company		\$ 892.20
	Books Library	<u>\$ 940.23</u>
53936 Other Supplies		
Amazon Capital Services		\$ 612.49
Friends of the Marathon County Public Library		\$ 3,944.64
Marathon County Public Library Foundation		\$ 23,801.51
	Other Supplies	<u>\$ 28,358.64</u>
CIP Library		
52990 Sundry Contractual Services		
Diversified Installation Service, Inc.		\$ 440.00
	Sundry Contractual Services	<u>\$ 440.00</u>
53936 Other Supplies		
Library Furniture International, LLC		\$ 6,616.93
	Other Supplies	<u>\$ 6,616.93</u>
58120 Furniture, Fixtures and Equipment		
Witmer Furniture LLC		\$ 1,048.00
	Furniture, Fixtures and Equipment	<u>\$ 1,048.00</u>
Grand Total		<u>\$ 164,942.26</u>

*Current as of 5/13/24 when pulled from Workday (county system)

Marathon County Public Library Budget vs Actual (Library cost center) for April, 2024*

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
Library Cost Center				
Revenues				
46170 Sale of Maps, Poll Lists, Copies	\$ 12,000.00	\$ 1,634.30	\$ 5,028.10	\$ (6,971.90)
46190 Other General Government Fees	\$ 24,000.00	\$ 2,035.00	\$ 9,830.00	\$ (14,170.00)
46197 Employer Share of Insurance **	\$ -	\$ 34,453.16	\$ 34,453.16	\$ 34,453.16
46199 Employee Share of Insurance**	\$ -	\$ 8,787.80	\$ 8,787.80	\$ 8,787.80
47393 Local Department Charges Internal Service Fund **	\$ -	\$ 90.80	\$ 90.80	\$ 90.80
46710 Library Fees	\$ 45,000.00	\$ 2,773.67	\$ 11,081.87	\$ (33,918.13)
48200 Rental of Buildings and Property	\$ 42,153.00	\$ -	\$ 10,538.25	\$ (31,614.75)
48900 Other Miscellaneous Revenues	\$ -	\$ -	\$ 395.21	\$ 395.21
49210 Transfer from the General Fund	\$ 61,494.00	\$ -	\$ -	\$ (61,494.00)
Total Revenues	\$ 184,647.00	\$ 49,774.73	\$ 80,205.19	\$ (104,441.81)

Personnel Expenses				
51111 Salaries and Wages	\$ 2,078,706.00	\$ 148,974.10	\$ 645,398.90	\$ 1,433,307.10
51120 Overtime	\$ 22,935.00	\$ -	\$ -	\$ 22,935.00
51390 Other Special Pay	\$ -	\$ 1,658.12	\$ 6,670.02	\$ (6,670.02)
51580 Unemployment Compensation	\$ 2,102.00	\$ -	\$ -	\$ 2,102.00
51510 Social Security	\$ 160,775.00	\$ 10,813.41	\$ 47,134.74	\$ 113,640.26
51520 Retirement Employers Share	\$ 131,875.00	\$ 9,486.81	\$ 40,814.16	\$ 91,060.84
51541 Dental Insurance	\$ 12,031.00	\$ 720.39	\$ 2,623.72	\$ 9,407.28
51550 Life Insurance	\$ 7,016.00	\$ 38.71	\$ 126.55	\$ 6,889.45
51560 Workers Compensation	\$ 1,261.00	\$ 90.80	\$ 391.29	\$ 869.71

51590 Other Employer Contributions	\$	30,030.00	\$	2,244.00	\$	7,668.10	\$	22,361.90
51593 Health Insurance	\$	508,987.00	\$	33,732.77	\$	121,324.22	\$	387,662.78
Personnel Expenses Total	\$	2,955,718.00	\$	207,759.11	\$	872,151.70	\$	2,083,566.30

Operating Expenses

52130 Accounting and Audit Services	\$	1,300.00	\$	-	\$	-	\$	1,300.00
52131 Financial, Banking and Investment Services	\$	1,200.00	\$	69.90	\$	442.70	\$	757.30
52192 Other Professional Services	\$	6,500.00	\$	-	\$	6,500.00	\$	-
52250 Telephone, Internet and Cable	\$	22,750.00	\$	1,210.76	\$	4,278.95	\$	18,471.05
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	-	\$	6,500.00
52140 Technology Services	\$	16,000.00	\$	6,731.00	\$	18,165.97	\$	(2,165.97)
52560 Other Special Services	\$	34,000.00	\$	2,521.08	\$	10,571.88	\$	23,428.12
52561 Reimburse County	\$	6,400.00	\$	637.00	\$	5,550.00	\$	850.00
52932 Copier Charges	\$	6,500.00	\$	-	\$	793.59	\$	5,706.41
52990 Sundry Contractual Services	\$	15,000.00	\$	11.00	\$	4,242.24	\$	10,757.76
53110 Postage and Courier	\$	1,700.00	\$	-	\$	-	\$	1,700.00
53130 Printing and Forms	\$	5,000.00	\$	-	\$	57.00	\$	4,943.00
53142 Software - IT	\$	6,000.00	\$	674.22	\$	2,328.70	\$	3,671.30
53161 Books Library	\$	274,250.00	\$	15,170.75	\$	60,402.16	\$	213,847.84
53168 Audio-Visual Materials	\$	60,000.00	\$	3,397.06	\$	12,694.93	\$	47,305.07
53169 E-Books Library	\$	34,252.00	\$	-	\$	-	\$	34,252.00
53190 Office Supplies	\$	27,000.00	\$	1,488.26	\$	7,765.33	\$	19,234.67
53220 Subscriptions	\$	18,600.00	\$	-	\$	517.17	\$	18,082.83
53221 Electronic Subscriptions	\$	31,000.00	\$	-	\$	14,038.08	\$	16,961.92
53240 Membership Dues	\$	118,497.00	\$	89,870.77	\$	108,597.21	\$	9,899.79
53250 Registration Fees/tuition	\$	3,500.00	\$	305.00	\$	305.00	\$	3,195.00
53260 Advertising	\$	4,000.00	\$	25.00	\$	2,174.97	\$	1,825.03

53321 Personal Auto Mileage	\$	3,500.00	\$	89.15	\$	377.96	\$	3,122.04
53410 Meeting Expenses	\$	2,700.00	\$	-	\$	-	\$	2,700.00
53494 Technology Supplies	\$	3,000.00	\$	149.93	\$	1,645.85	\$	1,354.15
53936 Other Supplies	\$	10,000.00	\$	1,146.03	\$	3,219.72	\$	6,780.28
55190 Insurance Other Premiums	\$	48,000.00	\$	-	\$	-	\$	48,000.00
55320 Building/Offices Rent	\$	65,000.00	\$	3,108.55	\$	10,595.30	\$	54,404.70
Operating Expenses Total	\$	832,149.00	\$	126,605.46	\$	275,264.71	\$	556,884.29
Total Expenditures	\$	3,787,867.00	\$	334,364.57	\$	1,147,416.41	\$	2,640,450.59
Net Change	\$	(3,603,220.00)	\$	(284,589.84)	\$	(1,067,211.22)	\$	2,536,008.78

*Current as of 5/13/24 when pulled from Workday (county system)

** Payroll revenue- temporary holding position for County Finance

Marathon County Public Library Budget vs Actual (additional cost centers) April, 2024*

	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
Library - Gift/Donation Cost Center				
Total Revenues	\$ 100,000.00	\$ 4,476.00	\$ 38,693.10	\$ (61,306.90)
Total Expenditures	\$ 100,000.00	\$ 30,231.87	\$ 48,077.39	\$ 51,922.61
Library - Gift/Donation Cost Center Net	\$ -	\$ (25,755.87)	\$ (9,384.29)	\$ (9,384.29)
CIP- Library Cost Center				
Total Revenues**	\$ 360,000.00	\$ -	\$ -	\$ (360,000.00)
Total Expenditures	\$ 360,000.00	\$ 8,104.93	\$ 30,154.84	\$ 329,845.16
CIP-Library Net Change	\$ -	\$ (8,104.93)	\$ (30,154.84)	\$ (30,154.84)

*Current as of 5/13/24 when pulled from Workday (county system)

** As of 5/13/24 - incorrect budget number in Workday, Finance is correcting

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of April 2024

Branch	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE	2023 YEAR-to-DATE	2024 YEAR-to-DATE	% CHANGE
ATHENS	1,912	1,913	0.05%	7,380	7,816	5.91%
EDGAR	1,179	1,230	4.33%	5,518	5,088	-7.79%
HATLEY	1,704	2,152	26.29%	6,981	7,649	9.57%
MARATHON	2,368	2,469	4.27%	10,048	9,073	-9.70%
MOSINEE	2,536	2,408	-5.05%	10,069	9,622	-4.44%
ROTHSCHILD	7,359	8,360	13.60%	31,592	30,578	-3.21%
SPENCER	1,100	1,382	25.64%	4,541	4,909	8.10%
STRATFORD	2,063	2,504	21.38%	8,232	8,355	1.49%
WAUSAU	28,229	31,868	12.89%	118,216	125,736	6.36%
WAUSAU DRIVE UP	1,564	1,643	5.05%	7,129	7,182	0.74%
HOMEBOUND	636	516	-18.87%	2,425	2,273	-6.27%
ILL	172	157	-8.72%	780	623	-20.13%
OVERDRIVE	14,881	17,601	18.28%	61,135	73,183	19.71%
GRAND TOTAL	65,703	74,203	12.94%	274,046	292,087	6.58%

*MCPL Athens branch was closed November 6-11, 2023 to move into new location

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

April 2024

	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	101	0	0	0	0	390	0	491	7,816	6.28%	
EDGAR	1	0	0	0	0	0	0	1	5,088	0.02%	
HATLEY	13	0	0	0	0	0	0	13	7,649	0.17%	
MARATHON	19	0	22	0	0	1	0	42	9,073	0.46%	
MOSINEE	0	0	0	0	0	0	0	0	9,622	0.00%	
ROTHSCHILD	31	0	19	0	0	1	0	51	30,578	0.17%	
SPENCER	398	0	0	0	0	0	6	404	4,909	8.23%	
STRATFORD	0	0	0	0	0	0	0	0	8,355	0.00%	
WAUSAU	63	0	633	0	0	41	5	742	125,736	0.59%	
WAUSAU DRIVE UP	8	0	5	0	0	0	0	13	7,182	0.18%	
MISC*									76,079		
TOTAL MCPL	634	0	679	0	0	433	11	1,757	292,087	0.60%	
% of CIRC by COUNTY	0.22%	0.00%	0.23%	0.00%	0.00%	0.15%	0.00%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of April 2024

	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	58,801	53,008	-9.85%
RESIDENT CHILD	8,199	8,692	6.01%
HOMEBOUND	104	97	-6.73%
STAFF	68	63	-7.35%
TEMPORARY	456	475	4.17%
TOTAL FOR MARATHON COUNTY	67,628	62,335	-7.83%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,835	2,641	-6.84%
CHILD	223	229	2.69%
TEMPORARY	26	23	-11.54%
TOTAL FOR NON-COUNTY ON SITE BORROWERS	3,084	2,893	-6.19%
INTERLIBRARY LOAN			
ILL	410	415	1.22%
GRAND TOTAL	71,122	65,643	-7.70%



Marathon County Public Library Director Report May 2024

Highlights

Outreach to Retired Educators

In anticipation of National Teacher Appreciation Week in early May, we presented at a meeting of the Retired Educators of Central Wisconsin. At their spring meeting in Mosinee, Chad shared how patrons can access library materials and resources. Some of the resources highlighted included Ancestry, Consumer Reports, and Libby. Chad also highlighted the different ways the library can be used, including attending programs, asking for technology assistance, and by signing up for our Homebound service. Approximately 20 people attended the meeting (most in person, some virtually), and the group was very engaged. We appreciate our teachers, both current and retired!

-Chad D, Library Specialist



Library Services

April was a month full of activity for the Library Services Team. The total solar eclipse occurred on Monday, April 8, which was a highlight for all ages. Leading up to the solar event, MCPL gave out 2,000 eclipse glasses to our patrons free of charge. Other programming highlights in April included "Computer Basics" and Ancestry classes offered by our Adult Services Librarian at our branch locations, a popular "Stamp and Sticker Party" for children and families, and the National Poetry Month Reading featuring Max Garland (held at Whitewater Music Hall). Tara and Chad

attended the Public Library Association conference in Columbus, Ohio on April 2-5; they brought back many ideas that we are excited to implement at the library. The Library Services team is also thrilled to share that our new Youth Collection Development Librarian, Murray J., began his career at MCPL on April 29.

-Katelyn S, Library Services Manager

Branches

Eclipse Week was a huge success at all locations! We handed out many pairs of eclipse viewing glasses! Most locations were out of glasses by Thursday. Staff at many locations also hosted an eclipse themed scavenger hunt, supplied materials and instructions for eclipse chalk art, and helped patrons create a cereal box eclipse viewer.

Our Stratford branch was very busy with children’s programs. Staff borrowed a WVLS/IFLS Drums & Sticks Kit and had a great time using the drums and rhythm sticks to go along with books and songs in our story times. They also collaborated with the Stratford Area School District art teachers to feature endangered species papier-mâché projects, along with ceramic pieces and 3-D paper art created by senior high students. Additionally, six members of Stratford’s Youth Library Opportunities (YOLO) group had a great time on April 2 making creative journals using a binding machine and personalized buttons using a button maker.



Outreach story times were popular in April! In Mosinee, Sarah led her first of many Mosinee Head Start Outreach Story Times on April 3rd. Children listened to stories and songs all themed around libraries and did several educational activities. On Friday, April 19th, Lisa H. went to Little Lions Preschool in Marathon City to do a special outreach story time. She led a pajama/teddy bear/bedtime themed story time with finger plays, songs, and stories. The preschool class of 35 with 4 teachers were dressed in their “jammies” and brought along special stuffed friends. This was our first outreach at Little Lions, and will definitely not be our last. The kids were really engaged and all had a great time at both locations!

In Spencer, the Spencer High School Hand Bell Choir performed a spring concert at the library on April 25th. This concert showcased 20 talented Spencer High School students who played various bells and methods of ringing. This is the 5th concert they have performed for library patrons, and it was as popular as ever.

In adult programming news, Rothschild hosted “A Conversation about Environmental Health,” presented by employees from the Marathon County Health Department on April 18th. In Spencer, Julie St. Pierre from the Wisconsin Chapter of the Alzheimer’s Association presented a program called, “Tips to Help Ditch Dementia” on April 23rd.

In Athens, the “mantel of the month,” was designed by community member, Doreen S. She contributed a beautiful handmade quilted spring wall hanging to feature above the fireplace. The mantel is changed on a 6 week basis with the assistance of artistic and creative community members.

In Mosinee, exterior building work will start on May 1st and continue throughout the month to restore the brickwork on the outside of the historic building. *-Laura W, Branch Team Lead*

Library Services Statistics & Activities

Team News & Projects

- Notary: 25 appointments
- Proctoring: 0 appointments
- Tech Time: 7 appointments
- MCPL study rooms were booked 98 times in April
- Homebound Services:
 - Items sent out: 342
 - Volunteer deliveries completed: 28
 - New (or recently returned) HB patrons: 4
 - Active HB accts at the start of the month: 81
 - Reading slips, letters, or notes received: 49
- Weeding:
 - Marathon City: Juvenile Easy Readers
 - Mosinee: Juvenile Fiction
 - Rothschild: Young Adult Nonfiction, Young Adult Graphic Novels
 - Wausau: Adult Fiction, Juvenile Picture Books, Juvenile Seasonal
- Outreach:
 - Chad was interviewed about library events/programs by WXCO Radio on April 9 & 30
 - Chad gave a presentation to the Retired Educators of Central Wisconsin group in Mosinee on April 25
 - Jailin shared Homebound information with Interim Healthcare Hospice and sent cards to Homebound patrons with May birthdays
- Ongoing projects:
 - Central Wisconsin Book Festival (Chad)
 - In April, Chad applied for an Arts Grant through the Community Foundation of North Central Wisconsin
 - Obituary index accessibility in Aspen (Jailin)
 - Library history digitization project (Julie)
 - Adding Tonies to Youth collection (Tara)
 - Summer Library Program (Tara, Rose, Robyn, Ben, Chad)
 - Dream Big with MCPL marketing (Chad, Ben)
 - Marketing and social media (Chad)
 - Website, events calendar, and staff intranet development (Ben)
 - Games & gaming in the library (Jordan)
 - Policy & Procedure Edits (Kate, Rose)

Events and Programs

Youth Events

Story Times:

- April 1: Tales for Tots—43
- April 3: Play & Learn Story Time—38
- April 4: Family Story Time—28
- April 8: Tales for Tots—55
- April 10: Play & Learn Story Time—44
- April 11: Family Story Time—26
- April 15: Tales for Tots—30
- April 17: Play & Learn Story Time—46
- April 18: Color Mash Story Time—40
- April 20: Color Mash Story Time—32
- April 22: Tales for Tots—40
- April 24: Play & Learn Story Time—31
- April 25: Family Story Time—25
- April 29: Tales for Tots—40

Other Programs:

- April 1: Tween STEAM Lab—13
- April 1: Young Adult Library Leaders—0
- April 4: LEGO Block Party—30
- April 9: Pokémon Club—43
- April 13: D&D Bootcamp—6
- April 15: Headstart Library Visit—22
- April 16: Blooming Spring Wreath Craft—11
- April 18: LEGO Block Party—12
- April 26: Stamp and Sticker Party—100
- April 27: Stamp and Sticker Party—80
- April 27: Mario Kart Tournament—13
- April 30: Trinity Lutheran Library Visit—15

- **Number of April Youth Services programs – 26**
- **Total attendance for April Youth Services programs – 863**

Adults/All Ages Events

- April 4: Thimble Bouquet Pendent – 6
- April 8: Adaptive Communities Arts & Crafts – 12
- April 8: Solar Eclipse Watch Party – 4
- April 10: Social Hour (2 sessions) – 2
- April 18: National Poetry Month Reading feat. Max Garland (@ Whitewater Music Hall) – 31
- April 23: County Spotlight: Health Officer Laura Scudiere – 2
- April 25: Educators of Central WI Library Resources Presentation – 15
- April 30: Adaptive Communities Arts & Crafts – 15

- **Number of April programs and activities – 9**
- **Total attendance/participation for April programs – 87**

Media Summary

Social Media Statistics:

- Facebook followers: 5,265 (+8)
 - New likes: 7
 - Unfollows: 0
- Twitter: 1,223 (-1)
- Pinterest: 961 (-1)
- Goodreads: 344 (+0), 1,493 reviews (+0)
- Instagram: 1,124 (+0)
- Youtube: 522 (+0)

Hot Happenings in the River District (email newsletter)

- April 17 – National Poetry Month Reading & Open Mic feat. Max Garland

Central WI Radio (WDLB 1450 AM, 98.7 FM)

- April 15 – Marathon County Public Library Locations Still Offering Wi-Fi Hotspot Lending Program - <https://wllbam.com/2024/04/15/5983/>

WSAW Channel 7

- April 1 – Marathon County Public Library to Host Eclipse Party - <https://www.wsaw.com/video/2024/04/01/marathon-county-public-library-host-eclipse-party/>

WXCO 1230 AM, 98.9 FM

- April 9 – Talking eclipse and weather...joined by Chad Dally of the Marathon County Public Library... - <https://civicmedia.us/shows/chad-holmes-show/2024/04/09/talking-eclipse-and-weather-with-brittney-merlot-plus-joined-by-chad-dally-of-the-marathon-county-public-library> (with Chad Dally, Events Coordinator)
- April 30 – Fallout of the Monk Botanical Gardens name change plus Chad Dally of the Marathon County Public Library... - <https://civicmedia.us/shows/chad-holmes-show/2024/04/30/more-fallout-of-the-name-change-of-the-monk-botanical-gardens-plus-chad-dally-of-the-marathon-county-public-library> (with Chad Dally, Events Coordinator)

City Pages

- April 4 – Kids Corner Calendar – Athens, Hatley, Rothschild, Spencer, Stratford: Eclipse Scavenger Hunt; Mosinee, Rothschild: Solar Eclipse Chalk Art; Wausau Tales for Tots; Athens, Hatley, Wauau, Stratford, Marathon City, Rothschild, Edgar: Family Story Time; Rothschild, Wausau, Edgar: LEGO Block Party; Wausau Play & Learn; Mosinee, Rothschild: DIY Cereal Box Eclipse Viewer; Mosinee Pete the Cat Party; Wausau, Edgar, Rothschild, Mosinee: Pokemon Club; Edgar After School Art; Hatley Learn to Knit; Mosinee Teen Advisory Group; Wausau Color Mash Story Time; Athens Board Game Night; Stratford Play & Learn; Mosinee Wind Chimes; Mosinee Sharpie Tie-Dye; Wausau Stamp & Sticker Party; Wausau Teen Mario Kart Tournament;
- Big Guide – Ongoing: Mobile Wi-Fi Hotspots Available at MCPL; Edgar Community Cookbook; Events: WAU Thimble Bouquet Pendant Craft, Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Wausau Social Hour
- April 11 - Big Guide – Ongoing: Mobile Wi-Fi Hotspots Available at MCPL; Edgar Community Cookbook; Big Guide - Events – Stratford Young Adult Book Club, Mosinee Book Club, As the Page Turns Book Club (Spencer), Stratford Book Club, Athens Board Game Night, Wausau Poetry Reading & Open Mic; Lectures – Marathon City Genealogy Basics; Kids/Teens - WAU Tales for Tots, ATH Family Story Time, HAT Family Story Time, WAU Play & Learn, STR Family Story Time, WAU Family Story Time, MAR Family Story Time
- April 18 – Highlights – WAU Poetry Reading & Open Mic; Big Guide – Ongoing: Mobile Wi-Fi Hotspots Available at MCPL; Edgar Community Cookbook; Events – Athens Board Game Night, Wausau Poetry Reading & Open Mic, Rothschild Book Club; Lectures/Workshops – Wausau County Spotlight: Health Officer; Kids/Teens – WAU Tales for Tots, ATH Family Story Time, HAT Family Story Time, WAU Play and Learn, WAU Family Story Time, STR Family Story Time, MAR Family Story Time, WAU Color Mash Story Time, WAU LEGO Block Party, MOS Pokemon Club,

ATH Board Game Night, WAU Color Mash Story Time, STR Play and Learn, MOS Wind Chimes, ED After School Art, MOS Sharpie Tie-Dye, WAU Stamp and Sticker Party, WAU Mario Kart Tournament

- April 25 - Big Guide – Ongoing: Mobile Wi-Fi Hotspots Available at MCPL; Edgar Community Cookbook; Outdoors – Wausau Geology of National Parks; Kids/Teens - Kids/Teens – All Locations Grab and Go Wind Chime, WAU Tales for Tots, ATH Family Story Time, HAT Family Story Time, WAU Play and Learn, WAU Family Story Time, STR Family Story Time, MAR Family Story Time, RO LEGO Block Party, MOS LEGO Block Party, WAU Stamp and Sticker Party, STR Play and Learn, MOS Sharpie Tie-Dye, WAU Stamp and Sticker Party, WAU Young Adult Library Leaders, RO Read to a Therapy Dog, WAU Mario Kart Tournament

Record Review

- April 3 – People – Athens: Athens Book Club, Family Story Time, Eclipse Scavenger Hunt; Edgar: Edgar Book Club, Family Story Time, After School Art, Pokémon Club, LEGO Block Party, Solar Eclipse Chalk Art; Marathon: Marathon Book Club, Family Story Times; Stratford: Young Adult Book Club, Stratford Book Club, Family Story Time, Eclipse Scavenger Hunt
- April 10 – People – Athens: Family Story Time, Board Game Night; Edgar: Family Story Time, After School Art, LEGO Block Party, Pokémon Club; Marathon: Family Story Time; Stratford: Stratford Book Club, Young Adult Book Club, Family Story Tim, Play & Learn: Fishing for Fun
- April 17 – People – Athens: Family Story Time; Edgar: After School Art; Marathon: Family Story Time; Stratford: Family Story Time, Play & Learn: Fishing for Fun
- April 24 – People – Athens: Family Story Time; Edgar: Family Story Time; Stratford: Young Adult Book Club

Wausau Pilot & Review

- April 5 – Marathon County Public Library programs - https://wausaupilotandreview.com/2024/04/05/marathon-county-public-library-programs-52/#google_vignette
- April 12 – Marathon County Public Library programs - https://wausaupilotandreview.com/2024/04/05/marathon-county-public-library-programs-52/#google_vignette
- April 15 – Obituaries: Patricia J. Schoonover - <https://wausaupilotandreview.com/2024/04/15/wausau-area-obituaries-april-15-2024/>
- April 20 – Marathon County Public Library book clubs: May - <https://wausaupilotandreview.com/2024/04/20/marathon-county-public-library-book-clubs-may-5/>
- April 21 – Marathon County Public Library programs: Youths - <https://wausaupilotandreview.com/2024/04/21/marathon-county-public-library-programs-youths-4/>
- April 26 – May story time dates set at Marathon County Public Library - <https://wausaupilotandreview.com/2024/04/26/may-story-time-dates-set-at-marathon-county-public-library-2/>

Wausau Times/Buyers Guide

- April 17 – Marathon County Health Officer to chat with community at MCPL - <https://ebooksmmc.com/2024/04/15/wausau-buyers-guide-04-17-24/>

Materials

Youth

	2024 Annual Budget	Rollover from 2023	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 05/04/2024	% Spent
Juvenile Audiobooks	\$10,000.00	\$0.00	\$10,000.00	\$909.09	\$6,462.53	\$3,537.47	35%

Juvenile CDs	\$300.00	\$30.54	\$330.54	\$30.05	\$300.00	\$30.54	9%
Juvenile DVDs	\$7,500.00	\$99.53	\$7,599.53	\$690.87	\$6,100.59	\$1,498.94	20%
Juvenile Video Games	\$2,350.00	\$0.00	\$2,350.00	\$213.64	\$1,634.20	\$715.80	30%
Young Adult Audio Books	\$1,800.00	\$0.00	\$1,800.00	\$163.64	\$1,162.85	\$637.15	35%
Juvenile e-books	\$2,000.00	\$0.00	\$2,000.00	\$181.82	\$792.52	\$1,207.48	60%
Youth AV Subtotal	\$23,950.00	\$130.07	\$24,080.07	\$2,189.10	\$16,452.69	\$7,627.38	32%
Juvenile Fiction	\$26,000.00	\$10.05	\$26,010.05	\$2,364.55	\$18,985.47	\$7,024.58	27%
Juvenile NonFiction	\$26,000.00	\$53.24	\$26,053.24	\$2,368.48	\$19,805.90	\$6,247.34	24%
Juvenile Picture Books	\$30,000.00	\$0.00	\$30,000.00	\$2,727.27	\$19,534.19	\$10,465.81	35%
Juvenile Spanish	\$1,500.00	\$23.56	\$1,523.56	\$138.51	\$1,204.08	\$319.48	21%
Juvenile Standing Order Print	\$7,500.00	\$0.00	\$7,500.00	\$681.82	\$6,574.05	\$925.95	12%
Young Adult Fiction	\$12,200.00	\$0.00	\$12,200.00	\$1,109.09	\$8,615.86	\$3,584.14	29%
Young Adult Graphic Novels	\$3,700.00	\$30.98	\$3,730.98	\$339.18	\$1,173.34	\$2,557.64	69%
Young Adult NonFiction	\$3,400.00	\$0.00	\$3,400.00	\$309.09	\$2,907.44	\$492.56	14%
Youth Print Subtotal	\$110,300.00	\$117.83	\$110,417.83	\$10,037.98	\$78,800.33	\$31,617.50	29%
Youth Services TOTAL	\$134,250.00	\$247.90	\$134,497.90	\$12,227.08	\$95,253.02	\$39,244.88	29%

Adult

	2024 Annual Budget	Rollover from 2023	Total w/carryover	Monthly Allotment	Free Balance	Spent YTD	% Spent
Adult Audiobooks	\$11,500.00	\$279.58	\$11,779.58	\$1,045.45	\$8,135.60	\$3,643.98	31.69%
Adult Music CD	\$5,000.00	\$102.72	\$5,102.72	\$454.55	\$3,525.27	\$1,577.45	31.55%
Adult DVD	\$17,750.00	\$284.08	\$18,034.08	\$1,613.64	\$10,580.12	\$7,453.96	41.99%
Adult Video Games	\$1,550.00	\$0.00	\$1,550.00	\$140.91	\$1,101.08	\$448.92	28.96%
Adult AV Subtotal	\$35,800.00	\$666.38	\$36,466.38	\$3,254.55	\$23,342.07	\$12,457.93	34.80%
Adult Paperbacks	\$2,500.00	\$6.29	\$2,506.29	\$227.27	\$1,943.95	\$562.34	22.49%
Adult Paperbacks S.O.	\$450.00	\$0.00	\$450.00	N/A	\$450.00	\$0.00	0.00%
Adult Fiction	\$47,000.00	\$139.22	\$47,139.22	\$4,272.73	\$25,259.34	\$21,879.88	46.55%
Adult LT Fiction	\$7,500.00	\$96.97	\$7,596.97	\$681.82	\$4,115.67	\$3,481.30	46.42%
***Adult LT S.O.	\$5,500.00	\$0.00	\$5,500.00	\$500.00	\$4,640.34	\$859.66	15.63%
Adult Non-fiction	\$71,000.00	\$386.22	\$71,386.22	\$6,454.55	\$47,671.49	\$23,714.73	33.40%

Adult Non-fiction S.O.	\$2,000.00	\$0.00	\$2,000.00	N/A	\$1,755.75	\$244.25	12.21%
Adult Biographies	\$11,000.00	\$37.54	\$11,037.54	\$1,000.00	\$6,445.88	\$4,591.66	41.74%
Adult Spanish	\$500.00	\$11.33	\$511.33	\$45.45	\$237.38	\$273.95	54.79%
Adult Hmong	\$750.00	\$0.00	\$750.00	\$68.18	\$542.25	\$207.75	27.70%
Overdrive - ebooks	\$16,000.00	\$0.00	\$16,000.00	\$1,454.55	\$9,845.30	\$6,154.70	38.47%
Adult Print Subtotal	\$164,200.00	\$677.57	\$164,877.57	\$14,927.27	\$102,907.35	\$61,970.22	37.74%
Adult Services TOTAL	\$200,000.00	\$1,343.95	\$201,343.95	\$18,181.82	\$126,249.42	\$74,428.15	37.21%

Support Services Statistics & Activities

Circulation Team

- New library card applications processed by the Circulation Team: 225
- Accounts linked: 49
- Checkout total for Wausau First Floor: 31,868
- Ashley H processed 157 Interlibrary Loan items
- April Passports News:
 - 23 Adult Passport Books
 - 21 Minor Passport Books
 - 3 Adult Passport Cards (2 attached to passport book applications, 1 was solo card applications)
 - 0 Minor Passport Cards

The MCPL Passport team accepted a total of 44 passport applications at \$35.00 each, and 46 photos were taken at \$10.00 each for a total of \$2,000 recorded. We also assisted with 12 renewal applications.

- Ashley H:
 - 4/9 – Attended the NICE Town Hall Meeting
 - 4/22 – Attended two Ryan Dowd webinars
 - Conducted additional ILL work beyond traditional circulations (68 requests received and processed):
 - Renewals: 7 phones call, 3 emails
 - Under \$10 per Amazon.com: 2
 - Feature Films: 2
 - Too new: 2 (informed patron of purchase suggestion instead)
 - Library of Congress items: 1
 - V-Cat items: 5
 - Library of Congress: 1
 - Unable to fulfill: 4
 - Inquiries: 6 phone call, 10 emails.
 - Replies to overdue notices: 3
 - Invoices to other libraries for lost MCPL items: 1
- Olivia B:
 - Painted the triceratops sign and put together an informational display for them.
 - Sent 42 Noted Damaged Letters.

- Six missing pieces letters sent, four 2nd notices sent, two items not returned and billed for.
- Had her last DND event before SLP. It was a player boot camp to go over rules for beginners. Five kids and one parent participated.
- Billed for approximately \$237.14 worth of damaged items.
- Maggie B.
 - Ordered monthly supplies for the team.
 - Continued to assist with the Homebound program.
 - Helped the Page team by emptying bins, sorting carts, and doing transits.
 - Assisted in Support Services by unpacking, tagging books, and entering data into spreadsheets.
 - Completed Missing/Missing in Inventory list for February (working with Erin) and found one item.
- Erin Q:
 - Checked in transits during sorter maintenance.
 - Received training on potential mobile print software (Princh)
 - Completed Missing/Missing in Inventory list for February (working with Maggie) and found one item.
 - Completed many weeding/swap lists throughout the month
- Mai Yia L.
 - Completed the missing in transit list.
 - YA switchovers.
 - Adult fiction and non-fiction switchovers
 - Library application double checks.
 - Withdrawals for adult materials.
- Over the course of the month six patrons were banned for different lengths of time due to policy violations.

Support Services Team

- Janice A will be retiring from MCPL on May 3 after 10 years of service. Kayla K of Support Services will be taking over Janice's Acquisitions duties in addition to the Drive Thru window. We wish Janice all the best in retirement.
- Chris L participated in the NICE Records Standards Workgroup in meetings on 4/2 and 4/22. The group established a list of required fields in Item and Patron records in a shared ILS. The Workgroup's recommendation will be shared with all stakeholders soon.
- Chris L attended the V-Cat Council meeting 4/4 and reported on behalf of the Bib Committee.
- WVLS announced that as of 4/30, WVLS will assume the responsibility of sorting all delivery materials for the V-Cat libraries. This will change Support Services workflows somewhat – rather than pack outgoing items into blue bins, staff will put them onto carts and give them to WVLS for packing. Conversely, Support Services will receive items being returned to MCPL Wausau on carts rather than bins. Handling of direct-to-MCPL Wausau bins from MCPL or V-Cat libraries will not change. The impact of these changes on the speed of patron hold fulfillment remains to be seen.
- Due to the changes in personnel and duties, Support Services team seized the opportunity to re-arrange its workspace for greater efficiency. We are pleased to have more open space and a better view of the Drive Thru window.
- Most Support Services team members participated in the NICE Project Town Hall meeting on 4/9. Participants were able to present their questions or concerns about the NICE project in a live forum.

- Dawn L refreshed her understanding of the KOHA acquisitions model prior to the Town Hall meeting and presented a list of pertinent questions.
- James B completed an inventory of Traveling Tales spare pieces.
- Team Leads met with Leah 4/10.
- James B and Chris L coordinated with Katie Z of WVLS in implementing in Sierra the changes to the Library Checkout Rules approved by the Library Board in April.
- Juvenile Favorites relabeling has resumed.
- James B created a public list for the Library's Tonies collection in the Aspen catalog and coordinated with Ben K on creation of a placard (another Aspen tool). Aspen's lists and placards are a good way to introduce patrons to new resources they didn't know they were looking for!
- Disc cleaning is on hold while the EDR AutoSmart disc cleaning machine is being serviced.
- Kayla K refreshed the list of staff available to test video games in the event a patron reports an issue with one.
- Based on changes to the print subscription industry, Dawn L has been more active in obtaining direct magazine subscriptions and managing newspaper payments.
- Support Services Team Leads met with Alexander 4/23.
- Tonies were put into circulation on 4/30. There were holds on every item, so there are no Tonies on display at the moment.
- Circulation total for Wausau Drive Up: 1,643.

Page Team

- Did routine switch-overs for new Adult collections and Young Adult collections.
- Easter and St. Patrick's Day books were collected and put back into storage throughout the month.
- Began shifting in the juvenile fiction collection. This is part of a big rearrangement plan where the series will be at the end of the collection, the fiction is tightened up a bit, and the graphic novels will have plenty of space to grow into.
- Shifted the Young Adult manga section to make room for the Dewey-numbered and biography graphic novels. Shifted the graphic novels to give them more space with the room gained from shifting manga.
- Ollie attended the NICE Holds Fulfillment Workgroup's second meeting.
- Ollie trained new Collection Development Librarian Murray on Sierra, circulation policies/procedures, and paging.
- Throughout the month of April the Page Team shelved 30,205 items. They handled an additional 3,553 more items for holds or transits to home libraries. The sorter was down for expansion and yearly maintenance on April 30th.

Information Technology

- VPN Installation:
 - Installation of a VPN client has been approved for securing connections to our network from off-site (e.g. external meetings at the courthouse, conferences, etc.). This project is pending scheduling with Harder Technologies for implementation.
- Sorter Upgrade:
 - The new expansion of our book sorter was performed on 4/30. This expansion adds an additional two bins to allow for a finer-grained sort of materials, which will help staff get them back to patrons sooner.
- Mobile Printing Update:
 - We have installed the Princh Controller software on our Print Server for testing. This is the software that will allow us to implement mobile printing from devices that are not

- part of the MCPL network. So far all test scenarios have been successful and have met our requirements.
- Branch locations and hours of operation for this service have been configured.
 - A test tablet has been configured for use as a secure print release station for patrons. Tests have been successful to require a PIN to release print jobs, ensuring that everyone who prints here gets the correct document.
 - Princh is currently configured to only accept payments at the desks. David will be investigating if card and electronic payments can be done through WVLS, much like the late fees in Aspen.
 - Pharos Server:
 - David has met with Josh and Erica from WVLS to begin testing of Pharos for the process of replacing CASSIE.
 - Patron Computer Deployment:
 - Test computers have been set up to utilize the following new software and services
 - Princh Mobile Printing
 - Pharos Time Management
 - Deepfreeze
 - Several projects remain ongoing:
 - Printer replacement:
 - Currently investigating the costs/benefits of leasing printers instead of purchasing them outright. This may allow us to offer better services on a long timescale, and would free staff time for additional projects.
 - Update to fiber at branches:
 - 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: *Village Board has approved installation of an exterior access point for Wi-Fi.*
 - *Mosinee: Installed*
 - Rothschild: Discussion stalled
 - Spencer: *Village Board has approved installation of an exterior access point for Wi-Fi.*
 - *Stratford: Installed*
 - Additional projects are on the horizon:
 - Plan a deployment date for Windows 11. (Will be deployed with new patron computers)
 - Investigate having the branches use IP phones like the ones used in Wausau.

- Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.
- Investigate hosting Teams phones on our own Microsoft tenant.
- Investigate hosting mcpl.us email on our own Microsoft tenant.

Branch Statistics & Activities

Athens Monthly Report

Events and Programs

- Book Club: The April Athens Book Club read the biography *Rosemary: The Hidden Kennedy Daughter* by Kate Clifford Larsen. Book Club met on Tuesday, April 9 at 2:00pm in the library. Eight patrons read the selection and were surprised at how much they learned about the Kennedy family. May Book Club will be held on May 14 at 2:00 featuring *A Flicker in the Dark* by Stacy Willingham.
- Family Story time is held on Mondays at 10:30am. Storytime will continue weekly until May 5, 2024. Athens has averaged 10 children and 3 adults per session during the month of April.
- There were 12 class visits during the month of April.
- 56 children participated in the Eclipse library scavenger the first week of April. The children enjoyed scouring through the books on the shelves to find the answers to 10 questions about planets. All 125 sets of eclipse glasses were distributed to the students and adults who came into the library. Computer monitors were tuned into the eclipse for customers without wi-fi access to enjoy.
- Athens celebrated National library Week with a clothespin guessing game. 54 participated, 263 clothespins were in the jug. Victoria W. won with a guess of 265, John W. came in a close second at 266.
- 62 children and adults created beautiful butterflies from coffee filters, washable markers, chenille sticks and a spray bottle during the month of April.

Circulation Statistics

- April circulation totaled 1,913 items. This is 0.05% increase from April of 2023. In 2024 year-to-date, Athens has circulated 7,816 items. This is a 5.91% increase from 2023.

Library News

- 4/5/24 Kitty rounded with Laura W.
- The Lunar Eclipse Library Scavenger hunt rolled out on April 1 and was a great success. Children asked for more scavenger hunts in the future.
- Shahara has filled in for several shifts at the Edgar and Stratford branches.
- Kitty and Shahara are getting ready to decorate the library for a fun-filled summer reading program, *Adventure begins @ your library*.
- A poster and poetry book display were set out for Poetry month.
- An Athens patron cordially invited Kitty and Shahara to a celebration, as we had assisted this patron with computer and copying assistance throughout the planning process.
- The mantel of the month was designed by community member, Doreen S. She contributed a beautiful handmade, quilted spring wall hanging above the fireplace. The mantel is changed on a 6-week basis with the assistance of artistically, creative community members.

Facilities

- None at this time.

Edgar Monthly Report

Events and Programs

- Book club discussed the book *The Dutch House* by Ann Patchett on the 9th with 7 in attendance.
- Story time was held on the 2nd with 2 people in attendance and on the 16th with 2 in attendance.

- After School Art was held on the 10th with none in attendance and on the 24th with 0 in attendance.
- On the 13th we had our Lego Block Party with 9 in attendance.
- Pokémon Club was held on the 15th with 1 in attendance.
- 1 child turned in their 1,000 sheet for 1,000 books before kindergarten and the star was moved to the corresponding number on our wall display; she was given a book and got a sticker and certificate.
- We had the Eclipse Chalk Art event on the 3rd with 1 in attendance

Circulation Statistics

- The circulation statistics for the month of April were 1,230 checked out. This is a 4.33% increase for the same month last year. A total of 5,088 items have been checked out so far this year. This is a 7.79% decrease from 2023.
- There were 0 curbside pickups for the month.

Library News

- Christina announced her departure; her last day will be May 18th
- Christina's 1 year anniversary is May 1st
- Hannah filled in at Marathon on the 18th
- Shahara covered in Edgar on the 4th and 11th

Facilities Updates

- None at this time.

Hatley Monthly Report

Events and Programs

- Book Club: This month's book club read *The Book of Lost Names* by Kristin Harmel. Discussion was led by Library Branch Coordinator, Peggy K.
- Story Time is held weekly, on Tuesdays, at 10:30 a.m., for a half hour. This includes reading stories and an activity. Library Branch Coordinator, Peggy, and Library Assistant, Robin, alternate leading story times. Attendance at each April session:
 - April 2: Trains, including paper craft - 6 children 2 adults
 - April 9: If You Give a Mouse a Cookie, including paper mouse hat - 7 children 2 adults
 - April 16: Splat the Cat, including coloring page - 4 children 3 adults
 - April 23: Birds, including paper bird in nest activity - 8 children 4 adults
 - April 30: Honesty, including pot of flowers activity - 4 children 1 adult
- Eclipse Chalk Art Paper Activity – Week of April 2 - 6 children
- Eclipse Scavenger Hunt – Week of April 2 - 5 children 4 adults
- Beginner Computer Classes for Adults – Instructor Julie K., of the Wausau Branch - Assisted by Peggy K., Hatley Branch Coordinator. Three sessions:
 - April 10: 3 attendees plus presenter and assistant
 - April 17: 3 attendees plus presenter and assistant
 - April 24: 2 attendees plus presenter and assistant
 - April 30: One-on-One Tech Time, in follow-up to the classes, with Peggy K., Hatley Branch Coordinator - 1 attendee
- Learn to Knit classes:
 - April 15: 3 attendees plus instructor
 - April 22: 1 attendee plus instructor
- One child has completed the 400 book mark, of Reading 1,000 Books Before Kindergarten!
- Upcoming Programs
 - May 14: Book Club – “Readers’ Choice” books will be shared this month.
 - Other programming will take a break in May, for staff to dedicate to preparations, for the 2024 Summer Library Program.

Circulation Statistics

- Hatley circulated 2,152 items for the month of April. This is a 26.29% increase. Year to date is 7,649 items. This is a 9.57% increase from last year.

Library News

- Peggy K. has completed her first full month, as Hatley Branch Coordinator, and appreciates being on the team of the Hatley Branch Library, along with the larger Marathon County Public Library team.
- On April 27, Robin W., Hatley Library Assistant, celebrated her nine-year anniversary, of serving the Hatley Branch Library!

Facilities Updates

- Peggy K. reported a broken branch hanging over our patio. Maintenance was called and the branch was cut down.

Marathon City Monthly Report

Events and Programs

- Book Club: Lisa M. and 10 patrons had a lively, thoughtful discussion of the book *The Thursday Murder Club* by Richard Osman. 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, May 13th with a discussion of the book *The Prize Winner of Defiance, Ohio* by Terry Ryan.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We had 30 caregivers and children join in the fun with themed stories, songs and activities during 4 events in April. The themes we focused on this month were sun/moon/solar eclipse (special event), bunnies/rabbits, farm animals and birds/robins/nests. We will be taking a break from story time during the month of May to focus on outreach and class visits. We will resume weekly story time events for the summer on Thursday, June 6.
- 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 and 2 teachers visits on the second Wednesday of the month. May 8 will be the last visit of the year.
- On April 3, we held a drop-in art activity to help celebrate the upcoming solar eclipse. Five patrons dropped in to create a solar eclipse chalk art piece.
- On Monday April 15 Julie Kinney from the Wausau headquarters led an introductory program called "Genealogy Basics with Ancestry." Two patrons stopped in to learn more about this library resource.
- On Friday, April 19 Lisa H. went to Little Lions Preschool to do a special outreach story time. She led a pajama/teddy bear/bedtime themed story time with finger plays, songs, and stories. The preschool class of 35 with 4 teachers were dressed in their "jammies" and brought along special stuffed friends. This was our first outreach at Little Lions, and will definitely not be our last. The kids were really engaged and all had a great time!
- In May, our monthly book club and St. Mary's 4K visits will be held as usual. We will take a month-long break from story time to focus on class visits. On Wednesday, May 1, we will offer a DIY program where adults and teens can stop in anytime and create a beautiful pressed flower lantern. We will also add a spring session of our popular Plant Swap during the week of May 13-18. Folks can drop in any time that week and leave a plant they'd like to share, leave a gardening tip and/or pick up a new plant.

Circulation Statistics

- Marathon circulated 2,469 items during the month of April, which is a 4.27% increase from this time last year. So far in 2024, Marathon has circulated 9,073 items. This is a 9.70% decrease over last year.

Library News

- We are scheduling class visits from Marathon Elementary to talk about SLP and the library.

- Lisa H. attended the Branch Bonding dinner. It was great to see and catch up with the other branch coordinators and assistants.
- In May, Lisa H. will participate in the bimonthly coordinators' meeting.
- The Library Board meeting will be held at noon on Monday, May 20 here in Marathon City. This is a first and we are very excited to host this meeting.

Facilities Updates

- None at this time.

Mosinee Monthly Report

Events and Programs

- Lego Block Party brought in 4 patrons.
- Eight patrons made homemade DIY Cereal Box Eclipse Viewers and 38 made their own eclipse artwork in honor of the Eclipse on the 8th. We also had 150 eclipse viewer glasses picked up by people from all over the county throughout the first week in April.
- Family Story Time in April was Earth Day themed. Ten patrons heard stories themed around caring for our planet and made a really cute earth flower craft!
- Sarah led her first of many Mosinee Head Start Outreach Story Times on the 3rd! Thirteen children listened to stories and songs all themed around libraries and did several educational activities. Children also got to hear all about our upcoming library programs along with our 1000 Books before Kindergarten program. Several families started showing up to programming throughout the month of April after hearing about them at Head Start, which shows how quickly outreach can benefit the library!
- Sarah led a really fun Pete the Cat Party on the 9th, where 15 patrons had a lot of fun making Pete the Cat headbands, bracelets, and puppets. Kids could also do a plethora of coloring and activity sheets, check out lots of Pete the Cat books, and meet other families!
- Six patrons joined us for April's session of Pokémon Club.
- Nine patrons joined us for Adult Book Club.
- Our Gentle Yoga and Meditation class series brought in 6 patrons.
- Directly after our Yoga Class, Mandy led a wonderful program about Gratitude journaling and the health benefits of this practice, and participants were able to bring home their own free journal to kick start their practice. One patron joined us this month, and Mandy will be leading a special bonus session of this same program next month in order to reach more patrons.
- Katie's fourth session of our new Mosinee Teen Advisory Group brought in 1 teen.
- Sarah held a creative Process Art program on Monday the 22nd in honor of Earth Day: Nature Wind chimes. 4 patrons made really creative wind chimes using natural and recycled materials, and one area Day Care center loved the idea so much, she had the kids in her care do the program as well!
- Katie had a colorful Sharpie Tie-Dye program on the 25th but unfortunately no patrons attended.
- Passive Programs: This month Sarah made two passive programs she was given the ideas for through her Wisconsin Library Association Conference attendance last October. Seventeen patrons shared what element they felt they were using prompts about the typical personality characteristics of earth, wind, fire, and air elements. It led to a lot of really interesting conversations and self-reflections. Seven patrons also worked to solve a homemade giant Tetris game!
- Upcoming Programs: In May, Lego Block Party, Adult Book Club, Pokémon Club, Gentle Yoga and Meditation, and our Teen Advisory Group will continue. Sarah will also have another Head Start Outreach Story Time session and lead 6 class visits for the Mosinee second grade classes.

Circulation Statistics

- Mosinee circulated 2,408 items in April 2024. This is 5.05% decrease. Mosinee has circulated 9,622 items in 2024. This is 4.44% decrease.

Library News

- Displays: in April we had displays in honor of National Humor Month, Astronomy Month, Physical Wellness Month, Garden Month, and Poetry Month. We also had a large octopus holding a plethora of books behind the circulation desk reminding patrons there is no such thing as too many books!
- Staff sent in children's favorites that will be re-labeled, and really appreciate all the hard work Support Services is doing!
- Special thanks to Wanda for covering the branch on the 1st!

Facilities Updates

- We are still waiting to hear on the timeline for our historic window restoration.
- Exterior building work will start on May 1st and continue throughout the month to restore the brickwork on this historic building.

Rothschild Monthly Report

Events and Programs

- Story time is scheduled for every other Tuesday. In April, we had 44 participants at two story times. We will take a break from story time during the month of May to focus on school visits and preparing for summer.
- In April, 10 members of our book club met to discuss *I'm Glad My Mom Died* by Jennette McCurdy. In May, the club will read and discuss *Echo Mountain* by Lauren Wolk.
- Recurring events – at Pokémon Club, 7 people joined us to trade cards, socialize, play the game, and make their own Pokéball sun catcher craft. Our monthly Lego Block Party was attended by 21 people. 14 people joined us to read to Buddy, our therapy dog.
- We had two special events in April. We celebrated the solar eclipse during the first week of April with a scavenger hunt (19 people), chalk art (27 people), and a cereal box eclipse viewer (3 people). We also handed out all of our solar eclipse glasses. They were very popular! We also hosted "A Conversation about Environmental Health," presented by employees from the Marathon County Health Department on April 18th, with 2 people attending.
- In April, we had various book displays around the library including one called "There's a story within each of us waiting to be told" (author biographies paired with their books), and "Short on Time?" (YA short stories).

Circulation Statistics

- In April, Rothschild circulated 8,360 items. This is a 13.6% increase from last year. In 2024, Rothschild circulated 30,578 items. This is a 3.21% decrease from last year.

Library News

- Laura attended the team leads' meeting on 4/10.
- Rothschild staff covered shifts in Hatley and Mosinee.

Facilities Updates

- Per-mar visited the library to perform an alarm test.

Spencer Monthly Report

Events and Programs

- During the week of April 1st through April 6th, Spencer held an "Eclipse Scavenger Hunt" where we had a list of clues to certain books. Each book then had a letter on it, which had to be unscrambled to spell "Blast Off." Parents as well as their children had a fun time searching the library to find the books. Eleven participated.
- To celebrate National Library Week, we had coloring pictures for the children. Many of the colored pages were displayed at the circulation desk. There was a total of 53 who were excited to color the picture of books and have them on display.
- On April 4th, Lue did a story time for the Rookie Rockets Day Care center located in the Spencer Elementary School. Lue read stories to 13 children.

- April 9th was the monthly “Cribbage at the Library.” Ten adults enjoyed the afternoon of cards and laughs.
- On April 10th, one Spencer Kindergarten class was able to attend the library visit. Audrey read two stories and then each child was allowed to check out one item. This month 13 attended.
- April 10th and 11th was the Spencer Pre-Kindergarten class visit. On April 10th, Lue Miller visited the class and read stories. On April 11th, Audrey also read two stories to the class. Each visit had 19 attending for a total of 38.
- Monday, April 15th the Spencer Book Club (aka As The Page Turns) met at 3:00pm and at 5:45pm to discuss the book *The Keeper of Lost Things*. A total of 12 adults attended.
- April 23rd, Julie St. Pierre from the Wisconsin Chapter of the Alzheimer’s Association presented a program called “Tips to Help Ditch Dementia.” Julie talked about how taking care of your heart, also helps with a healthy brain. She explained that keeping your mind healthy by eating healthier, challenging your brain, and being social are all very important in the effort to prevent Alzheimer’s. Many questions were asked, and all 20 adults found this program to be very informative.
- On April 23rd, Lue again went to the Rookie Rocket Day Care Center at the Spencer Elementary School for a story time. Lue read to 13.
- The 3rd grade class from Bethany Mennonite School came to Spencer Library on April 24th for a field trip. Audrey read them two stories, showed them around the library, and then they were allowed to check out books. A total of 8 enjoyed a visit to the library.
- Spencer High School Hand Bell Choir performed a spring concert at the library on April 25th. This concert showcased 20 talented Spencer High School students who played various bells and methods of ringing. This is the 5th concert they have performed for us. The room was filled with beautiful music that 48 people were entertained by.

Circulation Statistics

- Spencer circulated 1,382 items in the month of April. This is an increase of 25.64%. Spencer has circulated 4,909 items in 2024. This is an increase of 8.10%.

Library News

- Audrey and Katelyn held their rounding on April 10th.
- Spencer Library handed out Solar Eclipse Glasses to the public the first week of April. Spencer had visitors from Marshfield, Neillsville, Granton and Colby area to receive a free pair of glasses. All 150 pairs of glasses were given out.
- Audrey wrote library update articles for both the TRG (a Clark County paper) and the Village Voice (a Spencer newsletter) listing upcoming programs for May as well as the library hours.
- New Adult fiction and non-fiction books were moved to the regular 21 days shelves.
- We received a phone call a few days after the Honor Flight flew to Washington D.C. at the end of April. This Marine, who was in Vietnam, called to tell us that he and his friends around him on the plane, received the beautiful cards that were made from the Spencer Branch Library. He wanted to tell us that it brought tears to his eyes. He shared that the cards were meaningful, and that he appreciated both the kind words and the people who took the time to make the cards. Lue and I were both very proud that we made a difference.

Facilities Updates

- None at this time.

Stratford Monthly Report

Events and Programs

- We hosted a total of 62 people during four Family Story Times in April. Some highlights this month: We borrowed a WVLS/IFLS Drums & Sticks Kit and had a great time using the drums and rhythm sticks to go along with books and songs in our Story Times.
- We collaborated with the Stratford Area School District art teachers to feature their students’ artwork at the library periodically. This month, the senior high students displayed endangered species paper-mache projects, along with ceramic pieces and 3-D paper art.

- Six members of our Youth Library Opportunities (YOLO) group had a great time on April 2 making creative journals using a binding machine and personalized buttons using a button maker.
- On April 2 and 16, a total of 19 St. Joe's 1st-4th graders enjoyed a story time and book checkout at our library while visiting with their teacher.
- On April 4 and 19, a total of 18 St. Joes 5th-8th graders visited our library for book checkout.
- Two patrons attended our Young Adult Book Club on April 11 to discuss *The Book Thief* by Marcus Zusak.
- Nine patrons attended our Book Club on April 17 to discuss *Demon Copperhead* by Barbara Kingsolver.
- Twelve people enjoyed a Play & Learn "Fishing for Fun" indoor activity that was held at our branch April 22 by Children's Wisconsin/Marshfield Family Resource Center. The children and parents had a great time playing with all of the interactive fishing games and learning activities.
- On April 22, eight St. Joe's Pre-K/K students enjoyed a story time and book check-out at our branch while visiting with their teacher.
- Two patrons attended an informational program on Medicaid on April 25 presented by Donna Heil, a local health and life insurance agent.

Circulation Statistics

- We circulated 2,064 items in April. This is a 12.54% decrease from last year. So far in 2024, we have circulated 5,851 items. This is a 5.15% decrease from 2023.

Library News

- In April, we featured book displays to go along with the theme of Earth Day and National Decorating Month.
- We weeded Adult Nonfiction and Wisconsin books.
- We inventoried board books.

Facilities Updates

- None at this time.

WISCONSIN VALLEY LIBRARY SERVICE

Board of Trustees Meeting

February 17, 2024

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is March 16, 2024.

President Tom **Bobrofsky** called the meeting to order at 9:34 AM. Roll call was taken by **Wendt** and a quorum was declared present.

Present

Tom Bobrofsky, President
Mike Otten, Treasurer
Sonja Ackerman, member
Jim Backus, member*
Candice Grunseth, member
Louise Olszewski, member
Kay Palmer, member
Judy Peterson, member left meeting 11:45 AM
Petra Pietrzak, member
Kari Sweeney, member left meeting at noon

Others Present

Marla Sepnafski, WVLS Director
Erica Brewster, staff*
Kristie Hauer, WVLS staff*
Susie Hafemeister, WVLS staff
Josh Klingbeil, WVLS staff
Rachel Metzler, WVLS staff
Brenda Walenton, WVLS staff
Kris Adams Wendt, WVLS staff
Katie Zimmerman, WVLS staff

*denotes remote attendance

Excused

Carol Bartlein, member
Jessica Bernett, member
Diane Peterson, member

Vacant

Marathon County representative
Oneida County representative

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

CONSENT AGENDA APPROVAL

Olszewski/Sweeney motion to approve the agenda as presented. All aye. Motion carried.

APPROVAL OF MINUTES (Exhibit 1)

Ackerman/J. Peterson motion to approve minutes from the November 18, 2023 WVLS Board meeting. All aye. Motion carried.

FINANCIAL REPORTS AND CURRENT BILLS (Exhibits 2-7)

Olszewski/ Pietrzak motion to approve the financial reports and current bills as presented. All aye. Motion carried.

2023 WVLS TREASURER’S REPORT (Exhibit 8)

J. Peterson/Ackerman motion to approve the 2023 WVLS Treasurer’s Report as presented. All aye. Motion carried.

REPORT OF 2024 NOMINATING COMMITTEE

Nominating Committee **Sweeney** (Chair), retiring board member Eileen **Grunseth** and Louise **Olszewski** met in 2023 and recommended a slate of 2024 officers returning **Bobrofsky** as President, **Palmer** as Vice-President, and **Otten** as Treasurer, along with at-large Executive Committee members **Olszewski, J. Peterson, D. Peterson** and **Sweeney**.

Ackerman/Pietrzak motion to accept the Nominating Committee report as presented. All aye. Motion carried.

ELECTION OF 2024 OFFICERS AND EXECUTIVE COMMITTEE MEMBERS

Otten/Sweeney motion to cast a unanimous ballot for the nominated officers. All aye. Motion carried.

WVLS CONFLICT OF INTEREST AND DISCLOSURE FORM (Exhibit 9)

Board member conflict of interest and disclosure forms for 2024 were distributed among members attending in person. Copies will be mailed with a postage paid envelope to members absent or attending virtually with the request that they be updated and returned promptly.

SELECTION OF DATES FOR 2024 MEETINGS OF THE BOARD, EXECUTIVE COMMITTEE AND V-CAT STEERING COMMITTEE (Exhibits 10, 10a)

Dates for the remaining 2024 WVLS Board of Trustees meetings: March 16, May 18, August 17, September 21 and November 16. Executive Committee meetings will be scheduled as needed. The V-CAT Steering Committee will meet on March 21.

MEMORANDUM OF UNDERSTANDING ON PARAMETERS AND COSTS OF SHARING LEAN WI TECHNOLOGY SUPPORT CONSULTANT POSITION (Exhibit 11)

Sepnafski presented an updated MOU for the LEAN WI Technology Support Consultant position. **Brendan Tuckey** has been hired to the LEAN WI Support Consultant position and will be for payroll purposes and employment conditions a member of the WVLS staff rather than an IFLS employee as originally planned. The Winding Rivers Library System has been added to the MOU, in addition to but not as a part of the (IFLS, NWLS, WVLS)LEAN WI partnership. The NWLS Director's name has changed from Sherry Machones to Sherry Anderson. Shared costs were revised accordingly.

Sweeney/Palmer motion to approve the updated Memorandum of Understanding on Parameters and Costs of sharing Lean WI Technology Support Consultant Position. All aye. Motion carried.

DISPOSITION OF 2023 UNENCUMBERED BALANCE/2024 BUDGET REVISIONS (Exhibit 12) V-CAT REVISED APPROPRIATIONS PLAN 2024 (Exhibit 13)

Walenton drew the board's attention to details and recommendations enumerated in Exhibits 12 and 13.

Otten/Palmer motion to approve the recommendations for disposition of 2023 unencumbered balance and corresponding 2024 budget revisions as presented. All aye. Motion carried.

V-CAT REVISED APPROPRIATIONS PLAN 2024 (Exhibit 13)

Zimmermann reviewed the revised 2024 V-Cat Appropriations Plan approved by the V-Cat Council on February 1. **Sepnafski** noted that the Board will receive revised documents for both the WVLS 2024 Budget and V-Cat Appropriations Plan at the March meeting.

Olszewski/Ackerman motion to accept the revised 2024 V-Cat Appropriations Plan as presented. All aye. Motion carried.

2023 WVLS ANNUAL REPORT, INCLUDING 2023 WVLS STAFF REPORT (Exhibits 14, 14a, 14b, 14c)

Hafemeister walked the Board through the WVLS Annual Report for their approval prior to its submission to the Department of Public Instruction.

Sweeney/Ackerman motion to accept the 2023 WVLS Annual Report. All aye. Motion carried.

Sepnafski, Brewster, Hauer, Klingbeil, Metzler, and Zimmerman shared highlights from the 50-page 2023 WVLS Staff Report that will accompany the WVLS Annual Report to Madison.

Ackerman/Olszewski motion to accept the 2023 WVLS Staff Report as presented. All aye. Motion carried.

REPORTS:

Resource Library (Exhibit 15): The Marathon County Public Library Resource Library Report includes the agenda and Director's Report for the January 22, 2024 MCPL Board of Trustees meeting, as well as the agenda and minutes from October, November, and December 2023 meetings. **Sweeney** reported that the MCPL Board has initiated a strategic planning process facilitated by WiLS after an RFP process. A strategic planning committee of MCPL Board members, MCPL staff and community members will work with WiLS.

WVLS Director's Report (Exhibits 16, 16a, 16b, 16c, 16d-1, 16d-2): **Sepnafski** introduced and welcomed **Candice Grunseth** to the Board as a new member appointed by the Taylor County Board for a 3-year term beginning January 1, 2024. **Bobrofsky** and **Palmer** have been reappointed to represent Clark County and Marathon County respectively for another 3-year term. It was noted that the Director's report was designed to be a 2023 overview rather than focusing on events since the November 18, 2023 Board meeting. The Board's attention was drawn to the V-Cat Top 10 infographic and WVLS Leadership list enumerating examples of valued participation in various endeavors by WVLS Board and staff members, as well as member library staff.

Wendt reported that 2024 **Wisconsin Library Association Library Legislative Day** was well attended on February 6 with 183 librarians, trustees and other supporters registered from around the state. The morning briefing program held at the Best Western Park Hotel included remarks from Governor Tony Evers, Senator Mary Felzkowski, Representative Tony Kurtz, Assistant State Superintendent Division for Libraries and Technology Dr. Darrell Williams, and WLA Government Relations Advisor Steve Conway. Senator Felzkowski, her staff aide Stamen Ivanov, Representative Kurtz and his staff aide Danielle Zimmerman were given special recognition for their work to secure an additional \$6 million in state aid to public library systems in the 2023-2025 state budget from the Joint Finance Committee.

Attending LLD24 from WVLS member libraries were Antigo Public Library Director **Ada Demlow**, Crandon Public Library **Laurie Renel-Faledas**, Loyal Public Library Director **Teresa Hall** and Trustee **Jim Mildbrand**, Marathon Co. Public Library Director **Leah Giordano**, Minocqua Public Library Director **Peggy O'Connell**, Neillsville Public Library Director **Janay Ziebell**, Rhinelander District Library Director **Virginia Roberts**, Simek Memorial Library (Medford) Director **Maxx Handel**, Tomahawk Public Library Director **Heidi O'Hare**, and T.B. Scott Free Library (Merrill) Director **Laurie Ollhoff**. WVLS was further represented by WVLS staff members **Sepnafski**, **Brewster**, **Walenton** and **Wendt**. The WVLS team visited all 11 legislators whose districts include portions of WVLS counties, sharing some appointments with five colleagues from IFLS, NFLS and NWLS.

Board members **Bobrofsky**, **Olszewski**, **Otten**, **Pietrzak**, and **Sweeney** shared their impressions from attending LLD24, remarking on the excellent conversations and exchange of ideas and information shared with legislators and legislative staff. **Wendt** provided a brief update on library-related legislation and drew the board's attention to Exhibits 16d-1 and 16d-2.

NWLS/WVLS Joint ILS Consortium Exploration (Exhibit 17, 17a, 17b): **Zimmermann** drew the Board's attention to three exhibits, providing updates about the NICE project including next steps. The ILS Vendor Selection Targeted Workgroup has recommended Koha from the vendor Bywater with a caveat that the acquisitions module needs to be fully functional for consortia in time for the anticipated NWLS and WVLS migration in 2025. It was noted that Marathon Co. Public Library is currently unable to support the ILS selection due to staff and operational stability concerns related to the change yet to be addressed. Delivery Targeted Workgroup recommendations were also shared.

COLAND (Exhibit 18): **Otten** and **Klingbeil** shared highlights from the January 12 virtual COLAND meeting that included presentations on intellectual freedom, outreach and engagement. The January meeting agenda and minutes from the November 10, 2023 COLAND meeting were included in Exhibit 18.

V-CAT Council (Exhibit 19): **Zimmerman** summarized highlights from the February 1, 2024 V-Cat Council meeting. The 2024 weighted vote calculations were discussed and approved.

2023 WLA Conference WVLS Scholarship Reports (Exhibit 20): WVLS scholarship recipient reports from the 2023 WLA Conference aggregated in Exhibit 20, included submissions from **Krista Blomberg** (Rib Lake Public Library), **Maxx Handel** (Simek Memorial Library, Medford), **Rita Ludvigsen** (Western Taylor Co. Public Library, Gilman), **Denise Chojnacki** (Rhineland District Library), **Andrea Bennett** and **Maria Pregler** (both TB Scott Free Library, Merrill), and **Alexander Johnson** and **Sarah Moscatello** (both Marathon Co. Public Library).

CONCERNS, COMMENTS AND ANNOUNCEMENTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES: Topics mentioned included author/illustrator Yuyi Morales' exhibit at the Leigh Yawkey Woodson Art Museum, local news coverage of Antigo Public Library events and the new security system at Withee Public Library.

Updated WVLS Information (Exhibits 21, 21a, 21b): Sepnafski presented the 2024 WVLS Fact Sheet, Organizational Chart, and Library Acronyms and Glossary.

REQUEST FOR FUTURE AGENDA ITEMS: Items were not solicited.

Calendar

WVLS Board of Trustees meeting: Saturday, March 16, 2024

V-Cat Steering Committee meeting: Thursday, March 21, 2024

2024 WAPL Conference: Wednesday, May 1 – Friday, May 3, 2024

ADJOURNMENT: Grunseth/Palmer motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:10 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder