



COUNTY OF MARATHON  
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

A meeting of the Marathon County Public Library Board of Trustees,  
Monday, July 15, 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/863110117> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in 863-110-117.

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](mailto:library-administration@mcpl.us))*
6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.
  - A. President
  - B. Other Board Members
  - C. Library Director
  - D. Board Committees
  - E. Friends of the Library
  - F. MCPL Foundation
  - G. Wisconsin Valley Library Service
7. ( 5 minutes) 7.62 Animals in the Library Policy Update – For Discussion and Possible Action
8. (10 minutes) Library Service Highlight: Website Tour – For Discussion and Informational Purposes Only
9. Announcements
10. Request for Future Agenda Items
11. Next Meeting Dates
  - Monday 08/19/2024 – Hatley Branch Library
  - Monday 09/16/2024
  - Monday 10/21/2024
  - Monday 11/18/2024
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](mailto:library-administration@mcpl.us) one business day before the meeting.

EMAILED TO: Wausau Daily Herald, City Pages, and  
EMAILED TO: Other Media Groups  
EMIALED BY: H. Wilde  
EMAILED DATE: July 10, 2024  
EMAILED TIME: 1:45 p.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, June 17, 2024.

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

Absent: Nathan Turajski, Chris Voll

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, David Hahn, 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 MAY 20, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY REID RAYOME TO APPROVE THE MAY 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 testing Princh software which is for mobile printing by patrons. Staff is also working on implementing Pharos software which will be used for patron logon.
- Work on the HVAC project has started in the basement. Construction will include moving a wall in the basement a couple of feet to accommodate new equipment.
- Director Giordano met with Chris Holman, the interim director of facilities and discussed renovating the library bathrooms and replacing the elevator. The facilities department will be evaluating and prioritizing county projects.

Board Committees – None

Friends of the Library – The Friends had sales on May 18<sup>th</sup> and Jun 15<sup>th</sup>.

MCPL Foundation – None

Wisconsin Valley Library Service – The WVLS Board will meet in August.

Library Service Highlight: Branch Services– Presented by Katelyn Sabelko, Library Service Manager.

- Branches give MCPL the opportunity to serve smaller communities in the more rural areas of the county.
- MCPL has eight branches – Athens, Edgar, Hatley, Marathon City, Mosinee, Rothschild, Spencer, and Stratford.
- Branch libraries create a sense of community and staff members get to know patrons well at these locations.
- Branches provide patrons with library materials, WiFi, computer and printer access, reference help, programming and more.
- The branch team includes one branch team lead, seven coordinators, eleven assistants and the library service manager.

Announcements – None

Request for Future Agenda Items – None

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO ADJOURN AT 12:26 P.M. MOTION CARRIED.**

  
Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for July 15, 2024.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, May 20, 2024.

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

Absent: Nathan Turajski

Others: Alexander Johnson, Heather Wilde, David Hahn, Stephanie Martell, Tara Hornbeak, Lisa Haessley Remote visitors: none

The meeting was called to order at 12:01pm by Kari Sweeney.  
Kari Sweeney acknowledged visitors at the meeting.

**A MOTION WAS MADE BY REID RAYOME; SECONDED BY GARY GISSELMAN TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE APRIL 15, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY REID RAYOME TO APPROVE THE APRIL 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 HVAC project was approved last year by County Board and things have started at the library. The project includes an HVAC system on the third floor and a more energy efficient chiller. Director Giordano has met with the contractors and engineers and received a project timeline. The construction will run through the end of the year.
- The director has gotten quotes from three entities to contract a security guard for forty hours a week. The Board was supportive of this endeavor for the wellbeing of staff and patrons.
- The director talked to the new downtown police officers, and they will include walkthroughs at the library.

Board Committees – None

Friends of the Library – The Friends made about \$800 at the member only sale and over \$4000 at their big sale at the beginning of May. There is higher membership in the Friends than in past years.

MCPL Foundation – The Foundation met on May 9th.

Wisconsin Valley Library Service – WVLS met May 18<sup>th</sup> and will meet in August to start discussing the budget.

Library Service Highlight: 2024 Summer Library Program – Presented by Tara Hornbeak, Youth Service Librarian.

- The theme this year is “Adventure begins at your library”.
- Planning for the Summer program is a year-round process with many steps including scheduling performers, planning projects, buying supplies, and creating brochures.
- This year the activities in the book were produced by library staff. When youth complete a BINGO card, they get to choose a book as a prize.
- The library is partnering with the park department to do story times in area parks, Trail Tales, and a pool day with free entrance for those bringing their library card.
- The Master Gardeners are partnering with the library to have a story time and planting project at Wausau and Rothschild.
- Other activities include a summer adventure book, paper kites, sunflower weaving, LEGOs, Read to a Therapy Dog, and Play and Learn.
- Teen programs include Amazing Race, Tie-dye, forensics with 4-H, Neon signs, Dungeons and Dragons, YA movies and a book club.

Marathon city Overview and Tour – Lisa Haessly, Marathon City Branch Coordinator

- Marathon City is a community of about 1500 with 3 large businesses.
- Library staff do story time and library visits with the two area elementary schools.
- Activities include monthly book club, weekly story time, as well as an immigrant history presentation with a Marathon County Historical Society employee.
- The Marathon City branch was built in 2010, is the only branch with a drive thru and has a meeting room for public use.

Announcements – None

Request for Future Agenda Items –A request was made to receive additional information about the library budget so the Trustees can better advocate for the library.

**A MOTION WAS MADE BY CHRIS VOLL; SECONDED BY GARY GISSELMAN TO ADJOURN AT 1:01 P.M. MOTION CARRIED.**

  
Library Director or Designee

# Marathon County Public Library Bills for Approval June, 2024\*

Library		
52131 Financial, Banking and Investment Services		
Unique Management Services Inc	\$	69.90
	<b>\$</b>	<b>69.90</b>
52250 Telephone, Internet and Cable		
Charter Communications	\$	542.94
Frontier	\$	805.16
	<b>\$</b>	<b>1,348.10</b>
52560 Other Special Services		
Baker & Taylor Company	\$	3,527.45
Blackstone Publishing	\$	35.40
	<b>\$</b>	<b>3,562.85</b>
52561 Reimburse County		
Everett Roehl Marshfield Public Library	\$	590.00
	<b>\$</b>	<b>590.00</b>
52990 Sundry Contractual Services		
Rhineland Public Library	\$	34.00
	<b>\$</b>	<b>34.00</b>
53130 Printing and Forms		
Roto Graphic Printing Inc	\$	80.00
	<b>\$</b>	<b>80.00</b>
53161 Books Library		
Amazon Capital Services	\$	1,647.77
Baker & Taylor Company	\$	18,746.02
OverDrive Inc	\$	2,422.01
	<b>\$</b>	<b>22,815.80</b>
53168 Audio-Visual Materials		
Amazon Capital Services	\$	335.47
Baker & Taylor Company	\$	2,201.77
Blackstone Publishing	\$	706.94
Midwest Tape LLC	\$	2,417.76
	<b>\$</b>	<b>5,661.94</b>
53190 Office Supplies		
Amazon Capital Services	\$	729.37
Staples	\$	493.90
	<b>\$</b>	<b>1,223.27</b>
53221 Electronic Subscriptions		
Proquest Information & Learning Company	\$	4,127.50
Tumbleweed Press Inc	\$	2,160.00
	<b>\$</b>	<b>6,287.50</b>
53240 Membership Dues		
WI Library Services Inc	\$	199.00
WI Valley Library Service	\$	9,900.00
Wisconsin Library Association, Inc.	\$	255.00
	<b>\$</b>	<b>10,354.00</b>
53260 Advertising		
Multi Media Channels LLC	\$	873.00
	<b>\$</b>	<b>873.00</b>
53321 Personal Auto Mileage		
Staff	\$	134.47
	<b>\$</b>	<b>134.47</b>

53494 Technology Supplies		
Amazon Capital Services	\$	59.99
		<hr/>
	<b>Technology Supplies</b>	<b>\$ 59.99</b>
53936 Other Supplies		
Amazon Capital Services	\$	12.44
		<hr/>
	<b>Other Supplies</b>	<b>\$ 12.44</b>
55320 Building/Offices Rent		
Edgar, Village of	\$	1,350.37
Marathon City, Village of	\$	648.60
Mosinee, City of	\$	85.05
WI Public Service Corporation	\$	248.93
		<hr/>
	<b>Building/Offices Rent</b>	<b>\$ 2,332.95</b>
<b>Library - Gifts/Donations</b>		
53161 Books Library		
Baker & Taylor Company	\$	215.65
Amazon Capital Services (credit)	\$	(63.30)
		<hr/>
	<b>Books Library</b>	<b>\$ 152.35</b>
53936 Other Supplies		
Amazon Capital Services	\$	258.07
Scholastic, Inc.	\$	479.61
		<hr/>
	<b>Other Supplies</b>	<b>\$ 737.68</b>
<b>CIP Library</b>		
58120 Furniture, Fixtures and Equipment		
Office Enterprises Inc	\$	389.00
		<hr/>
	<b>Furniture, Fixtures and Equipment</b>	<b>\$ 389.00</b>
<b>Grand Total</b>	<b>\$</b>	<b>56,719.24</b>

\*Current as of 7/8/24 when pulled from Workday (county system)

## Marathon County Public Library Budget vs Actual (Library cost center) for June, 2024\*

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library Cost Center</b>				
<b>Revenues</b>				
46170 Sale of Maps, Poll Lists, Copies	\$ 12,000.00	\$ 1,329.91	\$ 7,485.27	\$ (4,514.73)
46190 Other General Government Fees	\$ 24,000.00	\$ 2,425.00	\$ 14,905.00	\$ (9,095.00)
46197 Employer Share of Insurance**	\$ -	\$ -	\$ 34,453.16	\$ 34,453.16
46199 Employee Share of Insurance**	\$ -	\$ 4,215.50	\$ 12,824.90	\$ 12,824.90
47393 Local Department Charges Internal Service Fund**	\$ -	\$ 46.51	\$ 137.85	\$ 137.85
46710 Library Fees	\$ 45,000.00	\$ 13,570.95	\$ 26,972.68	\$ (18,027.32)
48200 Rental of Buildings and Property	\$ 42,153.00	\$ -	\$ 21,076.50	\$ (21,076.50)
48900 Other Miscellaneous Revenues	\$ -	\$ -	\$ 860.09	\$ 860.09
49210 Transfer from the General Fund	\$ 61,494.00	\$ -	\$ -	\$ (61,494.00)
<b>Total Revenues</b>	<b>\$ 184,647.00</b>	<b>\$ 21,587.87</b>	<b>\$ 118,715.45</b>	<b>\$ (65,931.55)</b>

<b>Personnel Expenses</b>				
51111 Salaries and Wages	\$ 2,078,706.00	\$ 152,721.20	\$ 950,741.43	\$ 1,127,964.57
51120 Overtime	\$ 22,935.00	\$ -	\$ -	\$ 22,935.00
51390 Other Special Pay	\$ -	\$ 1,658.12	\$ 9,986.26	\$ (9,986.26)
51580 Unemployment Compensation	\$ 2,102.00	\$ -	\$ -	\$ 2,102.00
51510 Social Security	\$ 160,775.00	\$ 11,134.78	\$ 69,379.45	\$ 91,395.55
51520 Retirement Employers Share	\$ 131,875.00	\$ 9,758.12	\$ 60,249.62	\$ 71,625.38
51541 Dental Insurance	\$ 12,031.00	\$ 691.82	\$ 4,035.93	\$ 7,995.07
51550 Life Insurance	\$ 7,016.00	\$ 42.58	\$ 207.84	\$ 6,808.16
51560 Workers Compensation	\$ 1,261.00	\$ 93.08	\$ 575.71	\$ 685.29



51590 Other Employer Contributions	\$	30,030.00	\$	1,638.00	\$	11,556.04	\$	18,473.96
51593 Health Insurance	\$	508,987.00	\$	33,189.04	\$	188,246.03	\$	320,740.97
<b>Personnel Expenses Total</b>	<b>\$</b>	<b>2,955,718.00</b>	<b>\$</b>	<b>210,926.74</b>	<b>\$</b>	<b>1,294,978.31</b>	<b>\$</b>	<b>1,660,739.69</b>

### Operating Expenses

52130 Accounting and Audit Services	\$	1,300.00	\$	-	\$	-	\$	1,300.00
52131 Financial, Banking and Investment Services	\$	1,200.00	\$	69.90	\$	524.25	\$	675.75
52192 Other Professional Services	\$	6,500.00	\$	-	\$	6,500.00	\$	-
52250 Telephone, Internet and Cable	\$	22,750.00	\$	1,348.10	\$	6,901.57	\$	15,848.43
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	6,731.00	\$	(231.00)
52140 Technology Services	\$	16,000.00	\$	-	\$	11,434.97	\$	4,565.03
52560 Other Special Services	\$	34,000.00	\$	3,562.85	\$	18,185.10	\$	15,814.90
52561 Reimburse County	\$	6,400.00	\$	590.00	\$	6,140.00	\$	260.00
52932 Copier Charges	\$	6,500.00	\$	-	\$	2,155.22	\$	4,344.78
52990 Sundry Contractual Services	\$	15,000.00	\$	34.00	\$	4,502.61	\$	10,497.39
53110 Postage and Courier	\$	1,700.00	\$	-	\$	-	\$	1,700.00
53130 Printing and Forms	\$	5,000.00	\$	80.00	\$	914.00	\$	4,086.00
53142 Software - IT	\$	6,000.00	\$	-	\$	3,128.89	\$	2,871.11
53161 Books Library	\$	274,250.00	\$	22,815.80	\$	110,600.23	\$	163,649.77
53168 Audio-Visual Materials	\$	60,000.00	\$	5,661.94	\$	21,238.63	\$	38,761.37
53169 E-Books Library	\$	34,252.00	\$	-	\$	34,296.24	\$	(44.24)
53190 Office Supplies	\$	27,000.00	\$	1,223.27	\$	9,786.13	\$	17,213.87
53220 Subscriptions	\$	18,600.00	\$	-	\$	817.17	\$	17,782.83
53221 Electronic Subscriptions	\$	31,000.00	\$	6,287.50	\$	20,325.58	\$	10,674.42
53240 Membership Dues	\$	118,497.00	\$	10,354.00	\$	118,951.21	\$	(454.21)
53250 Registration Fees/tuition	\$	3,500.00	\$	-	\$	305.00	\$	3,195.00
53260 Advertising	\$	4,000.00	\$	873.00	\$	3,047.97	\$	952.03

53321 Personal Auto Mileage	\$	3,500.00	\$	134.47	\$	610.89	\$	2,889.11
53410 Meeting Expenses	\$	2,700.00	\$	-	\$	-	\$	2,700.00
53494 Technology Supplies	\$	3,000.00	\$	59.99	\$	1,864.27	\$	1,135.73
53936 Other Supplies	\$	10,000.00	\$	12.44	\$	3,232.16	\$	6,767.84
55190 Insurance Other Premiums	\$	48,000.00	\$	-	\$	-	\$	48,000.00
55320 Building/Offices Rent	\$	65,000.00	\$	2,332.95	\$	13,187.91	\$	51,812.09
<b>Operating Expenses Total</b>	<b>\$</b>	<b>832,149.00</b>	<b>\$</b>	<b>55,440.21</b>	<b>\$</b>	<b>405,381.00</b>	<b>\$</b>	<b>426,768.00</b>
Total Expenditures	\$	3,787,867.00	\$	266,366.95	\$	1,700,359.31	\$	2,087,507.69
Net Change	\$	(3,603,220.00)	\$	(244,779.08)	\$	(1,581,643.86)	\$	2,021,576.14

\*Current as of 7/8/24/24 when pulled from Workday (county system)

\*\* Payroll revenue- temporary holding position for County Finance

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

	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library - Gift/Donation Cost Center</b>				
Total Revenues	\$ 100,000.00	\$ 444.16	\$ 44,337.26	\$ (55,662.74)
Total Expenditures	\$ 100,000.00	\$ 890.03	\$ 53,243.76	\$ 46,756.24
<b>Library - Gift/Donation Cost Center Net</b>	<b>\$ -</b>	<b>\$ (445.87)</b>	<b>\$ (8,906.50)</b>	<b>\$ (8,906.50)</b>
<b>CIP- Library Cost Center</b>				
Total Revenues**	\$ 360,000.00	\$ -	\$ -	\$ (360,000.00)
Total Expenditures	\$ 360,000.00	\$ 389.00	\$ 57,914.20	\$ 302,085.80
<b>CIP-Library Net Change</b>	<b>\$ -</b>	<b>\$ (389.00)</b>	<b>\$ (57,914.20)</b>	<b>\$ (57,914.20)</b>

\*Current as of 7/8/24 when pulled from Workday (county system)

\*\* As of 7/8/24 - incorrect budget number in Workday, Finance is correcting

## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of June 2024

Branch	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE	2023 YEAR-to-DATE	2024 YEAR-to-DATE	% CHANGE
ATHENS	1,398	1,540	10.16%	10,189	10,807	6.07%
EDGAR	1,394	1,432	2.73%	7,951	7,698	-3.18%
HATLEY	2,315	2,073	-10.45%	10,852	11,636	7.22%
MARATHON	2,621	2,831	8.01%	15,142	13,993	-7.59%
MOSINEE	2,702	2,596	-3.92%	15,076	14,466	-4.05%
ROTHSCHILD	9,248	8,675	-6.20%	48,670	47,124	-3.18%
SPENCER	1,036	1,207	16.51%	6,626	7,204	8.72%
STRATFORD	2,325	2,632	13.20%	12,407	12,813	3.27%
WAUSAU	33,018	35,496	7.50%	179,349	190,434	6.18%
WAUSAU DRIVE UP	1,920	1,683	-12.34%	11,020	10,505	-4.67%
HOMEBOUND	684	547	-20.03%	3,792	3,521	-7.15%
ILL	134	149	11.19%	1,058	933	-11.81%
OVERDRIVE	15,114	17,408	15.18%	91,676	108,230	18.06%
<b>GRAND TOTAL</b>	<b>73,909</b>	<b>78,269</b>	<b>5.90%</b>	<b>413,808</b>	<b>439,364</b>	<b>6.18%</b>

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

## ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

June 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	123	0	0	0	0	529	0	652	10,807	6.03%	
EDGAR	1	0	0	0	0	0	0	1	7,698	0.01%	
HATLEY	13	0	3	0	0	0	0	16	11,636	0.14%	
MARATHON	19	0	31	0	0	1	0	51	13,993	0.36%	
MOSINEE	0	0	9	0	0	0	0	9	14,466	0.06%	
ROTHSCHILD	46	0	19	0	0	1	0	66	47,124	0.14%	
SPENCER	510	0	0	0	0	0	6	516	7,204	7.16%	
STRATFORD	0	0	0	0	0	0	0	0	12,813	0.00%	
WAUSAU	65	0	870	0	0	72	21	1,028	190,434	0.54%	
WAUSAU DRIVE UP	9	0	36	0	0	0	0	45	10,505	0.43%	
MISC*									112,684		
TOTAL MCPL	786	0	968	0	0	603	27	2,384	439,364	0.54%	
% of CIRC											
by COUNTY	0.18%	0.00%	0.22%	0.00%	0.00%	0.14%	0.01%				

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

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of June 2024

	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	59,048	53,396	-9.57%
RESIDENT CHILD	8,502	8,873	4.36%
HOMEBOUND	98	99	1.02%
STAFF	68	63	-7.35%
TEMPORARY	579	476	-17.79%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>68,295</b>	<b>62,907</b>	<b>-7.89%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	2,860	2,660	-6.99%
CHILD	230	236	2.61%
TEMPORARY	28	24	-14.29%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWER</b>	<b>3,118</b>	<b>2,920</b>	<b>-6.35%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	410	416	1.46%
<b>GRAND TOTAL</b>	<b>71,823</b>	<b>66,243</b>	<b>-7.77%</b>

# Marathon County Public Library

## Director Report

### July 2024

## Highlights

### Summer Library Program Snapshot

Summer might just be the best time to visit MCPL. Our Summer Library Program fills each day with fun for the whole family, and June 27th was the perfect example. The excitement began in the morning when Smokey Bear himself made an appearance at Family Story Time. Smokey and Public Affairs Officer Veronica Hinke sang, danced, and shared fire safety tips.



Throughout the morning, families could also stop by the United Way's mobile food pantry held just outside the library. The United Way supplied enough food to feed 25 local families, no questions asked. Later in the afternoon, therapy dogs visited the library. Children had the opportunity to practice their reading skills with these patient furry friends. To complete this busy day, teens engaged in some wacky (and educational) fun at our "pickle autopsy" event. In collaboration with Marathon County 4-H, and as part of our "Forensics 101" series, teens played detective and learned about real science using dill pickle subjects. Smokey Bear, a mobile food pantry, reading to therapy dogs, forensic science for teens—all in one day at MCPL-Wausau! We're looking forward to more adventure-filled days as Summer Library Program continues in July.

## Library Services

Summer Library Program began on June 1st, and the Library Services team has been busy with events. Our Youth team offered 33 programs throughout the month of June, with a total attendance number of 1,860. Our most popular SLP event thus far has been singer Tom Pease, whose two shows drew in an impressive 507 music lovers. Snake Discovery and Isaiah the Magician also drew big crowds. Isaiah's performance even inspired a pair of brothers to learn magic tricks of their own—the two rushed right over to MCPL-Wausau to check out books after the show. By the end of June, the Youth team awarded 126 children and teens a total of 195 prize books for completing their reading bingo cards.

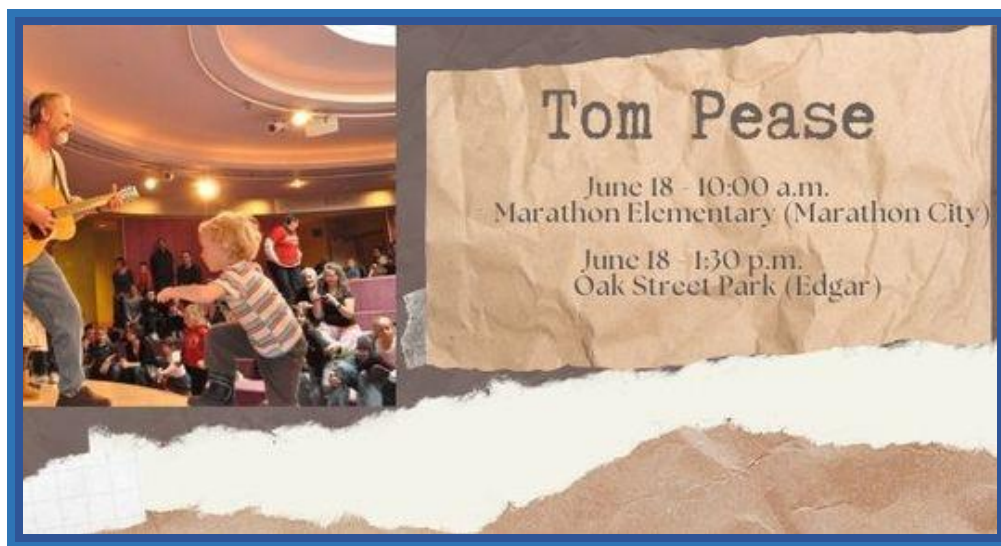
Our Adult Services team kept busy supporting Summer Library Program behind the scenes through event promotion and marketing. The team's gardening event for adults was popular this month, drawing a group of 16 to learn about gardening for pollinators. An event at the Marathon County Historical Society that was co-sponsored by MCPL also drew a crowd; 34 attendees listened to a lecture about Neal Brown, the "Sage of Wausau."

The Library Services team is looking forward to welcoming a new full-time Library Specialist in early July.

*Katelyn S, Library Services Manager*

## Branches

Summer events were well received and well attended county wide! Some hits included Dinosaur Dimensions in Athens (148 people) and Mosinee (40 people), Animal Acrobats in Mosinee (50 people), Tom Pease in Edgar (50 people) and Marathon (200 people), Zozort in Hatley (150 people), Snake Discovery in Marathon (200 people) and Rothschild (150 people), and Magic Isaiah in Stratford (70 people), Spencer (65), and Rothschild (80 people). Craft projects and story times were also popular at all locations. We have a lot more fun coming for July and August!



Pizza box solar ovens was a hot commodity in Athens during their STEM week of June 17th - 22nd. 23 families built a solar oven using pizza boxes donated by Stoney Acres, Athens,



aluminum foil, clear plastic, black paper and a stick. 61 kids will utilize their solar ovens to make s'mores that were offered to the participants. 26 children enjoyed making a s'more creature made from cardboard, cotton balls felt and googly eyes.

In Stratford, an Adventure Story Time was held on June 12th and was a big hit! The weather was perfect for an outdoor gathering, and more than 60 people enjoyed a Book Play presented by nine members of our Youth Library Opportunities (YOLO) group, as well as another great book acted out by Darla and MJ. After story time, patrons of all ages enjoyed some fun games and crafts outside. YOLO team members helped the kids play parachute games as well as create their own boats to float and race in a kiddie pool.

In Rothschild, staff held a special gardening story time with our local Master Gardeners' group. All the children got to plant a flower to take home, donated by the group. All 60 participants had a great time!

The Rothschild and Mosinee branches participated in the Read On Wisconsin display and handed out WI Badger themed stickers and posters to encourage reading.

In Mosinee, exterior building work to restore the brickwork on the historic building was completed. Work to restore and repair the historic windows is ongoing. In Marathon City, the cooling unit was repaired and is now cooling the library as it should.

In staffing news, Audrey K., our Spencer Branch Coordinator, will retire from the library on July 3rd after 30 years of service to MCPL! Additionally, Katie E., our Mosinee branch assistant will have her last day on July 6th. They will both be missed, and we wish them the best in their future endeavors. We are currently hiring for a Spencer Branch Assistant, Mosinee Branch Assistant, and Spencer Branch Coordinator. Staff from multiple branches and Wausau have been busy volunteering to fill in at both locations. The Spencer and Mosinee assistant positions are closed, and interviews will take place soon. The Spencer Branch Coordinator position will close on July 14th.

*Laura W, Branch Team Lead*

## Library Services Statistics & Activities

### Team News & Projects

- Notary: 18 appointments
- Proctoring: 2 appointments
- Tech Time: 4 appointments
- MCPL study rooms were booked 93 times in June
- Homebound Services:
  - Items sent out: 274
  - Volunteer deliveries completed: 17
  - New (or recently returned) HB patrons: 2
  - Active HB accts at the start of the month: 85
  - Reading slips, letters, or notes received: 30
- Weeding:
  - Edgar: Juvenile Graphic Novels
  - Mosinee: Adult Fiction, Adult Audiobook, Adult Nonfiction
  - Stratford: Young Adult Fiction
  - Wausau: Young Adult Fiction, Adult Fiction
- Outreach:
  - Chad appeared on WXCO radio to discuss library programs and resources
  - Jailin sent out large-print newsletters to Homebound patrons and activity packets to local care facilities

- Murray discussed plans for the 2024-2025 Book Bowl with the Wausau School District
- Ongoing projects:
  - Central Wisconsin Book Festival (Chad)
    - Committee meeting held on June 17
  - Events database upgrades (Ben, Chad)
    - MCPL will move to a new events database by 2025
    - Ben and Chad met to discuss process changes in June
  - Games & gaming in the library (Jordan)
  - Highlighting Hmong books in Children’s Collection (Murray)
  - Implementing shared book club spreadsheet for WVLS libraries (Kate)
  - Library history digitization project (Julie)
  - Library resources/services for entrepreneurs (Chad, Ben, Jordan)
    - New webpage is in development
  - Lost & Found management (Kathy)
  - Marketing and social media (Robyn)
    - Attended meeting on social media guidelines for Marathon County departments in June
  - Memory Kits (Jailin)
  - Obituary index accessibility in Aspen (Jailin)
  - Policy & procedure edits (Kate, Rose)
  - Programming Committee (Chad, Tara, Julie, Laura W., Robyn, Katelyn)
    - Met on June 10
  - Summer Library Program (Tara, Rose, Robyn, Ben, Chad)
  - Website and newsletters (Ben)

## Events and Programs

### Youth Events

#### Story Times:

- June 1: Rib Mountain Family Story Time (at library due to rain)—24
- June 1: Rib Mountain Family Story Time (at library due to rain)—10
- June 5: Play & Learn Story Time—80
- June 6: Family Story Time—35
- June 12: Play & Learn Story Time—54
- June 13: Family Story Time—17
- June 17: Story Time at the Park (at library due to rain)—38
- June 19: Play & Learn Story Time—56
- June 20: Gardening Story Time with Master Gardeners—45
- June 26: Play & Learn Story Time (at Marathon Park)—45
- June 27: Family Story Time—50

#### Other Programs:

- June 4: Teen Dungeons & Dragons—16
- June 4: Pokémon Club—32
- June 5: LEGO Block Party—12
- June 6: Read to a Therapy Dog—45
- June 7: Kids Movie Matinee “Migration”—15
- June 11: Tom Pease—331
- June 11: Tom Pease—176
- June 11: Teen Dungeons & Dragons—14
- June 12: Teen Tie Dye—24
- June 13: Read to a Therapy Dog—55
- June 13: Snake Discovery—135

- June 14: Young Adult Movie Matinee “Mean Girls” —6
- June 18: Floating Chalk Prints—36
- June 18: Teen Dungeons & Dragons—10
- June 19: LEGO Block Party—40
- June 20: Read to a Therapy Dog—55
- June 25: Magic of Isaiah—140
- June 25: Teen Dungeons & Dragons—10
- June 27: Visit with Smokey Bear—50
- June 27: Read to a Therapy Dog—60
- June 27: Teen Forensics—7
- June 29: Children’s Room scavenger hunt—137
- **Number of June Youth Services programs – 33**
- **Total attendance for June Youth Services programs – 1860**

### Adults/All Ages Events

- June 4: Cribbage Meet-up – 0
- June 4: Adaptive Communities Arts & Crafts – 15
- June 5: SLP Map Pendant Craft – 6
- June 10: Intro to Microsoft Excel – 0
- June 11: Cribbage Meet-up – 1
- June 13: Extension Gardening: Gardening for Pollinators (2 programs @ 10am, 6pm) – 16
- June 18: Cribbage Meet-up – 1
- June 19: Celebrating the MCPL Bookmobile – 0
- June 20: Celebrating the MCPL Bookmobile – 1
- June 24: Adaptive Communities Arts & Crafts – 15
- June 25: Cribbage Meet-up – 2
- June 25: MCPL Movie Night: “American Fiction” – 9
- June 27: City/County Spotlight: Parks, Recreation & Forestry Dir. Jamie Polley - 0
- June 29: History Speaks: “Sage of Wausau” Neal Brown (@Historical Society) – 34
- **Number of June programs and activities – 14**
- **Total attendance/participation for June programs – 100**

## Media Summary

### Social Media Statistics:

- Facebook (MCPL): 5,319 followers (+28)
  - New likes (+19)
  - Unfollows (0)
- Twitter: 1,238 followers (+9)
- Pinterest: 961 followers (+0)
- Goodreads: 347 friends (+2); 1,493 reviews (+0)
- Instagram: 1,146 followers (+11)
- YouTube: 522 subscribers (+0)

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

- June 5 – SLP Map Pendant
- June 12 – Extension Gardening: Gardening for Pollinators
- June 19 – Gardening Story Time

## Central WI Radio (WDLB 1450 AM, 98.7 FM)

- June 3, 10, 17, 24 – Marathon County Public Library Announces Extension of Wi-Fi Hotspot Lending Pilot Program - <https://wdlbam.com/2024/06/24/marathon-county-public-library-announces-extension-of-wi-fi-hotspot-lending-pilot-program-3/>

## WXCO 1230 AM, 98.9 FM

- June 4 – The Chad Holmes Show - Chad Dally of the Marathon County Public Library and the Mayor issues a veto <https://civicmedia.us/shows/chad-holmes-show/2024/06/04/chad-dally-of-the-marathon-county-public-library-and-the-mayor-issues-a-veto>
- June 18 – The Chad Holmes Show – Chad Dally of the Marathon County Public Library. Also time to call election deniers what they are: Traitors. <https://civicmedia.us/shows/chad-holmes-show/2024/06/18/chad-dally-of-the-marathon-county-library-also-time-to-call-election-deniers-what-they-are-traitors>

## WAOW Channel 9

- June 27 – Smokey Bear portraits coming to Wisconsin - [https://www.waow.com/news/smokey-bear-portraits-coming-to-wisconsin/article\\_5f849d9c-34bc-11ef-8202-3b91ba90f99e.html](https://www.waow.com/news/smokey-bear-portraits-coming-to-wisconsin/article_5f849d9c-34bc-11ef-8202-3b91ba90f99e.html)

## City Pages

- June 6 – Arts and Entertainment Highlights: Tom Pease; 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 Young Adult Book Club, Mosinee Book Club, Stratford Book Club, MCPL Movie Night, Rothschild Book Club; Lectures/Workshops – Spencer MCPL Talk with County Sheriff Billeb, Wausau Gardening for Pollinators; Kids/Teens - Wausau: Play and Learn, Family Story Time, Movie Matinee for Kids; Hatley: My Summer Adventure Book; Marathon City: Camping Adventure Story Time, Summer Lego Block Party; Stratford: Backpack Buddies
- June 13 – Big Guide – Ongoing – Mobile Wi-Fi Hotspots available at MCPL; Events – Stratford Young Adult Book Club, Mosinee Book Club, Stratford Book Club, MCPL Movie Night, Rothschild Book Club; Lectures/Workshops: Spencer MCPL Talk with County Sheriff Billeb, Wausau Gardening for Pollinators, Spencer All Roads Lead Somewhere: Highways & Bi-ways of the Past, Wausau History of the MCPL Bookmobile, Marathon City Gardening for Pollinators, Hatley Genealogy Basics; Kids/Teens – Wausau: Play and Learn, Family Story Time, Snake Discovery, Story Time in the Park, Floating Chalk Prints, Summer LEGO Block Party, Gardening Story Time, Read to a Therapy Dog; Athens: Pizza Box Solar Oven STEM Project, Family Story Time, Adventures in the Park; Edgar: Pokemon Club, Family Story Time, Tom Pease; Marathon City: Snake Discovery, Summer LEGO Block Party, Tom Pease, Family Story Time, Duct Tape Water Bottle Holder, Summer LEGO Block Party, Mini Paper Kites; Mosinee: Hack That Painting; Rothschild: Snake Discovery, Backpack Buddies, Gardening Story Time, Read to a Therapy Dog; Spencer: Sunflower Weaving; Stratford: My Summer Adventure Book
- June 20 – Big Guide – Ongoing - Mobile Wi-Fi Hotspots available at MCPL, MCPL Learn How to Play Cribbage; Events: MCPL Movie Night, Rothschild Book Club
- June 27 – Kids Corner – July: Backpack Buddies(HA), My Summer Adventure Book(ED), Sunflower Weaving(AT), Pokemon Club(WA), Summer LEGO Block Party(MA), Movie Matinee for Kids(WA), Summer LEGO Block Party(RO), Mini Paper Kites(MO), Story Stones(ED), Pint Size Polkas(MA, SP), Raptor Education Group: Night Moves(ED, SP), Randy’s Rocking Adventures(AT, RO), Rondini Magic Show(WA), Amazing Race for Teens(WA), Read to a Therapy Dog(WA, RO); Ongoing – Mobile Wi-Fi Hotspots available at MCPL, MCPL Learn How to Play Cribbage; Events – Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, DIY Pressed Flower Craft, Stratford Young Adult Book Club, Mosinee Book Club, Stratford Book Club, Rothschild Book Club

## Record Review

- June 5 – People – Athens: Dinosaur Dimensions, Book Club; Edgar: Book Club; Marathon: Book Club, Lego Block Party; Stratford: Backpack Buddies
- June 12 – People – Athens: Pizza Box Solar Oven, Family Story Time; Edgar: Family Story Time, Pokemon Club; Marathon: Snake Discovery, Gardening for Pollinators, Lego Block Party, Water

Bottle Holder; Stratford: Summer Adventure Story Time, Summer Adventure Book; Marathon County: Tom Pease concerts

- June 19 – People – Athens: Adventures in the Park; Marathon: Summer Lego Parties, Mini Paper Kites, Family Story Time, Water Bottle Holder; Stratford: Leap, Frog, Leap!, The Magic of Isaiah, Young adult book club; ‘Sage of Wausau’ story to be presented June 29 at Woodson
- June 26 – People – Athens: Sunflower Weaving; Edgar: Summer Adventure Book; Marathon: Lego Block Party

#### Tribune Record Gleaner

- June 26—Sheriff discusses drug crisis, jail overcapacity and mental health issues in Marathon County
  - “Marathon County Sheriff Chad Billeb talks about the challenges facing the Marathon County Sheriff’s Office during a presentation at the Spencer Village Hall/Library on June 13.”
- June 26—Librarian retires after 30 years, leaving legacy of enriching adult programs
  - “Audrey Kohlbeck has spent three decades in the library world, with the last nine and a half years at the Spencer Branch Library.”

#### Mosinee Times

- June 6 – MCPL June Youth Events (Part 2) – Tom Pease, The Magic of Isaiah
- June 13 – MCPL June Youth Events (Part 2) – Zootort, Snake Discovery
- June 27 – MCPL July Book Clubs

#### Wausau Pilot & Review

- June 9 - Sensational Summer Reads: This week’s picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/06/09/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-2/>
- June 11 - Marathon County Public Library programs, youths - <https://wausapilotandreview.com/2024/06/11/marathon-county-public-library-programs-youths-5/>
- June 14 - Sensational Summer Reads: This week’s picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/06/14/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-3/>
- June 14 - History Speaks program to feature life of ‘Sage of Wausau’ - <https://wausapilotandreview.com/2024/06/14/history-speaks-program-to-feature-life-of-sage-of-wausau/>
- June 15 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2024/06/15/marathon-county-public-library-programs-adults-13/>
- June 18 – Marathon County Public Library book clubs: July - <https://wausapilotandreview.com/2024/06/18/marathon-county-public-library-book-clubs-july-5/>
- June 21 - Sensational Summer Reads: This week’s picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/06/21/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-4/>
- June 24 - Marathon County Public Library programs, youths - <https://wausapilotandreview.com/2024/06/24/marathon-county-public-library-programs-youths-6/>
- June 28 - Sensational Summer Reads: This week’s picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/06/28/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-5/>
- June 29 - Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2024/06/29/marathon-county-public-library-programs-adults-14/>

Wausau Times/Buyers Guide

- June 5 – MCPL Extension to offer classes on gardening for pollinators
- June 26 – Youth Events July 1-14, 2024

Wisconsin Public Radio

- Marathon County Historical Society presents History Speaks – Sage of Wausau: Story of Neal Brown – Ben Clark - <https://www.wpr.org/event/marathon-county-historical-society-presents-history-speaks-sage-of-wausau-story-of-neal-brown-ben-clark>

Materials

Youth

	2024 Annual Budget	Rollover from 2023	Total w/carryover	Free Balance	Spent as of 6/30/24	% Spent
<b>Juvenile Audiobooks</b>	\$10,000.00	\$0.00	\$10,000.00	\$4,453.12	\$5,546.88	55.47%
<b>Juvenile CDs</b>	\$300.00	\$30.54	\$330.54	\$300.00	\$30.54	9.24%
<b>Juvenile DVDs</b>	\$7,500.00	\$99.53	\$7,599.53	\$1,066.70	\$6,532.83	85.96%
<b>Juvenile Video Games</b>	\$2,350.00	\$0.00	\$2,350.00	\$1,634.20	\$715.80	30.46%
<b>Young Adult Audio Books</b>	\$1,800.00	\$0.00	\$1,800.00	\$836.11	\$963.89	53.55%
<b>Youth AV Subtotal</b>	<b>\$21,950.00</b>	<b>\$130.07</b>	<b>\$22,080.07</b>	<b>\$8,290.13</b>	<b>\$13,789.94</b>	<b>62.45%</b>
<b>Juvenile Fiction</b>	\$26,000.00	\$10.05	\$26,010.05	\$13,647.28	\$12,362.77	47.53%
<b>Juvenile NonFiction</b>	\$26,000.00	\$53.24	\$26,053.24	\$14,103.55	\$11,949.69	45.87%
<b>Juvenile Picture Books</b>	\$30,000.00	\$0.00	\$30,000.00	\$13,036.85	\$16,963.15	56.54%
<b>Juvenile Spanish</b>	\$1,500.00	\$23.56	\$1,523.56	\$1,204.08	\$319.48	20.97%
<b>Juvenile Standing Order</b>	\$7,500.00	\$0.00	\$7,500.00	\$6,024.03	\$1,475.97	19.68%
<b>Young Adult Fiction</b>	\$12,200.00	\$0.00	\$12,200.00	\$6,340.00	\$5,860.00	48.03%
<b>Young Adult Graphic Novels</b>	\$3,700.00	\$30.98	\$3,730.98	\$640.16	\$3,090.82	82.84%
<b>Young Adult NonFiction</b>	\$3,400.00	\$0.00	\$3,400.00	\$1,991.24	\$1,408.76	41.43%
<b>Juvenile e-books</b>	\$2,000.00	\$0.00	\$2,000.00	\$30.43	\$1,969.57	98.48%
<b>Youth Print Subtotal</b>	<b>\$112,300.00</b>	<b>\$117.83</b>	<b>\$112,417.83</b>	<b>\$57,017.62</b>	<b>\$55,400.21</b>	<b>49.28%</b>
<b>Youth Services TOTAL</b>	<b>\$134,250.00</b>	<b>\$247.90</b>	<b>\$134,497.90</b>	<b>\$65,307.75</b>	<b>\$69,190.15</b>	<b>51.44%</b>

Adult

	2024 Annual Budget	Rollover from 2023	Total w/carryover	Monthly Allotment	Free Balance	Spent YTD	% Spent
<b>Adult Audiobooks</b>	\$11,500.00	\$279.58	\$11,779.58	\$1,045.45	\$5,896.56	\$5,883.02	51.16%
<b>Adult Music CD</b>	\$5,000.00	\$102.72	\$5,102.72	\$454.55	\$2,717.47	\$2,385.25	47.71%
<b>Adult DVD</b>	\$17,750.00	\$284.08	\$18,034.08	\$1,613.64	\$6,698.63	\$11,335.45	63.86%

<b>Adult Video Games</b>	\$1,550.00	\$0.00	\$1,550.00	\$140.91	\$946.12	\$603.88	38.96%
<b>Adult AV Subtotal</b>	<b>\$35,800.00</b>	<b>\$666.38</b>	<b>\$36,466.38</b>	<b>\$3,254.55</b>	<b>\$16,258.78</b>	<b>\$19,541.22</b>	<b>54.58%</b>
<b>Adult Paperbacks</b>	\$2,500.00	\$6.29	\$2,506.29	\$227.27	\$1,129.16	\$1,377.13	55.09%
<b>Adult Paperbacks S.O.</b>	\$450.00	\$0.00	\$450.00	N/A	\$450.00	\$0.00	0.00%
<b>Adult Fiction</b>	\$47,000.00	\$139.22	\$47,139.22	\$4,272.73	\$15,111.17	\$32,028.05	68.14%
<b>Adult LT Fiction</b>	\$7,500.00	\$96.97	\$7,596.97	\$681.82	\$2,280.09	\$5,316.88	70.89%
<b>***Adult LT S.O.</b>	\$5,500.00	\$0.00	\$5,500.00	\$500.00	\$3,823.04	\$1,676.96	30.49%
<b>Adult Non-fiction</b>	\$71,000.00	\$386.22	\$71,386.22	\$6,454.55	\$33,402.56	\$37,983.66	53.50%
<b>Adult Non-fiction S.O.</b>	\$2,000.00	\$0.00	\$2,000.00	N/A	\$1,522.23	\$477.77	23.89%
<b>Adult Biographies</b>	\$11,000.00	\$37.54	\$11,037.54	\$1,000.00	\$3,914.38	\$7,123.16	64.76%
<b>Adult Spanish</b>	\$500.00	\$11.33	\$511.33	\$45.45	\$42.72	\$468.61	93.72%
<b>Adult Hmong</b>	\$750.00	\$0.00	\$750.00	\$68.18	\$521.26	\$228.74	30.50%
<b>Overdrive - ebooks</b>	\$16,000.00	\$0.00	\$16,000.00	\$1,454.55	\$5,780.31	\$10,219.69	63.87%
<b>Adult Print Subtotal</b>	<b>\$164,200.00</b>	<b>\$677.57</b>	<b>\$164,877.57</b>	<b>\$14,927.27</b>	<b>\$67,976.92</b>	<b>\$96,900.65</b>	<b>59.01%</b>
<b>Adult Services TOTAL</b>	<b>\$200,000.00</b>	<b>\$1,343.95</b>	<b>\$201,343.95</b>	<b>\$18,181.82</b>	<b>\$84,235.70</b>	<b>\$116,441.87</b>	<b>58.22%</b>

## Support Services Statistics & Activities

### Circulation Team

- The circulation team welcomed a new team member, Mollie P., on June 24<sup>th</sup>.
- Security staff from Per-Mar (Anthony, Eddie, or Shane, depending on the day) have arrived at the Wausau location to help the team keep the library safe and pleasant for all members of the public. They will patrol the library and maintain a station at the circulation desk in the afternoons and evenings.
- New library card applications processed by the Circulation Team: 287
- Accounts linked: 71
- Checkout total for Wausau First Floor: 35,496
- Ashley H processed 149 Interlibrary Loan items
- June Passports News:
  - 34 Adult Passport Books
  - 20 Minor Passport Books
  - 3 Adult Passport Cards (2 attached to passport book applications, 1 was solo card application)
  - 0 Minor Passport Cards

The MCPL Passport team accepted a total of 55 passport applications at \$35.00 each, and 64 photos were taken at \$10.00 each for a total of \$2,565 recorded. We also assisted with 9 renewal applications.

- Ashley H:
  - Created an ILL bookmark that goes out in each ILL for patron FAQ.
  - 6/4/24 attended Policy & Procedures Committee Meeting to discuss ILL policy

- Helped cover the Drive-thru.
- Conducted additional ILL work beyond traditional circulations (70 requests received and processed, 2 not picked up):
  - Renewals: 2 phones call, 3 emails
  - Under \$10 per Amazon.com: 2
  - Too new: 2 (informed patron of purchase suggestion instead)
  - Library of Congress items: 1
  - V-Cat items: 3
  - Feature film: 3
  - Library of Congress: 2
  - Unable to fulfill: 4
  - Inquiries: 2 phone call, 5 emails.
  - Renewals: 2 phone calls, 3 emails
  - Same item requested within 3 months: 1
  - Hold pickup phone calls: 1
  - eBook(referred to Libby): 1
- Olivia B:
  - Trained Erin Q. on Damages and Billing so Erin can smoothly transition into this role after Olivia moves to the Library Services team.
  - Trained Mollie on the basic Damages and Missing Pieces procedure
  - Sent 22 1<sup>st</sup> notice Missing Pieces Letters, 4 2<sup>nd</sup> notice letters, and billed for 1 Missing item not returned totaling \$19.08
  - The Teen D&D program has started well with 16 kids signed up for the summer. They are enthusiastic!
  - Worked on the Damages and Missing Pieces Procedure Packet.
  - Billed for \$309.46 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 working the Drive-thru and relabeling.
  - Juvenile to Adult account switch-overs.
  - New adult non-fiction switchovers.
  - Began unlinking 16 and 17 year olds' accounts from the associated parent. Added notes in accounts that the patrons had been unlinked due to 16 year old privacy rights (in WI law) and that the patron could now choose to re-link if they would like.
- Erin Q:
  - Trained with Olivia B on Damages and Missing Pieces.
  - Card application double checks.
  - Routinely helped pages with pull lists and bins.
  - Adult Fiction switchovers.
  - YA inventory (graphic novels).
  - Reorganized mail/Homebound area with Jailin.
- Mai Yia L.
  - Completed the missing in transit list.
  - Adult non-fiction switchovers
  - Started training more with passport appointments.
  - Withdrawals for adult materials.
  - Completed the Missing and Missing in Inventory April 2024 and found two items.
  - Library card application double checks.



- Over the course of the month two patrons were banned for different lengths of time due to policy violations.

## Support Services Team

- James B & Kayla K covered the Circulation desk during the team meeting on 6/3.
- James B participated in the Policy and Procedure Committee meeting on 6/4.
- Chris L attended the V-Cat Council meeting on 6/6 and reported on behalf of the Bib Committee.
- Support Services Team members participated in the NICE Project Town Hall meeting 6/11. The workgroup recommendations were reviewed, and staff members in V-Cat and NWLN libraries were invited to bring their questions and concerns. MCPL staff asked questions regarding cataloging, acquisitions, number of common vs. unique bibs between the consortia and anticipated cost savings.
- Team Leads met with Leah 6/12.
- Over the last year MCPL has adopted several new call number prefixes (mostly for juvenile books). “BD” (board book), “ER” (easy reader), “FAV” (favorites), “GN” (graphic novel), etc. They make shelving easier and improve browse-ability for our patrons but don’t fit well with our current Baker & Taylor provided labels (“E” or “J”). We concluded the best solution is to create new “No spine label” accounts and profiles to use for orders in these categories. Two accounts were necessary, one for Juvenile Fiction standing orders and one for individually selected titles (orders submitted via EDI). B&T has created the accounts, and we are now working with Katie Z of WVLS to make the EDI account work within Sierra. This will streamline our processing of items in these categories.
- In addition, at our request B&T purged a number of disabled/unused accounts going back several years. We appreciate the de-cluttered TS 360 interface.
- James B reports that several branches are getting close to the end of the Juvenile Favorites relabeling process. He is making plans to visit branches to address remaining issues, such as: Does the branch have enough shelving to accommodate the newly-standardized Favorites and Easy Readers collections? Is rearranging needed? He will be accompanied by Kate S and/or Murray J of Collection Development and using a laptop, barcode scanner and label printer for on-the-go adjustments.
- Dawn L reports that the USA Today, Wisconsin Rapids Daily Tribune and Wausau Daily Herald subscriptions have been paid. She hadn’t been able to pay online due to website problems and phone calls to Gannett (which owns all three papers) went to an automated line that couldn’t answer questions. Eventually she was able to reach a very helpful human at USA Today who took payment for all three papers.
- James B has been working on a database cleanup project. With the possibility of migration to a new instance of our ILS, it is important that MCPL's item records contain only necessary information that maintains relevance over time. He has been removing unneeded/inaccurate/irrelevant notes from our item records, and sent lists to the branches of items to be pulled for inspection. He also updated MCPL's staff Guidelines for Messages, Internal Notes, and Public Notes in item records.
- Support Services Team gave an orientation tour to new Circulation Team member Mollie P on 6/27.
- Circulation total for Wausau Drive Up: 1,683.

## Page Team

- Did routine switch-overs for new Adult collections and Young Adult collections.
- Lynelle did some inventory in the Juvenile graphic novel collection.

- Throughout the month of June the Page Team shelved 28,829 items. They handled an additional 3,526 more items for holds or transits to home libraries.

## Information Technology

- Fiber lines have been run to our server room in preparation of CCITC moving their equipment from the River Drive location.
- VPN access is now configured to allow secured connections for select staff from off-network locations.
- Deepfreeze Update:
  - Testing completed and production configuration is ready for deployment on new public use computers
- Mobile Printing Update:
  - After a few small glitches, mobile printing appears to be successful and will be available at all locations with the deployment of the new printers and new patron PCs.
- Pharos Update:
  - WVLS continues to configure Pharos for the rollout of our new patron computers.
- Public Computer Deployment Update:
  - Test deployment to be done with 1<sup>st</sup> floor adult computers in the first part of July.
  - Met with Josh at WVLS to test scalability of deployment process.
- Group Policy Updates:
  - Josh at WVLS and David continue to go through and remove obsolete policies. This will simplify administration of our network and remove some instances where our systems are working at cross-purposes.
- 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. Additionally, commercial devices (rather than consumer, off-the-shelf devices) are expected to provide more reliable service over a longer period of time.
  - 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 antenna installation at remaining branches.
    - *Athens: Installed*
    - *Edgar: Installed*
    - Hatley: Approved – schedule TBD pending final signature from Rothschild.
    - Marathon City: Approved – schedule TBD pending final signature from Rothschild.
    - *Mosinee: Installed*

- Rothschild: Approved by village board – awaiting administrator’s signature
  - Spencer: Approved – schedule TBD pending final signature from Rothschild.
  - *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 June 11 Athens Book Club members read *The One Hundred Years of Lenni & Margot* by Marianne Cronin. Book Club met on Tuesday, May 14 at 2:00pm in the library.
- 14 patrons read the selection from the book rack. July Book Club will be held on June 9 at 2:00 featuring “Readers’ Choice.” Book club members will share their favorite book selections with attendees.
- The bi-weekly Family Story time was held on Monday, 6/3 and 6/17 at 10:30am. 18 children and 7 adults participated. Story times will be held on Wednesdays starting in the fall.
- Dinosaur Dimensions kicked off our summer programming on 6/10 at Memorial Park. There were 148 people in attendance. It was great fun for all. The remainder of the week was filled with two crafts. 25 Dinosaur fossils were made from clay and dinosaur skeletal figures, and 18 paper plate dinosaur hats were created.
- The week of June 17-22 our STEM project, Pizza box solar ovens was a hot commodity. 23 families built a solar oven using pizza boxes donated by Stoney Acres-Athens, aluminum foil, clear plastic, black paper and a stick. 61 kids will utilize their solar ovens to make s’mores that were offered to the participants. 26 children enjoyed making a s’more creature made from cardboard, cotton balls felt and googly eyes.
- On June 24, Kitty R told “Stories in the Park.” It was an event held at the Athens Park. 30 people enjoyed the beautiful weather, good stories, and danced along to “Boom Chicka Boom.” Many of the families enjoyed doing the park scavenger hunt while there. A total of 33 youth turned in the scavenger hunt bags and chose a prize for completing the task. 37 youth created sets of binoculars from tissue rolls, markers, washi tape and yarn. The in-house craft for the week was stone painting with 17 youth participating.

#### Circulation Statistics

- June circulation totaled 1,540 items. This is a 10.16 % increase from June of 2023. In 2024 year-to-date, Athens has circulated 10,807 items. This is a 6.07 % increase from 2023.

#### Library News

- “Adventure begins at your library” is our 2024 Summer Library Program theme. Free books are given as prizes to participants filling their bingo cards.
- Passport Photo Service has started and 4 photos have been taken. Kitty has assisted customers with 3 renewal forms.

#### Facilities

- A drainage system for the parking lot was put in. The front lawn and sidewalk was dug up and replaced within 5 days. Customers were able to access the building.

## Edgar Monthly Report

### Events and Programs

- Book club discussed the book *Never Let Me Go* by Kazuo Ishiguro on the 11th with 5 in attendance; the book was not a favorite but did encourage a great discussion.
- Story time was held on the 4th with 3 people in attendance and on the 18th with 5 in attendance.
- On the 12th Donna Heil came to present our Medicare 101 event with 0 attending.
- Pokémon Club was held on the 17th with 2 in attendance.
- Tom Pease performed on the 18th at Oak St. Park with around 45 in attendance.
- 2 children turned in 100 sheets for 1,000 books before kindergarten and their stars were added to the corresponding number on our wall display and stickers were given.

### Circulation Statistics

- The circulation statistics for the month of June were 1,432 checked out. This is a 2.73% increase from the same month last year. A total of 7,698 items have been checked out so far this year. This is a 3.18% decrease from 2023.
- There were 0 curbside pickups for the month.

### Library News

- Peggy filled in on June 1st
- Wanda covered the desk during book club on the 11th
- Hannah filled in at Hatley during an event on the 24th

### Facilities Updates

- None at this time.

## Hatley Monthly Report

### Events and Programs

- Drop-In craft, Week of June 3, to create a Summer Adventure journal, attracted 29 participants.
- Peggy spoke to the Hatley Senior Citizen group, about library services and programs, on June 4. This group meets monthly in the Hatley Community Room. There were 20 people in attendance.
- Outside Storytime with Robin – June 11 – Topic: Flowers – 17 attendees.
- Book Club facilitated by Peggy – June 11 – *Remarkably Bright Creatures* by Shelby Van Pelt – 10 attendees.
- Zoozort program – June 12 - presentation of numerous non-native animals and their characteristics – 150 attendees.
- Drop-In Plant Swap – Week of June 17 – Take a plant or leave a plant! – 6 participants.
- Animal Acrobats program – June 25 – presentation of native animals and their walking styles – 70 attendees.
- A participant in 1,000 Books Before Kindergarten completed 800 books toward the goal of 1,000.
- 23 youth participating in the Summer Reading Adventure program have already completed one or two Reading Bingos and claimed prize books.
- Ancestry program – June 24 – presented by Julie Kinney, Reference Librarian colleague from the Wausau Library – 2 attendees.
- Upcoming Programs
  - Tuesday, July 9 – 10:30 a.m. - 11:00 a.m. - Storytime
  - Tuesday, July 9 – 1:00 p.m. - 2:00 p.m. - Book Club discussing *A Death in Door County* by Annelise Ryan.
  - Wednesday, July 10 – 2:00 – 4:00 p.m. - Resilient Gardening for Extreme Weather – Presenter is Janell Wehr, Horticulture Educator with Marathon County Extension.
  - Tuesday, July 16 – 10:30 a.m. - 11:30 a.m. - Randy's Rocking Adventures – 45 minutes of interactive musical fun lead by Randy Peterson.
  - Tuesday, July 23 – 10:30 a.m. - 11:00 a.m. - Storytime

## Circulation Statistics

- Hatley circulated 2,073 items for the month of June. This is a 10.45% decrease. Year-to-date is 11,636 items. This is a 7.22% increase from last year.

## Library News

- Peggy subbed for Hannah at the Edgar Branch for a Saturday shift on June 1.
- Wanda, from Rothschild Branch, subbed for Peggy in Hatley on Friday, June 7.
- Hatley's new Farmer's Market kicked off on Wednesday, June 26, in the Library/Community Center parking lot. The library gets free press; the promotional flyer states the location as the library parking lot. Peggy sets up a Library table each week, promoting the library, with displays and conversations with people. This generates additional traffic into the library, requests for new library cards, and renewals of existing library cards.

## Facilities Updates

- Batteries have been replaced in all the thermostats.

# Marathon City Monthly Report

## Events and Programs

- Book Club: Lisa H. and 8 patrons had a lively, thoughtful discussion of the book *Spare* by Prince Harry. 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, July 8th with a discussion of the book *Future Home of the Living God* by Louise Erdrich.
- Story Time: Our 30-minute family story time programs are held on Thursday mornings at 10:30 am. We held a Camping Adventure themed story time with stories, songs, jokes, artificial fire and s'more craft. This kicked off our Summer Library Program and 30 children and caregivers attended. We also held two other family story time events with a total of 32 children and caregivers attending.
- We are holding a Lego Block Party each Friday afternoon this summer. In June, 34 children dropped by to show their creativity and build with Legos.
- It has been an extremely busy month in Marathon! On June 13, we hosted our first performer of the summer at the Marathon Elementary. A representative from Snake Discovery from Minnesota enlightened our audience with facts about snakes and other reptiles native to Wisconsin. Many of the brave participants decided to let a python ride on their shoulders for a bit! Almost 200 (190) students and adults attended. On June 18, one of our favorite performers, Tom Pease, got the group up and dancing with his songs and stories. Another 200 students and adults attended. On July 19, Janell Wehr, Horticulture Educator from UW-Extension presented an informational session on Growing Pollinators. We had 4 adults attend this event. We held a DIY duct tape water bottle holder event on June 20 for tweens where 8 children dropped by to make colorful holders. During the week of June 24 – 29 we had our first craft week where children could stop in and create a Mini Paper Kite. We had 50 children stop in to make these cute kites.
- In July, our monthly book club, weekly family story time and Lego Block Parties will be held as usual. On July 9 accordionist, Mike Schneider will be at Marathon Elementary for a fun polka-themed musical event, Pint Size Polkas. This will be our final performer for the Summer Library Program. It is Mike's first time here and we look forward to his music. During the week of July 15 – 20, we will have another craft week featuring Sunflower Paper Plate Weaving. During the week of July 22 – 27 we invite children of all ages to join in our Summertime Scavenger Hunt! On July 29 the Marathon County Historical Society will give a presentation on Immigrants and Refugees in Marathon County, with a special emphasis on Marathon City.

## Circulation Statistics

- Marathon circulated 2,831 items during the month of June, which is an 8.01% increase from this time last year. So far in 2024, Marathon has circulated 13,993 items. This is a 7.59% decrease over last year.

## Library News

- We are super busy with Summer Library Program events and with many families coming in to check out the activities and check out materials.

## Facilities Updates

- Maintenance replaced some lightbulbs. Hurtis Heating & Cooling came to repair the air conditioning compressor. It seems to be working much better now.

## Mosinee Monthly Report

### Events and Programs

- Our Summer Reading Program kicked off with a bang in Mosinee during the first week of June! We had 72 patrons join us for our ever popular Plant Swap.
- The first week in June also saw 72 patrons make a woven sunflower.
- The second session of our Cat Lover Craft and Social Hour brought in 5 patrons who had a ton of fun making homemade cat toys and bonding over our special animal companions.
- Our Dinosaur Dimensions show on the 10th brought 38 patrons who braved the construction and closed roads to see the fun and educational show! Due to the ongoing construction and road closures, it was decided that our Animal Acrobats show on the 25th should be moved to the Second Floor of the Mosinee Library.
- Katie's creative Hack that Painting program brought in 2 patrons on the 20th. Leftover supplies will be used by the Marathon City Branch for a future program there.
- The Animal Acrobats show ended up bringing in 49 patrons who had a ton of fun moving like animals and meeting a snake, turtle, and Sarah's favorite, a rat!
- Katie's first of 3 summer Yoga Story Time sessions on the 26th brought in 19 patrons!
- Eight patrons joined us for Adult Book Club.
- Passive Programs: Throughout the summer we're asking patrons what their favorite adventure is, with 15 responses so far.
- Upcoming Programs: Adult Book Club will continue as usual. Sarah will also run a Pressed Flower Art program on Tuesday the 9th from 4-5 PM, where patrons will be invited to make pressed flower homemade lanterns, bookmarks, and make art by pounding fresh flowers from Sarah's garden onto different materials. Patrons will also have a chance to learn different flower pressing techniques to try, and get a chance to press their own favorite flowers the day of with Sarah's personal microwave flower press. Sarah will also finish out the month taking over Katie's Yoga Story Time July (and August) sessions and Katie's annual Obstacle Course on the 25th at River Park, as Katie's last day will be July 6th. We will miss her but wish her best in her future plans!

### Circulation Statistics

- Mosinee circulated 2,596 items in June 2024. This is 3.92% decrease. Mosinee has circulated 14,466 items in 2024. This is 4.05% decrease.

## Library News

- Displays were switched over to fit our Summer Reading Program theme of "Adventure Begins at your Library." Adult fiction books centered around ocean settings for a "Sail into a New Adventure" display while our Mosinee Teen Advisory Group made a "Travel Through Time" display for our historic fireplace. Our all age group display by the public computers featured travel books for a "Books take you on an Adventure" travel display. Behind our circulation desk we featured an "Up" inspired "Adventure Never Ends at the Library" display complete with a house floating under a canopy of blown up balloons, and our picture books were of course all about adventure. We also had a "Within the pages of a book is a sea full of adventure" display featuring aquatic themed juvenile chapter books.
- Sarah covered 3 shifts in Spencer and Katie covered in Rothschild. Huge thank you to Katie, Lisa H., and Laura for covering Mosinee shifts this month.
- Staff sent in children's favorites that will be re-labeled, and really appreciate all the hard work Support Services is doing!

## Facilities Updates

- Exterior building work to restore the brickwork on this historic building was finished during the month of May. Work to restore and repair our historic windows is ongoing.

## Rothschild Monthly Report

### Events and Programs

- We held two family story times in June. Fifty-four people (including a group visiting from a local daycare) joined us for our first story time session, and 60 people joined us for our second session. The Master Gardeners were in attendance at our second session and all of the children planted a flower to take home.
- In June, 9 members of our book club met to discuss *Reckless Girls* by Rachel Hawkins. In July, the club will read and discuss *Black Cake* by Charmaine Wilkerson.
- SLP events – The first month of SLP at Rothschild has been busy and fun! We hosted two big programs at George Street Park – Snake Discovery (150 participants) and Magic Isaiah (80 participants). Both were very popular among patrons of all ages! We also held a Lego Block Party (8 participants), two read to a therapy dog sessions (34 participants), and a backpack buddy craft week (80 participants). We also had 37 children participate in our SLP reading program so far, and have handed out 54 books. We hope to see many more readers in July and August!
- In June, we had various book displays around the library including “Not sure where to start?” (high-interest YA books that are on the shelf in Rothschild) and “Play Outside.” We also started displaying books to highlight our summer performances – Snake Discovery, Magic Isaiah, and gardening for kids!

### Circulation Statistics

- In June, Rothschild circulated 8,675 items. This is a -6.20% decrease from last year. In 2024, Rothschild circulated 47,124 items. This is a -3.18% decrease from last year.

### Library News

- The Rothschild branch participated in the Read On Wisconsin display and handed out WI Badger themed stickers and posters to encourage reading.
- Laura attended the monthly team leads meeting.
- Rothschild staff covered shifts in Hatley and Mosinee.

## Facilities Updates

- Village staff installed a new baby changing station in the main bathroom.

## Spencer Monthly Report

### Events and Programs

- The week of June 10th – 15th Spencer Library held a “DIY Sun Visor” craft. The library supplied plastic or foam sun visors, and children were able to decorate them with stickers or markers. Sixteen children made a personalized visor for the summer.
- On June 12th, “Magic of Isaiah” dazzled the 64 children and adults in the audience. Isaiah did a great job getting the children involved and asking for volunteers, of which there were many.
- On June 13<sup>th</sup>, the Spencer Library welcomed Marathon County Sherriff Chad Billeb. Sheriff Billeb was informative, told fun stories, and was asked many questions. All 15 that attended enjoyed this program.
- The week of June 17th – 22 Spencer Library held a “Sunflower Weaving” craft. This craft was finished by two adults.
- “All Roads Lead Somewhere” was presented by Gary Gisselman on June 18th. Gary talked about many county roads in Marathon County, including County Hwy N, 153, and 13. Gary also talked about roads that now lead to ghost towns. Twenty adults were in attendance.
- The question “Where Has Your Adventure Taken You?” is displayed with a map of the United States in the library. Patrons have been putting colored pins to mark where they have traveled this summer. We have 14 states, cities, and one pin for London!

## Circulation Statistics

- Spencer circulated 1,207 items in the month of June. This is an increase of 16.51%. Spencer has circulated 7,204 items in 2024. This is an increase of 8.72%.

## Library News

- Audrey wrote a library news update for both the TRG (Clark County paper) and The Village Voice (the Spencer Newsletter).
- Spencer Library was closed on June 8th for Spencerama Days.
- Darla Redetzke filled in from Stratford at the Spencer Library on Friday, June 7th.
- Sarah Moscatello from Mosinee filled in at Spencer three times during June so Audrey could run programs that were scheduled.
- A bin of more Favorites was sent to Wausau for new labeling.
- Audrey, Heather W. and Katelyn met on June 25<sup>th</sup> to discuss possible candidates for the Spencer Branch Assistant position.
- Audrey ordered Wisconsin maps that were handed out to those who were interested. Thirty-seven maps were taken.
- Valorie Brecht, TRG Editor interviewed Audrey for an article in the TRG regarding her retirement, which was published June 26th
- This will be Audrey's last Spencer Branch report, as she will be retiring on July 3rd. Audrey remarks: Thank you to all for an amazing 30 years.

## Facilities Updates

- None at this time.

## Stratford Monthly Report

### Events and Programs

- Our first event for the Summer Library Program—an Adventure Story Time on June 12—was a big hit! The weather was perfect for an outdoor gathering, and more than 60 people enjoyed a Book Play presented by nine members of our Youth Library Opportunities (YOLO) group, as well as another great book acted out by Darla and MJ. After story time, patrons of all ages enjoyed some fun games and crafts outside. YOLO team members helped the kids play parachute games as well as create their own boats to float and race in a kiddie pool.
- The audience was delighted with the Magic of Isaiah, who performed here on June 25 as part of our SLP. Nearly 70 people attended. Not only did he entertain with great magic tricks, he also incorporated the love of books, libraries and reading throughout his program. As a result, our book displays were picked clean by young readers after the show and we had several new library card sign-ups!
- The month of June included three separate weeks of SLP crafts. During the week of June 3-8, 40 patrons created Backpack Buddies out of beads. From June 10-15, 27 children created mini-kites. And during the week of June 17-22, 26 people enjoyed making their own Summer Adventure Journal to take home.
- So far, 18 young readers have enjoyed participating in our Summer Reading Bingo and have earned 27 prize books.
- Two patrons attended our Young Adult Book Club on June 13 to discuss *Miss Peregrine's Home for Peculiar Children* by Ransom Riggs.
- Nine patrons attended our Book Club on June 16 to discuss *Lessons in Chemistry* by Bonnie Garmus.
- Donna Heil, a local health and life insurance agent, held a Medicare 101 program here on June 20. There were no participants this time.
- Six people enjoyed a Play & Learn "Leap Frog, Leap" program that was held at our branch June 24. A representative from Children's Wisconsin/Marshfield Family Resource Center showed children how to use their fine motor skills to make some frog art, and then use their gross motor skills to act like frogs.



### Circulation Statistics

- We circulated 2,632 items in June. This is a 13.20% increase from last year. So far in 2024, we have circulated 12,813 items. This is a 3.27% increase from 2023.

### Library News

- Our library presented an “I Do Love to Read” display in June featuring books with a wedding theme. We also provided a display of juvenile books to help patrons get started with their Summer Reading Bingo cards for SLP.
- We weeded the YA collection and did some shelf shifting and organization.
- We inventoried the YA section.

### Facilities Updates

- None at this time.

**WISCONSIN VALLEY LIBRARY SERVICE**

**Board of Trustees Meeting**

March 16, 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 May 18, 2024.

President Tom **Bobrofsky** called the meeting to order at 9:35 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\*  
Carol Bartlein, member\*  
Jessica Bennett, member\*  
Candice Grunseth, member  
Louise Olszewski, member  
Kay Palmer, member  
Diane Peterson, member\*  
Judy Peterson, member  
Petra Pietrzak, member  
Kari Sweeney, member

**Others Present**

Marla Sepnafski, WVLS Director  
Erica Brewster, WVLS staff\*  
Susie Hafemeister, WVLS staff  
Josh Klingbeil, WVLS staff  
Jamie Matczak, WVLS staff\*  
Brendan Tuckey, LEANWI Technology Consultant\*  
Brenda Walenton, WVLS staff  
Kris Adams Wendt, WVLS staff  
Katie Zimmerman, WVLS staff  
Sherry Anderson, NWLS Director\*

\*denotes remote attendance

**Vacant**

Marathon County representative  
Oneida County representative

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

**CONSENT AGENDA APPROVAL**

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

**STAFF INTRODUCTIONS**

Northern Waters Library Service Director/WVLS Inclusive Services Consultant **Sherry Anderson** and LEANWI Technology Support Consultant **Brendan Tuckey** were introduced. **Brewster** commented on the website design expertise **Tuckey** has added to the technology team.

**APPROVAL OF MINUTES** (Exhibit 1)

Correction: the third member of the 2024 Nominating Committee was Olszewski, not Ackerman. **Sweeney/J. Peterson motion to approve minutes from the February 17, 2024 WVLS Board meeting as corrected. All aye. Motion carried.**

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

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

**MEMORANDUM OF UNDERSTANDING: WiLS AND WVLS FOR WPLC DATA DASHBOARD PILOT DEVELOPMENT, FEBRUARY 2024** (Exhibit 8)

**Brewster** explained the purpose of this participation agreement is to define the expectations and costs for a statewide pilot of WiLS' Annual Report Data Dashboard for the Wisconsin Public Library Consortium (WPLC).

**Ackerman/Bartlein motion to approve the February 2024 memorandum of understanding between WiLS and WVLS for WPLC Data Dashboard Pilot Development. All aye. Motion carried.**

**WVLS FINANCIAL MANUAL – draft (Exhibit 9, 9a)**

**Walenton** explained that the purpose of the document was to protect the assets of the System, ensure the maintenance of accurate records of the System’s financial activities, provide a framework of operating standards and behavioral expectations, and ensure compliance with federal, state, and local legal and reporting requirements. General discussion ensued. A final draft of the manual will be brought back to the board table in May for final approval.

**DELIVERY SERVICE, WVLS SORT**

**Sepnafski** outlined the cost and issues associated with current Waltco delivery service sorting procedures and introduced potential benefits of WVLS staff doing the sorting “in house.” Following discussion, there was general consensus that WVLS staff should proceed with gathering additional information needed to bring a recommendation back to the board for approval.

**NEW HIRE: CATALOGING ASSISTANT (LTE) (Exhibit 11)**

**Walenton** and **Zimmerman** reviewed the position description for a temporary part-time LTE cataloging assistant to clean up V-Cat collection records prior to implementation of Project NICE. **Otten/J. Peterson motion to approve hiring a LTE Cataloging Assistant as outlined in the position description. All aye. Motion carried.**

**2024 WAPL CONFERENCE PLANS (Exhibit 12)**

**Bobrofsky** provided an overview of registration deadlines and WVLS support for trustees to attend the Wisconsin Association of Public Libraries conference in Stevens Point, May 1-3, 2024.

**REPORTS:**

**Resource Library (Exhibit 13):** The Marathon County Public Library Resource Library Report includes the agenda and Director’s Report for the February 19, 2024 MCPL Board of Trustees meeting, as well as the agenda and minutes from the January 22, 2024 meeting.

**WVLS Director’s Report (Exhibit 14):** **Sepnafski** and other WVLS staff members in attendance took turns reviewing items from the Director’s Report while taking comments and questions.

**Wendt** reported that [2023 Senate Bill 707/2023 Assembly Bill 741](#) providing funding for grants to enhance pre-school reading readiness was passed by both the Senate and Assembly and awaits the Governor’s signature. It was co-authored by 12<sup>th</sup> District Senator Felzkowski. The Wisconsin Legislature’s [“Who are my Legislators?”](#) search page has been updated to reflect 2024 as well as 2022 legislative district maps. Additional information about changes to the three senate districts and eight assembly districts overlaying WVLS member county boundaries, as well as legislative candidates for the fall election will be shared as it becomes available.

**NWLS/WVLS Joint ILS Consortium Exploration (Exhibits 15a,15b):** **Zimmermann** elaborated upon the March 2024 NICE Project Report and NICE Project Report Collaborative Decision-Making Recommendations (part 2).

**COLAND (Exhibit 16):** **Otten** and **Klingbeil** shared highlights from the March 8 COLAND meeting held at the Lac Courte Oreilles Ojibwe University Community Library in Hayward. The March meeting agenda and January 12 meeting minutes were included in exhibit 16.

**2023 System Information and Public Library Statistics Booklet** (Exhibit 17): **Brewster** introduced highlights from the preliminary version of the annual system information and public library statistics report.

**Disneyland Institute “Approach to Quality Service” Training** (Exhibit 18): Matczak shared her report as a participant at the full-day Disney Institute training on February 13. Her experiences will be implemented as service standards recommendations for WVLS staff, and shared at customer service presentations and webinars.

**CONCERNS, COMMENTS AND ANNOUNCEMENTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:** Topics mentioned included plans in various WVLS counties for National Library Week (April 7-13) and for viewing the solar eclipse on April 8.

**Updated WVLS Information – 2024 WVLS Budget** (Exhibit 19): The documents in exhibit 19 reflect changes to the 2024 WVLS Budget approved at the February 17 WVLS Board meeting.

**Calendar**

- WVLS V-Cat Steering Committee meeting: Thursday, March 21, 2024
- WVLS Library Advisory Committee meeting: Thursday, April 25, 2024
- 2024 WAPL Conference: Wednesday, May 1 – Friday, May 3, 2024
- WVLS Board meeting: Saturday, May 18, 2024

**ADJOURNMENT: Palmer/J. Peterson motion to adjourn. All aye. Motion carried.** The meeting was adjourned at 12:20 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder

ITEM NUMBER: 7.62 a-~~eb~~  
CHAPTER 7: Administrative  
Management  
CODE: Policy  
COMPUTER ID: AMAILP-62

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Title:	Animals in the Library Policy
Effective Date:	5-2018
Authorized By:	Library Board of Trustees/Library Director
Date of Last Revision:	<del>47-2024</del>

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## PURPOSE

The Marathon County Public Library (MCPL) recognizes that some patrons with disabilities may have service animals, ~~that~~ which are trained to perform tasks for the benefit of a disabled individual. MCPL recognizes legal rights under federal and state laws regarding use of service animals. MCPL also considers the safety and health of all of its patrons, the public and library staff to be of utmost priority.

## STATEMENT OF POLICY

Patrons may not bring animals other than service animals (see definition below), or service animals in training, inside MCPL locations. Handlers of animals other than service animals will be asked to remove them from the library.

Individuals with disabilities may bring their service animals into all areas of the library where members of the public are normally allowed to go. All service animals must be under the full custody and control of their handler at all times. All service animals must be on a leash or harness at all times unless the handler is unable to leash or harness the animal because of a disability or use of a leash or harness would interfere with the animal's safe, effective performance of work or tasks. If the service animal cannot be leashed or harnessed, it must be otherwise under the handler's control (e.g., voice control, signals, or other effective means). Handlers of the service animals are solely responsible for the supervision and care of the service animal. Therefore, handlers must keep the service animal directly with them at all times.

Both state and federal laws address disability protections. Unlike other issues where federal law may preempt state law, for disability protections, the federal laws specify that they do not limit any equal or greater protections and rights afforded under state laws. This means that a property owner or establishment must adhere to whichever law provides the greater protections for a person with a disability.

**Under Wisconsin law, a service animal may be any animal that is individually trained to do work or perform tasks for people with disabilities.** Examples of such work or tasks include (but are not limited to) guiding people who are blind, alerting people

who are deaf, pulling a wheelchair, alerting and protecting a person who is having a seizure, reminding a person with mental illness to take prescribed medications, calming a person with Post Traumatic Stress Disorder (PTSD) during an anxiety attack, or performing other duties. Service animals are working animals, not pets. Animals whose sole function is to provide comfort or emotional support do not qualify as service animals under the ADA or Wisconsin law. While Emotional Support Animals or Comfort Animals are often used as part of a medical treatment plan as therapy animals, they are not considered service animals under the ADA or Wisconsin law, and are therefore not allowed in the library. These support animals provide companionship, relieve loneliness, and sometimes help with depression, anxiety, and certain phobias, but do not have special training to perform tasks that assist people with disabilities.

Handlers of service animals are not required to show papers or to prove a disability. Service animals are not required to be licensed or certified by a state or local government or training program, or be identified by a special harness or collar.

Under Wisconsin federal law, staff may ask only the following questions regarding a trained service animal:

- **Is the service animal required because of a disability?**
- **What work or tasks has the animal been trained to perform?**

~~Staff may not ask about the handler's disability, nor what tasks the animal is trained to perform. If it is readily apparent that a service animal is trained to do work or perform tasks for a person with a disability, staff may not ask either of these questions.~~

A person with a disability cannot be asked to remove their service animal (or service animal in training) from the library unless the behavior of the service animal constitutes an unreasonable risk of injury or harm to property or other persons, or violates other library policies that patrons are subject to.

In these cases, library staff should give the person with the disability the option to obtain library services without having the service animal (or service animal in training) on the premises. Fear of allergies, annoyance on the part of other patrons or employees or fear of animals are generally not valid reasons for denying access or refusing service to people with service animals (or service animals in training).

For additional guidance, see ~~also~~ the Wisconsin Legislative Council's 2019-2024 IssueBrief on Service and Support Animals:

[https://docs.legis.wisconsin.gov/misc/lc/issue\\_briefs/2024/health/ib\\_supportanimals\\_msk\\_ag\\_2024\\_06\\_24ib\\_supportanimals\\_msk\\_2019\\_10\\_01\\_\(wisconsin.gov\)](https://docs.legis.wisconsin.gov/misc/lc/issue_briefs/2024/health/ib_supportanimals_msk_ag_2024_06_24ib_supportanimals_msk_2019_10_01_(wisconsin.gov))

**DEFINITIONS** *(if applicable)*

- ~~**Service Animal:** Any animal that is trained for the purpose of assisting or accommodating a person's physical, sensory, or mental disability.~~
- ~~**Disability:** A physical or mental impairment that substantially limits one or more major life activities, or any abnormal sensory, mental or physical condition that 1) is medically cognizable or diagnosable; 2) exists as a record or history or 3) is perceived to exist.~~