



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**A meeting of the Marathon County Public Library Board of Trustees,
Monday, February 20, 2023, at 12:00 noon
Library Headquarters, Wausau Community Room.**

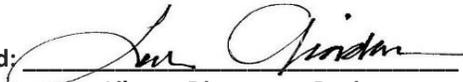
Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/978804693> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 978-804-693.**

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

AGENDA

- 1. (12:00 p.m.) Call to Order**
- 2. Acknowledgement of Visitors**
- 3. Approval of Minutes**
- 4. Bills and Services Report**
- 5. (10 minutes) Public Comments** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for concerned citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting library-administration@mcpl.us)*
- 6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.**
 - A. President**
 - B. Other Board Members**
 - C. Library Director**
 - D. Board Committees**
 - E. Friends of the Library**
 - F. MCPL Foundation**
 - G. Wisconsin Valley Library Service**
- 7. (10 minutes) Welcome and Introduction of New Trustees – For Discussion and Informational Purposes Only**
- 8. (10 minutes) Committee Appointments – For Discussion and Possible Action**
 - Nominating Committee (2)
 - Building Committee (1)
- 9. (10 minutes) Approval of Annual Report for DPI – For Discussion and Possible Action**
- 10. (5 minutes) Statement Concerning System Effectiveness – For Discussion and Possible Action**
- 11. (15 minutes) Library Service Highlight: Homebound Services – For Discussion and Informational Purposes Only**
- 12. Announcements**
- 13. Request for Future Agenda Items**
- 14. Next Meeting Dates**
 - Monday 03/20/2023
 - Monday 04/17/2023
 - Monday 05/15/2023 – Rothschild Branch
 - Monday 06/19/2023

15. Adjourment

Signed: 
Library Director or Designee

*All times are approximate and subject to change

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

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: February 14, 2023

EMAILED TIME: 10:45 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday January 23, 2023.

Present: Sharon Hunter, Gary Gisselman, Reid Rayome, Andrea Sheridan, Kari Sweeney, Michelle VanKrey, Leah Giordano

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, Marla Sepnafski, Katie Zimmerman, Rachel Metzler, Brenda Walenton and eight additional visitors. Remote visitors: Anne Hamland, Jamie Matczak, and four additional remote visitors

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

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY KARI SWEENEY TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE DECEMBER 19, 2023 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY REID RAYOME; SECONDED BY MICHELLE VANKREY TO APPROVE THE BILLS & SERVICES REPORT FOR DECEMBER, 2023. MOTION CARRIED.

Public Comments – None

President – None

Other Board Members – None

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

- MCPL is purging unused accounts in an effort to keep more accurate records. Records that are currently being purged are those with fines under \$5 that have not been active for at least ten years.
- With the recent security breach, MCPL is using the opportunity to rebuild the website and new things are being added.
- With decreasing temperatures, incidents at the library have increased. The police department is increasing visits to the library in an effort to curb these issues.
- The Director attended the most recent SRLAAW meeting where the upcoming Library Legislative Day was discussed. This will be an opportunity to share the value of libraries with state legislatures. MCPL's Library Service Manager will be attending this year.
- On January 16th the county hosted IMAGINE 2023, a county-wide all staff day with sessions on topics including finding happiness and safety awareness.

Board Committees – None

Friends of the Library – The Friends will have their annual meeting on Saturday, January 28th and will host a guest speaker in addition to regular business.

MCPL Foundation – None

Wisconsin Valley Library Service –WVLS is encouraging libraries to participate in Library Legislative Day on February 7th and will have their next meeting in February.

Election of Library Board Officers- President and Vice President

A MOTION WAS MADE BY SHARON HUNTER; SECONDED BY MICHELLE VANKREY TO NOMINATE KARI SWEENEY AS PRESIDENT. MOTION CARRIED.

A MOTION WAS MADE BY SHARON HUNTER; SECONDED BY MICHELLE VANKREY TO NOMINATE REID RAYOME AS VICE PRESIDENT. MOTION CARRIED.

Marathon County Public Library’s Membership in Wisconsin Valley Library System

A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY SHARON HUNTER THAT MCPL REMAINS WITH WVLS. MOTION CARRIED.

Library Service Highlight: Community Outreach Officer for Wausau – Tracey Rieger

- The Community Outreach Officer is available in varying locations on varying days throughout Wausau. On Mondays from 9am-11am and Thursdays from 1pm-3pm, she is available at the library.
- The officer works with individuals on their personal needs whether it is finding housing, filling out applications, shopping or filling other needs.
- While progress can appear slow, it is being made. Since September 1st, the Community Outreach Officer has helped house 16 people.

A MOTION WAS MADE BY ANDREA SHERIDAN SECONDED BY KARI SWEENEY TO CONVENE IN CLOSED SESSION. MOTION CARRIED.

A. Pursuant to §§ 19.85(1) (c) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or likely to become involved, to wit: discussion with outside counsel relative to cause of action related to library operations and funding.

B. Roll call vote:

Kari Sweeney	yes
Gary Gisselman	yes
Reid Rayome	yes
Andrea Sheridan	yes
Michelle VanKrey	yes
Sharon Hunter	yes

A MOTION WAS MADE BY MICHELLE VANKREY SECONDED BY GARY GISSELMAN TO RETURN TO OPEN SESSION. MOTION CARRIED.

Announcement and/or Action Regarding Closed Session Discussions –

A MOTION WAS MADE BY REID RAYOME; SECONDED BY KARI SWEENEY THAT AS THE ONLY ACTION TO BE TAKEN BY THIS BODY ON THIS ISSUE, AT THIS TIME, THAT THE MARATHON COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES PROVIDE COPIES OF THE REPORT OF OUTSIDE COUNSEL DATED JANUARY 23, 2023 TO COUNTY ADMINISTRATOR LEONARD, CORPORATION COUNSEL PUERNER AND THE MEMBERS OF THE MARATHON COUNTY BOARD OF SUPERVISORS BY EMAIL UPON ITS FINALIZATION. MOTION CARRIED.

Announcements - The Library Director will conduct orientation with the new Library Board Trustees.

Request for Future Agenda Items - None

A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY SHARON HUNTER TO ADJOURN THE MEETING AT 1:54 P.M. MOTION CARRIED.


Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for February 20, 2023.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, December 19, 2022.

Present: Sharon Hunter, Gary Gisselman, Reid Rayome, Andrea Sheridan, Kari Sweeney, Michelle VanKrey, Leah Giordano

Absent: Jeff Campo

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, Marla Sepnafski, Jamie Matczak, Rachel Metzler, Katie Zimmerman, Brenda Walenton, Susie Hafemeister and seven additional visitors in person; two remote visitors

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

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY MICHELLE VANKREY TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE NOVEMBER 21, 2022 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY REID RAYOME TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE NOVEMBER 28, 2022 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY MICHELLE VANKREY SECONDED BY KARI SWEENEY TO APPROVE THE BILLS & SERVICES REPORT FOR NOVEMBER, 2022. MOTION CARRIED.

Public Comments – Members of the public shared comments.

President – None

Other Board Members – None

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

- The director asked Corporation Counsel to share advice on a sample RFP to be used while drafting an RFP for a library strategic plan.
- The Health Department contacted the director about distributing COVID tests at the library. Staff will create a plan for safely distributing the free tests to community members requesting them at the library, whether it is at the main desk, drive thru or curbside.
- The library's website had a potential security breach and staff is working on a solution. The host company, GoDaddy, has been unable to find the cause of the problem.

Currently the website is down and patrons are rerouted to a link so they can access the catalog.

- The new Workday software was expected to go live December 19, 2022, but library staff have not yet received log-ins. The County should be providing this information soon.

Board Committees – None

Friends of the Library – The Friends met on November 28th and approved the funding of the 2023 programming budget.

MCPL Foundation – The Foundation met on December 7th at the library and toured the facility including the third floor.

Wisconsin Valley Library Service –None

WVLS Expectations Final Summary – Marla Sepnafski, Director of WVLS and Jamie Matczak, WVLS Continuing Education Consultant presented the WVLS fourth quarter report, highlighting four areas from the expectation list:

- **MCPL's participation in sub-committees** - MCPL is represented on the 10 person committee, Northern Wisconsin ILS Consortium Evaluation (NICE) which is determining the value and feasibility of merging the data of Northern Waters and WVLS Integrated Library Systems. The goal is to increase ILS administrative support and improve service to patrons.
- **Increased professional development and education**- WVLS planned the MCPL staff day, created training videos, provided scholarships and sponsored workshops.
- **Bi-annual review of ILS** – The V-CAT/ILS Evaluation and Review Committee has narrowed the selection to three products for demonstration. All staff members that use Sierra were given the opportunity to attend the demonstrations for Carl, Koha by Bywater and Innovation's Sierra. The demonstrations were taped for future viewing.
- **Cost/Benefit Analysis of WVLS to MCPL** – Referring to Appendix E of the WVLS report, an overview of the minimal quantifiable use of services was shared. This included a description of the fees paid to WVLS by MCPL (\$96,309 in 2022) and the quantifiable services provided by WVLS to MCPL (\$349,434 in 2022). Services included planning and support for MCPL's staff development day, scholarships, support for the Summer Learning Program and collection support.

Revisit System Expectations - The Board of Trustees discussed the motion to move to South Central that was tabled in December 2022. Addressing this motion will be added to the January 2023 agenda.

Collection Development Policy Update – The Board of Trustees discussed adding a paragraph from LaCrosse Library's policy to MCPL's existing policy.

A MOTION WAS MADE BY MICHELLE VANKREY SECONDED BY ANDREA SHERIDAN TO APPROVE THE COLLECTION POLICY AS IS.

AN AMMENDMENT WAS PROPOSED BY SHARON HUNTER AND SECONDED BY MICHELLE VANKREY TO ADD THE FOLLOWING WORDING TO THE POLICY:

- **PARENTS AND/OR GUARDIANS OF CHILDREN UNDER THE AGE OF 18 HAVE PRIMARY RESPONSIBILITY OVER DETERMINING THE APPROPRIATENESS OF ANY GIVEN MATERIAL. NOT ALL MATERIALS WITHIN THE LIBRARY CAN BE CONSIDERED AGE-APPROPRIATE FOR ALL USERS. THE LIBRARY WILL NOT BE RESPONSIBLE FOR DETERMINING THE APPROPRIATENESS OF ANY MATERIAL A CHILD WITH THEIR OWN LIBRARY CARD CHOOSES TO VIEW OR CHECK OUT, AND DOES NOT ADAPT SELECTION BASED ON POTENTIAL ACCESS TO ALL MATERIALS.**

AMMENDMENT APPROVED.

A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY KARI SWEENEY TO ACCEPT THE ORIGINAL MOTION WITH THE AMMENDMENT. MOTION CARRIED.

A MOTION WAS MADE BY SHARON HUNTER; SECONDED BY MICHELLE VANKREY TO CONVENE IN CLOSED SESSION. MOTION CARRIED.

- A. Pursuant to §§ 19.85(1) (c) for the purpose of conducting a performance evaluation of the Director.
- B. Roll call vote:
- | | |
|------------------|-------------|
| Michelle VanKrey | yes |
| Andrea Sheridan | yes |
| Reid Rayome | yes |
| Gary Gisselman | yes |
| Kari Sweeney | yes |
| Sharon Hunter | yes |
| Jeff Campo | not present |

A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY MICHELLE VANKREY TO RETURN TO OPEN SESSION. MOTION CARRIED.

Announcement - President Sharon Hunter thanked Director Leah Giordano for guidance through the year.

A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY MICHELLE VANKREY TO APPROVE THE PERSONNEL EVALUATION AS PRESENTED. MOTION CARRIED

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

- A. Pursuant to §§ 19.85(1) (g) for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, to wit: discussion of retention of outside counsel.
- B. Roll call vote:
- | | |
|------------------|-------------|
| Michelle VanKrey | yes |
| Andrea Sheridan | yes |
| Reid Rayome | yes |
| Gary Gisselman | yes |
| Kari Sweeney | yes |
| Sharon Hunter | yes |
| Jeff Campo | not present |

A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY ANDREA SHERIDAN TO RETURN TO OPEN SESSION. MOTION CARRIED.

Announcement from Closed Session – This Board has agreed to retain outside legal counsel for the purposes discussed in closed session.

Announcements Michelle VanKrey shared that she has enjoyed her time on the Library Board of Trustees. Sharon Hunter shared that she will stay on as a trustee until a replacement is appointed.

Request for Future Agenda Items – Nominations for President will be shared at the next meeting.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO ADJOURN THE MEETING AT 1:29 P.M. MOTION CARRIED.



Library Director or Designee

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of January 2023

Branch	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE	2022 YEAR-to-DATE	2023 YEAR-to-DATE	% CHANGE
ATHENS	1,328	1,894	42.62%	1,328	1,894	42.62%
EDGAR	1,329	1,418	6.70%	1,329	1,418	6.70%
HATLEY	1,428	1,790	25.35%	1,428	1,790	25.35%
MARATHON	2,362	2,354	-0.34%	2,362	2,354	-0.34%
MOSINEE	2,291	2,447	6.81%	2,291	2,447	6.81%
ROTHSCHILD	7,591	7,544	-0.62%	7,591	7,544	-0.62%
SPENCER	1,122	1,052	-6.24%	1,122	1,052	-6.24%
STRATFORD	1,895	1,932	1.95%	1,895	1,932	1.95%
WAUSAU	24,448	27,868	13.99%	24,448	27,868	13.99%
WAUSAU DRIVE UP	2,293	1,935	-15.61%	2,293	1,935	-15.61%
HOMEBOUND	1,081	537	-50.32%	1,081	537	-50.32%
ILL	191	191	0.00%	191	191	0.00%
OVERDRIVE	14,161	15,832	11.80%	14,161	15,832	11.80%
GRAND TOTAL	61,520	66,794	8.57%	61,520	66,794	8.57%

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

January 2023

	CUSTOMER STATISTICAL CLASSES								TOTAL NON-RESIDENT CIRC	TOTAL CIRC	% of CIRC by BRANCH
	WVLS-CLARK	WVLS-LANGLADE	WVLS-LINCOLN	SCLS-PORTAGE	NFLS-SHAWANO	WVLS-TAYLOR	SCLS-WOOD				
ATHENS	25	0	0	0	0	128	0	153	1,894	8.08%	
EDGAR	0	0	0	0	0	0	0	0	1,418	0.00%	
HATLEY	0	0	0	0	0	0	0	0	1,790	0.00%	
MARATHON	0	0	0	0	0	0	0	0	2,354	0.00%	
MOSINEE	1	0	0	4	0	0	0	5	2,447	0.20%	
ROTHSCHILD	0	0	3	6	0	0	4	13	7,544	0.17%	
SPENCER	26	0	0	0	0	0	0	26	1,052	2.47%	
STRATFORD	0	0	0	0	0	0	0	0	1,932	0.00%	
WAUSAU	21	0	280	17	0	11	0	329	27,868	1.18%	
WAUSAU DRIVE UP	0	0	18	0	0	0	0	18	1,935	0.93%	
MISC*									16,560		
TOTAL MCPL	73	0	301	27	0	139	4	544	66,794	0.81%	
% of CIRC											
by COUNTY	0.11%	0.00%	0.45%	0.04%	0.00%	0.21%	0.01%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of January 2023

	2022 CURRENT MONTH	2023 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	65,159	58,287	-10.55%
RESIDENT CHILD	8,210	8,146	-0.78%
HOMEBOUND	165	115	-30.30%
STAFF	62	69	11.29%
TEMPORARY	466	405	-13.09%
TOTAL FOR MARATHON COUNTY	74,062	67,022	-9.51%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,926	2,791	-4.61%
CHILD	209	225	7.66%
TEMPORARY	24	26	8.33%
TOTAL FOR NON-COUNTY ON SITE BORROWERS	3,159	3,042	-3.70%
INTERLIBRARY LOAN			
ILL	402	405	0.75%
GRAND TOTAL	77,623	70,469	-9.22%



Marathon County Public Library

Director Report

February 2023

Highlights

Delays in Financial Reports

The County transition to the new Workday system has caused delays in daily, monthly and year end processes. Paying of invoices was delayed as the Finance team learned the system and then provided training to other departments. Additionally there was a delay while the Finance department and Workday staff tried to determine why ACH emails were being sent to suppliers receiving check payments. While invoice payment is running more smoothly now, the Finance Department has not yet made all of the journal entries needed in Cayenta (old system) to represent all 2022 expenses. Therefore the library was not able to use final numbers while doing the annual report for DPI. In the meantime, the annual report was done with the best numbers that we could get from the old system. When these numbers are finalized will determine the method for correcting the report for DPI. The Finance Department has also been unable to provide reports or information on how to create reports in Workday, so at this time, the library is unable to provide 2023 bills and services reports normally provided in the board packets.

Library Services

Library Services had a busy start to 2023! Reference staff met and received a refresher training on our Integrated Library System. The Programming Committee met and continues to work towards the goal of enhancing our program offerings at MCPL. All Library Services staff were trained to use Teller and have been adapting to the new system. Chad met with the Marathon County Historical Society; we are excited to bring more in-person programming back to the library—complete with historical artifacts for the public to admire! Library Services Staff attended the Imagine 2023 Staff Enrichment Day organized by the county. Several members of the team attended the Wisconsin Winter Web Conference and were inspired to incorporate new ideas at MPCL. Tara presented what she learned at the 2022 Wisconsin Library Association Conference to library staff. The Youth Services team began offering age-specific story times that have been very popular; Tales for Tots story time brought in a lot of toddlers ready to move, while brand-new babies and new moms enjoyed the Bouncing Babies lap-sit story time. Caregivers and kids enjoyed stories, rhymes, and songs at these family-friendly events. Youth Services partnered with 4-H to provide a healthy eating program that was a definite highlight this month; the event included a trip to the Wausau Winter Farmer's Market and was very well

attended. We look forward to partnering with 4-H for more programs later this year! The Youth Services team met with other community members and organizations regarding partnerships for future programs and started to plan for the annual Summer Library Program. Other outreach efforts by Library Services staff include a presentation for the Wausau Golden Kiwanis group and providing a job shadowing opportunity for a young person involved with G.O.A.L.S, an agency that serves individuals with disabilities.

Branches

Grab and Go craft kits continue to be popular at all locations. In January, we handed out numerous shattering boomerang craft kits for kids and thimble bouquet pendant craft kits for adults. Creative book displays were featured at all locations including ones like “What would Mr. Dewey recommend for your new year’s resolution?” (self-help), “Take me to your reader” (adult science fiction), and “Go back in time with a good book” (historical fiction).

Story time was also held at many branches. In January, some of our locations transitioned from a bi-monthly story time to a weekly story time. We hope to welcome more friends to story time as the year continues.

The Marathon, Athens, and Stratford branches hosted Jeffrey Kersten, agency liaison with Wisconsin's Bureau of Consumer Protection, who discussed the details of common scams, the warning signs of a scam, and what to do if you or someone you know falls victim to a scam or fraud.

The Rothschild Branch hosted a program presented by the Marathon County Health Department called “The Unwanted Houseguest: Learn More about Radon.”

Cribbage at the Library was a huge hit in Spencer this month. 13 people attended, 6 of whom were new to the group. Everyone had a great time!

State and federal tax forms are starting to arrive and are available at all locations.

Branch staff completed many collection maintenance tasks. We weeded various collections and also removed the 2021 DVD stickers and pulled and sent in the 2021 magazines. We also started the 2023 inventory process and continued to work on the spine label replacement and disc cleaning projects.

Staff from all locations attended Imagine 2023, the county-wide staff enrichment day on the 16th. It was wonderful to spend time with our coworkers, meet new people, and learn new things. Also, the bi-monthly branch coordinator meeting was held on 1/20.

Library Services Statistics & Activities

News

- Library Services staff attended Marathon County’s Imagine 2023
- Library Services staff attended Teller training and began to use the new Teller system

- Reference staff met on January 5
- The Programming Committee met on January 30
- Library Services staff were trained on Teller on January 19
- Julie submitted a grant application for the NEH National Digital Newspaper Program
- Julie and Dan attended sessions at the Wisconsin Winter Web Conference
- Chad gave an outreach presentation on library services and resources to the Wausau Golden Kiwanis group on Jan. 23; twenty people were in attendance
- Chad met with the Marathon County Historical Society to discuss programming for the year
- Elizabeth and Chad met with the Central Wisconsin Book Festival committee on Jan. 9
- Allycia had orientation on page work and ILL with Ollie and Ashley
- Taylor and Katelyn attended the team leads meeting on January 11
- Kate, Tara, and Katelyn attended a survey of purchasing and processing meeting January 18
- Tara presented her takeaways from the Fall 2022 Wisconsin Library Association Conference to MCPL staff on January 25
- Julie, Jailin, Olivia B. and Katelyn met to discuss a teen program for the summer on January 31
- The Reconsideration Committee met according to MCPL policy and procedure
- Katelyn spoke at the UW-Steven's Point professional development day for librarians held at the UWSP-Wausau campus on January 6
- Katelyn received a scholarship from WVLS to attend Library Legislative Day in Madison
- Katelyn completed annual performance appraisals
- Katelyn held rounding with individual staff throughout the month
- Katelyn had ILL orientation with Ashley on January 20
- Katelyn met with Heather and Alexander to review the orientation process
- Katelyn held the bi-monthly Branch Coordinators meeting on January 20
- Katelyn and Tracy Rieger met on January 23
- Katelyn attended the Library Board meeting on January 23
- Katelyn attended the Wild Wisconsin Winter Web Conference on January 24 and 26
- Katelyn attended county Workday Expense training on January 26
- Katelyn attended county Harassment Prevention training on January 31
- Katelyn attended county Workday Recruitment training on January 31
- Notary: 20 appointments
- Proctoring: 2 tests
- Tech Time: appointments
- Homebound Services:
 - Interactions with Homebound patrons: 77
 - Items sent out: 339
 - Volunteer deliveries completed: 13
 - New (or recently returned) HB patrons: 5
 - Active HB accts at the start of the month: 80
 - Reading slips, letters, or notes received: 47
 - Activity packets sent: 14
- Weeding
 - Wausau: Juvenile kits, Board books, Juvenile nonfiction, Juvenile DVDs, Adult biographies, Adult paperbacks
 - Athens: Juvenile picture books
 - Marathon City: Adult DVD

- Mosinee: Adult fiction
- Rothschild: Adult paperbacks
- Spencer: Juvenile graphic novels

Events and Programs

Youth Events

Story Times:

- Jan. 3: MOMs Group Story Time – 16
- Jan. 3: Bouncing Babies Story Time – 9
- Jan. 4: Play & Learn Story Time – 34
- Jan. 5: Family Story Time—18
- Jan. 9: Tales for Tots Story Time—20
- Jan.10: Bouncing Babies Story Time—16
- Jan. 11: Play and Learn Story Time—43
- Jan. 12: Family Story Time – 34
- Jan. 17: Bouncing Babies Story Time—26
- Jan. 18: Play and Learn Story Time—56
- Jan. 19: Family Story Time—16
- Jan. 23: Tales for Tots Story Time—17
- Jan. 24: Bouncing Babies Story Time—17
- Jan. 25: Play and Learn Story Time—45
- Jan. 26: Family Story Time—16
- Jan. 30: Tales for Tots Story Time—27
- Jan. 31: Bouncing Babies Story Time—14

Other Programs:

- Jan. 3: GD Jones G2M Afterschool STEAM – 5
- Jan. 7: Young Foodie Charcuterie Boards with Marathon County 4H—34
- Jan. 10: GD Jones G2M Afterschool STEAM—5
- Jan. 10: Pokémon Club—42
- Jan. 17: GD Jones G2M Afterschool STEAM—5
- Jan. 18: Teen Book Tasting—0
- Jan. 21: Teen Book Tasting—0
- Jan. 1-31: Readers Are Writers Online Writing Group—13
- Jan. 1-31: Grab and Go Shattering Boomerang—367
- **Number of January Youth Services programs – 26**
- **Total attendance for January Youth Services programs – 895**

Adults/All Ages Events

- All Month: Adult Grab and Go Thimble Bouquet Pendant – 70 kits distributed
- Jan. 5: Marathon County Historical Society History Chats – The Snake Bridges – 17 live virtual viewers
- Jan. 11: Intro to Job Searching Online – 0
- Jan. 12: “Badger Aces” with author Mike O’Connor – 29
- Jan. 12: History Chats – The Tannery and Thomas Bridges – 16 live virtual viewers
- Jan. 18: Make a Light-Up Headband – 2
- Jan. 19: Make a Light-Up Headband – 0

- Jan. 21: History Speaks: Running the River (The WVIC) – 39
- Jan. 25: Intro to Job Searching Online – 0
- Jan. 26: History Chats: Wausau’s Falls Bridges – 16 live virtual viewers
- Jan. 26: MCPL Movie Night – “Where the Crawdads Sing” - 12
- **Number of January programs and activities – 11**
- **Total attendance/participation for January programs – 114**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 4,835 likes/follows (+67)
- Twitter: 1,239 followers (+0)
- Pinterest: 971 followers (+0)
- Goodreads: 324 friends (+0); 1,424 reviews (+0)
- Instagram: 1,050 followers (+12)
- YouTube: 532 subscribers (+1)

Hot Happenings in the River District (email newsletter)

- January 11- “Badger Aces” with Mike O’Connor
- January 25- MCPL Movie Night: “Where the Crawdads Sing”

WAOW Channel 9

- January 6- Upcoming programs at the Marathon County Public Library (Dan Richter, Library Marketing Specialist)

WSAU 550 AM

- January 5- Conley Commentary – Banning books?
<https://wsau.com/2023/01/05/conley-commentary-banning-books/>

WSAW Channel 7

- January 2- Marathon County Public Library sets story time dates for January (Library Marketing Specialist Dan Richter)
<https://www.wsaw.com/2023/01/02/marathon-county-public-library-sets-story-time-dates-january>
- January 6- MCPL to host free event to create kid-friendly charcuterie boards (updated on 1/5 with in-studio interview)
<https://www.wsaw.com/2022/12/29/mcpl-hosts-free-event-create-charcuterie-boards>
- January 25- Friends of MCPL to host book sale next week
<https://www.wsaw.com/2023/01/25/friends-mcpl-host-book-sale-next-week>

City Pages

- January 5- Highlights-“Badger Aces” with Mike O’Connor;
Big Guide- All Locations: Grab & Go Craft for Adults-Thimble Bouquet Pendant, Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: Intro to Online Job Searching, Bouncing Babies Story Time, Play & Learn, Family Story Time, Young Foodies-MyPlate Charcuterie Boards, Tales for Tots, Pokémon Club; Athens: Book Club-“Cloud Cuckoo Land,” Common Scams and Frauds Targeting Seniors, Family Story Time; Edgar: Book Club-“When You Reach Me;” Hatley: Book Club-“One of Us is Lying,” Family Story Time; Marathon City: Book Club-“Before We Were Yours,” Common Scams and Frauds, Family Story Time; Mosinee: Make a Journal!, Book Club-“The Last Story of Mina Lee,” Family Story Time; Rothschild: Book Club-“The Rose Code;” Newberry Medal Book Club-“The One and Only Ivan,” The Unwanted Houseguest-Learn More About Radon, Family Story Time, LEGO Block Party, Snowflake Yarn Art; Spencer: Cribbage at the Library, As the Page Turns Book Club-“Lilac Girls;” Stratford: Book Club-“The Quiet Season,” Common Scams and Frauds, Family Story Time

- January 12- Kids Corner Calendar- Wausau: Tales for Tots; Athens: Family Story Time; Mosinee: Family Story Time; Rothschild: Snowflake Yarn Art, Family Story Time
Big Guide- All Locations: Grab & Go Craft for Adults-Thimble Bouquet Pendant, Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: Make a Light-Up Headband, Wausau: Intro to Online Job Searching, Bouncing Babies Story Time, Play & Learn, Family Story Time, Teen Book Tasting, Tales for Tots; Athens: Family Story Time; Hatley: Family Story Time, Craft Stick Winter Animals; Marathon City: Family Story Time; Mosinee: Book Club-“The Last Story of Mina Lee,” Family Story Time; Rothschild: Book Club-“The Rose Code,” Newberry Medal Book Club-“The One and Only Ivan,” The Unwanted Houseguest-Learn More About Radon, Snowflake Yarn Art, Family Story Time; Spencer: As the Page Turns Book Club-“Lilac Girls;” Stratford: Book Club-“The Quiet Season,” Family Story Time
- January 19- Big Guide- All Locations: History Chats, Grab & Go Craft for Adults-Thimble Bouquet Pendant, Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: Make a Light-Up Headband!, Friends of MCPL Members-Only Book Sale, Intro to Online Job Searching, Bouncing Babies Story Time, Play & Learn, Family Story Time, Teen Book Tasting, Tales for Tots; Athens: Family Story Time; Hatley: Family Story Time. Craft Stick Winter Animals; Marathon City: Family Story Time; Mosinee: Book Club-“The Last Story of Mina Lee,” Family Story Time; Rothschild: Newberry Medal Book Club-“The One and Only Ivan,” DIY Paper Snowflakes; Stratford: Family Story Time
- January 26- Big Guide- All Locations: History Chats, Grab & Go Craft for Adults-Thimble Bouquet Pendant, Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: MCPL Movie Night-“Where the Crawdads Sing,” Friends of MCPL Book Sale, Intro to Online Job Searching, Bouncing Babies Story Time, Family Story Time, Tales for Tots, Play & Learn; Athens: Book Club-“All Adults Here,” Family Story Time; Edgar: Book Club-“Uncommon Type,” Family Story Time; Hatley: Book Club-“The Seven Husbands of Evelyn Hugo,” Family Story Time; Marathon City: Book Club-“Black Cake,” Family Story Time; Mosinee: Book Club-“What You Wish For,” Family Story Time; Rothschild: DIY Paper Snowflakes, Book Club-“Apples Never Fall,” Family Story Time; Spencer: As the Page Turns Book Club-“The Lager Queen of Minnesota;” Stratford: Book Club-“The Lincoln Highway,” Family Story Time

Mosinee Times

- January 5- MCPL Book Clubs: January 2023- Athens: Book Club-“Cloud Cuckoo Land;” Edgar: Book Club-“When You Reach Me;” Hatley: Book Club-“One of Us is Lying;” Marathon City: Book Club-“Before We Were Yours;” Mosinee: Book Club-“The Last Story of Mina Lee;” Rothschild: Book Club-“The Rose Code,” Newberry Medal Book Club-“The One and Only Ivan;” Spencer: As the Page Turns Book Club-“Lilac Girls;” Stratford: Book Club-“The Quiet Season”
- January 12- MCPL Media Release-January Youth Events/Activities, Part 2-Jan. 15-31- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: Teen Book Tasting; Hatley: Craft Stick Winter Animals
- January 19- Learn Basics of Online Job Searching, Applying at MCPL Wausau; MCPL Wausau Media Release-Make a Light-Up Headband – January 18 & 19; Next Friends of MCPL Members-Only Book Sale to Be Held January 21
- January 26- Browse thousands of items at Friends of MCPL Book Sale Feb. 1-4
- Record Review
- January 4- Library board sets new policy (Library Board of Trustees President Sharon Hunter, Library Trustee Reid Rayome)
Youth Events – MCPL- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang. Grab & Go Craft for Adults-Thimble Bouquet Pendant; Athens: Family Story Time, Book Club-“Cloud Cuckoo Land,” Common Scams and Frauds Targeting Seniors; Edgar: Family Story Time, Book Club-“When You Reach Me;” Marathon City: Family Story Time, Book Club-“Before We Were Yours,” Common Scams and Frauds Targeting Seniors; Stratford: Family Story Time, Book Club-“The Quiet Season,” Common Scams and Frauds
- January 11- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang, Grab & Go Craft for Adults-Thimble Bouquet Pendant; Athens: Family Story Time; Marathon City:

- Family Story Time; Stratford: Book Club-“The Quiet Season,” Family Story Time
- January 18- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang, Grab & Go Craft for Adults-Thimble Bouquet Pendant; Athens: Family Story Time; Marathon City: Family Story Time; Stratford: Book Club-“The Quiet Season,” Family Story Time
- January 25- Athens: Book Club-“All Adults Here,” Family Story Time; Edgar: Family Story Time, Book Club-“Uncommon Type;” Marathon City: Book Club-“Black Cake,” Family Story Time; Stratford: Family Story Time, Book Club-“The Lincoln Highway”

Wausau Pilot & Review

- January 5- Marathon County Public Library programs- Wausau: Intro to Online Job Searching, “Badger Aces” with Mike O’Connor; Rothschild: The Unwanted Houseguest-Learn More About Radon
<https://wausaupilotandreview.com/2023/01/05/marathon-county-public-library-programs-21>
- Historical Society opens gate to next History Speaks, Chats events
<https://wausaupilotandreview.com/2023/01/05/historical-society-opens-gate-to-next-history-speaks-chats-events>
- January 12- Marathon County Public Library programs- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Shattering Boomerang; Wausau: Make a Light-Up Headband!, Teen Book Tasting; Hatley: Craft Stick Winter Animals
<https://wausaupilotandreview.com/2023/01/12/marathon-county-public-library-programs-22>
- January 17- Marathon County Public Library programs- Wausau: Friends of MCPL Members-Only Book Sale, MCPL Movie Night-“Where the Crawdads Sing;” Rothschild: 3D Paper Snowflakes
<https://wausaupilotandreview.com/2023/01/17/marathon-county-public-library-programs-23>
- January 19- Marathon County administrator names nominees for Library Board (Library Director, Leah Giordano; Marathon County Administrator, Lance Leonhard)
<https://wausaupilotandreview.com/2023/01/19/marathon-county-administrator-names-nominees-for-library-board>
- January 21- Historical Society readies for next History Speaks event
<https://wausaupilotandreview.com/2023/01/21/historical-society-readies-for-next-history-speaks-event>
- January 24- Marathon County Public Library book clubs: February- Athens: Book Club-“All Adults Here;” Edgar: Book Club-“Uncommon Type;” Hatley: Book Club-“The Seven Husbands of Evelyn Hugo;” Marathon City: Book Club-“Black Cake;” Mosinee: Book Club-“What You Wish For;” Rothschild: Book Club-“Apples Never Fall;” Spencer: As the Page Turns Book Club-“The Lager Queen of Minnesota;” Stratford: Book Club-“The Lincoln Highway”
<https://wausaupilotandreview.com/2023/01/24/marathon-county-public-library-book-clubs-february-4>
- January 25- Marathon County Public Library sets February story time schedule- Wausau: Bouncing Babies Story Time, Family Story Time, Tales for Tots, Play & Learn; Athens: Family Story Time; Edgar: Family Story Time; Hatley: Family Story Time; Marathon City: Family Story Time; Mosinee: Family Story Time; Rothschild: Family Story Time; Stratford: Family Story Time
<https://wausaupilotandreview.com/2023/01/25/marathon-county-public-library-sets-february-story-time-schedule>
- Friends of Library book sale coming up
<https://wausaupilotandreview.com/2023/01/25/friends-of-library-book-sale-coming-up-2>
- January 26- Marathon County Public Library programs- All Locations: Tween Writing Group; Wausau: Book Bowl-The Prequel, Elephant & Piggie Party, Pokémon Club; Edgar: Moon Phase Puzzle Project; Hatley: Pasta Snowflakes; Mosinee: Crafts & Games Social Hour; Rothschild: LEGO Block Party, DIY Egg Carton Jellyfish
<https://wausaupilotandreview.com/2023/01/26/marathon-county-public-library-programs-24>

The Wausau Sentinel

- January 3- Library featuring thimble bouquet pendants for the adult grab-and-go January crafting project

- <https://www.wausausentinel.com/p/library-thimble-pendants-january-project>
 January 22- Library sets next free movie night for Thursday
<https://www.wausausentinel.com/p/library-sets-next-free-movie-night-thursday>

Materials

Youth

	2023 Annual Budget	Rollover from 2022	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 2/3/2022	% Spent
Juvenile Audiobooks	\$9,000.00	\$0.00	\$9,000.00	\$750.00	\$9,000.00	\$0.00	0%
Juvenile CDs	\$500.00	\$0.00	\$500.00	\$41.67	\$500.00	\$0.00	0%
Juvenile DVDs	\$8,500.00	\$22.48	\$8,522.48	\$708.33	\$8,243.24	\$279.24	3%
Juvenile Video Games	\$2,300.00	\$30.68	\$2,330.68	\$191.67	\$2,330.68	\$0.00	0%
Young Adult Audio Books	\$1,650.00	\$70.35	\$1,720.35	\$137.50	\$1,650.00	\$70.35	4%
Juvenile e-books	\$1,500.00	\$0.00	\$1,500.00	\$125.00	\$1,500.00	\$0.00	0%
Youth AV Subtotal	\$23,450.00	\$123.51	\$23,573.51	\$1,954.17	\$23,223.92	\$349.59	1%
Juvenile Fiction	\$25,500.00	\$55.72	\$25,555.72	\$2,125.00	\$23,578.71	\$1,977.01	8%
Juvenile NonFiction	\$27,500.00	\$57.47	\$27,557.47	\$2,291.67	\$26,395.41	\$1,162.06	4%
Juvenile Picture Books	\$30,000.00	\$104.35	\$30,104.35	\$2,500.00	\$28,932.69	\$1,171.66	4%
Juvenile Spanish	\$1,400.00	\$0.00	\$1,400.00	\$116.67	\$1,419.95	-\$19.95	-1%
Juvenile Standing Order Print	\$7,500.00	\$0.00	\$7,500.00	\$625.00	\$6,212.68	\$1,287.32	17%
Young Adult Fiction	\$12,000.00	\$43.96	\$12,043.96	\$1,000.00	\$11,217.02	\$826.94	7%
Young Adult Graphic Novels	\$3,500.00	\$142.16	\$3,642.16	\$291.67	\$3,125.22	\$516.94	14%
Young Adult NonFiction	\$3,400.00	\$0.00	\$3,400.00	\$283.33	\$3,155.61	\$244.39	7%
Youth Print Subtotal	\$110,800.00	\$403.66	\$111,203.66	\$9,233.33	\$104,037.29	\$7,166.37	6%
Youth Services TOTAL	\$134,250.00	\$527.17	\$134,777.17	\$11,231.43	\$127,261.21	\$7,515.96	6%

*Column D represents the amount of money we asked to be rolled over before any 2023 invoices were paid but after all 2022 invoices were paid.

**Columns G, H, and I will not accurately reflect the free balance until the 2022 money has been rolled

over.

Adult

	2023 Annual Budget	Rollover from 2021	Total w/carryover	Monthly Allotment	Free Balance	Spent as of Feb. 3, 2023	% Spent	
Adult Audiobooks	\$12,000.00	\$549.01	\$12,549.01	\$1,090.91	\$11,192.62	\$807.38	6.73%	Adult Audiobooks
Adult Music CD	\$5,500.00	\$699.42	\$6,199.42	\$500.00	\$5,019.57	\$480.43	8.74%	Adult Music CD
Adult DVD	\$17,500.00	\$1,043.69	\$18,543.69	\$1,590.91	\$15,103.39	\$2,396.61	13.69%	Adult DVD
Adult Video Games	\$1,550.00	\$119.98	\$1,669.98	\$140.91	\$1,340.03	\$209.97	13.55%	Adult Video Games
Adult AV Subtotal	\$36,550.00	\$2,412.10	\$38,962.10	\$3,322.73	\$32,655.61	\$3,894.39	10.65%	Adult AV Subtotal
Adult Paperbacks	\$3,035.00	\$164.63	\$3,199.63	\$275.91	\$3,035.00	\$0.00	0.00%	Adult Paperbacks
Adult Paperbacks S.O.	\$2,415.00	\$0.00	\$2,415.00	N/A	\$2,415.00	\$0.00	0.00%	Adult Paperbacks S.O.
Adult Fiction	\$47,000.00	\$429.81	\$47,429.81	\$4,272.73	\$40,968.46	\$6,031.54	12.83%	Adult Fiction
Adult LT Fiction	\$7,500.00	\$74.55	\$7,574.55	\$681.82	\$6,780.44	\$719.56	9.59%	Adult LT Fiction
***Adult LT S.O.	\$6,000.00	\$0.00	\$6,000.00	\$545.45	\$5,404.02	\$595.98	9.93%	***Adult LT S.O.
Adult Non-fiction	\$67,000.00	\$2,592.19	\$69,592.19	\$6,090.91	\$60,978.67	\$6,021.33	8.99%	Adult Non-fiction
Adult Non-fiction S.O.	\$2,000.00	\$0.00	\$2,000.00	N/A	\$2,000.00	\$0.00	0.00%	Adult Non-fiction S.O.
Adult Biographies	\$12,000.00	\$336.33	\$12,336.33	\$1,090.91	\$10,982.35	\$1,017.65	8.48%	Adult Biographies
Adult Spanish	\$750.00	\$66.43	\$816.43	\$68.18	\$750.00	\$0.00	0.00%	Adult Spanish
Adult Hmong	\$750.00	\$0.00	\$750.00	\$68.18	\$750.00	\$0.00	0.00%	Adult Hmong
Overdrive - ebooks	\$15,000.00	\$0.00	\$15,000.00	\$1,363.64	\$14,148.17	\$851.83	5.68%	Overdrive - ebooks

Adult Print Subtotal	\$163,450.00	\$3,663.94	\$167,113.94	\$14,859.09	\$148,212.11	\$15,237.89	9.32%	Adult Print Subtotal
Adult Services TOTAL	\$200,000.00	\$6,076.04	\$206,076.04	\$18,181.82	\$180,867.72	\$19,132.28	9.57%	Adult Services TOTAL

Support Services Statistics & Activities

Circulation Team

- New library card applications processed by the Circulation Team: 104
- Circulation total for Wausau First Floor: 27,868
- Ashley H processed 191 Interlibrary Loan items
- January Passports News:
 - 31 Adult Passport Books
 - 19 Minor Passport Books
 - 5 Card and Book

The MCPL Passport team accepted a total of 55 passport applications accepted at \$35.00 ea. and 75 photos were taken at \$10.00 each for a total of \$2,675.00 recorded. We also assisted with 18 renewal applications.

- 1/4/23 Jeff P sent in the annual Passport Facility recertification
- Leads meetings with Director or Support Services Manager 1/11/23, 1/17/23, and 1/31/23.
- 1/16/23 Kitty R updated the display, created a PowerPoint, and worked the MCPL table at the Imagine 23 Expo to expand knowledge of library services to the county employees.
- 1/31/23 Olivia B met with Library Services Manager and team members to create a Dungeons and Dragons 2023 summer program for Young adults.
- Erin Q completed the annual periodical purge of 1,800+ magazines from 2021. She also updated the periodical spreadsheet for 2023.
- Olivia B is working with Jailin P update the Banning and Behaviors spreadsheet.
- Olivia B has recreated the Missing Items/Damage slip packet to be sent to the branch libraries, and also created a template for easy copy/paste replies to library card applicants.
- Staff began distributing COVID test kits at the circulation desk.
- Staff were trained on how to use Teller to accept payments.
- Two patrons were banned from the library over the course of the month due to policy violations.

Support Services Team

- Staff from multiple teams (including Support Services) met to discuss the financial side of our acquisitions and processing workflows. This is the first in a series of several related meetings to evaluate our acquisitions processes from start to finish in order to share knowledge and find opportunities for improvement.
- The team helped to cover various duties due to staff absences.
- Further cost/benefit analysis of materials processing procedures and public service point coverage optimization is underway.
- Baker & Taylor's services were functioning as normal over the course of the month.
- Staff were trained on how to use Teller to accept payments.

- The faded label replacement project has continued.
- Staff attended the meeting of the V-Cat Bibliographic/Interface Committee, to discuss (among other things) the ongoing effort to improve the catalog's handling of diacritics.
- Chris L reviewed staff feedback on the prior month's ILS Demonstrations.
- Dawn L refined our records regarding serials distribution to branches, and coordinated the renewal of subscriptions.
- Circulation total for Wausau Drive-Through Window: 1,935

Page Team

- Seasonal Christmas/Hanukkah/Kwanzaa items were sent back to Wausau throughout the month. Ollie ensured items were switched over to the Wausau storage collection.
- The page team assisted Erin Q. from the circulation team in the annual yearly magazine purge.
- The page team said goodbye to long-time page Kali E. on January 7th.
- The page team welcomed two new pages during January, Mohammad M. and Maggie K. They are both settling in.
- The page team completed the "Missing & Missing in Inventory report for November 2022" and "Missing & Missing in Inventory report for Quarter 3 of 2022" and we found two items.
- Ollie gave the Page Orientation to Allycia, a new team member on the Library Services Team, on January 12th.
- Ollie attended a meeting for the Social Engagement Committee on January 13th so she could help run a session for the County's MLK Day On event.
- Ollie participated in the reconsideration committee for the book "Perks of Being a Wallflower".
- The page team assisted Support Services in relabeling adult non-fiction 700's and the Wisconsin collection.
- Ollie helped on the circulation desk and the reference desk throughout the month.
- The page team shelved approximately 27,325 items during the month of January.

Information Technology

- Used the new drive cloner to replace the hard drives on the computers utilizing Genetec software to monitor our security cameras. This upgrade to 1TB Solid State Drives from 500GB Hard Disk Drives, along with increasing the RAM to 16 GB has greatly improved the performance of these computers.
- Web Help Desk is here! We have rolled out our new Web Help Desk system to provide better IT support to MCPL. Staff can generate tickets easily and automatically and by emailing our IT support address.
- The Cisco switch for the Hatley branch has arrived. Once configured, this device will allow us to move to a fiber connection for internet at the Hatley branch.
- Wi-Fi Hotspots have been deployed and are available for checkout. There are 2 available at each MCPL location for a total of 18 devices. Conditions for checkout are outlined in the User Agreement that the patron will need to sign prior to checkout.
- Several projects remain ongoing:
 - Map the MCPL network and Servers
 - Continued inventory and logging of technology devices.
 - Continued organization of the IT work area and server areas.
 - Creating technology tutorials for staff.
 - Computer monitor Inventory and pairing with computer inventory.
 - Create a technology replacement schedule for all MCPL devices and software services.
 - Create a technology budget.
 - Investigate what needs to be done to continue outdoor Wi-Fi antennae installation at

remaining branches.

- Athens:
- *Edgar: Installed*
- Hatley: Pending install
- Marathon City:
- *Mosinee: Installed*
- Rothschild: Need written permission to install
- Spencer:
- *Stratford: Installed*
- Additional projects are on the horizon:
 - Plan a deployment date for Windows 11
 - Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.

Branch Statistics & Activities

Athens Monthly Report

Events and Programs

- Thimble Bouquet Pendant: Adults and teens took and enjoyed 2 kits this month.
- Shattering Boomerang: Children took and enjoyed 24 kits this month.
- Book Club: This month the Athens Book Club read *Cloud Cuckoo Land* by Anthony Doerr. Book club met on January 10 but 0 patrons attended.
- Upcoming Programs: The Athens Book Club will be reading *All Adults Here* by Emma Straub for February. Book Club meets on Tuesday, February 14 at 2:00pm in the Board Room of the Athens Village Hall. Story Time occurs in Athens on a weekly basis on Mondays from 10:30am-11:00am. The week of February 20th is Solar Week in Athens. Patrons are encouraged to come by and make a sun dial, check out books about the sun, and pick up some directions for more sun crafts at home.

Circulation Statistics

- Athens had a total of 0 curbside appointments in the month of January.
- In January, Athens circulated a total of 1,894 items. This is a 42.62% increase from January of 2022. In 2023 year-to-date, Athens has circulated 1,894 items. This is a 42.62% increase from 2022.

Library News

- This month's adult displays included "1st Month of the Year, 1st in a Series" featuring a books that were the start of a series, and "Clean Slate" showcasing nonfiction books on getting organized for the new year.
- We had a small juvenile display of books to read if patrons enjoyed the Percy Jackson books.
- In the children's section, we are displaying books about snow.
- Nikki did a read-aloud for a school group this month.
- The children's section has a new display in the nonfiction section called "Dewey Number of the Week" and kicked off the display by showcasing cookbooks for kids.
- Nikki weeded the juvenile fiction picture books.

Facilities

- Shahara covered in Athens while Nikki helped out at Edgar, Mosinee, and Rothschild.
- Nikki attended the Branch Coordinator Meeting this month.
- Nikki attended the 2023 Imagine Staff Development Day in person, and Shahara attended the event virtually.
- We reorganized labeled our magazine section to accommodate for 2 new magazines that Athens

will be receiving.

Edgar Monthly Report

Events and Programs

- Grab n Go crafts, 6 adult Thimble Bouquet Pendants, and 8 Children's Shattering Boomerangs.
- Book club discussed the book "When You Reach Me" and met independently with no library facilitator, 2 people.
- Story time was held on the 3rd with 0 patrons and the 17th with 5 kids and 3 adults
- There were 0 curbside pickups for the month.

Circulation Statistics

- The circulation statistics for the month of January were 1,418 items checked out. This is a 6.70% increase for the same month last year. A total of 1,418 items have been checked out so far this year. This is a 6.70 % increase from 2022.

Library News

- Lisa filled in at Edgar on the 6th
- Heather B. filled in at Edgar on the 13th
- Hannah attended the Imagine 2023 event on the 16th
- Hannah attended the Branch Coordinator meeting held in Wausau on the 20th
- Myths, Fables, and fairy tale creatures display was put up with coloring and activity sheets

Facilities Updates

- Lost power to the building on the 25th resulting in early closure, issue was fixed by the following morning

Hatley Monthly Report

Events and Programs

- Book Club – "One of Us is Lying" by Karen McManus had 8 participants. We found out later in the month that one of our ladies passed away unexpectedly ☹️ She will be greatly missed.
- Grab N Go programs
 - Grab n Go - Thimble Bouquet Pendant – we have given out 13 kits so far with one remaining for the quarter.
 - Grab n Go - Shattering Boomerang – we have given out 13 kits so far with 17 remaining for the quarter.
- Story Time is held weekly on Tuesdays @ 10:30a
 - January 3rd we did "New Books" and had 2 participants
 - January 10th we did "Snow" and had 2 participants
 - January 17th we did "Wisconsin" and 0 participants
 - January 24th we did "Winter Animals" and had 7 participants
 - January 31st we did "Shadows/Groundhog's Day" and had 8 participants
- Popsicle Stick Winter Animals on January 24th where participants got to make either a Moose, Penguin, or Polar Bear. We had 12 participants during the event and had enough supplies left over to give out 9 pre-made kits as Grab N Gos
- Book Club on February 14th will be "The Seven Husbands of Evelyn Hugo"
- Grab N Go Crafts – Thimble Bouquet Pendant and Shattering Boom-a-Rang – just have on hand what was left from January
- Pasta Snowflakes on February 10th
- Story Times are back to being EVERY Tuesday morning at 10:30a

Circulation Statistics

- Hatley circulated 1,790 for the month of January. This is a 25.35% increase. Year to date is 1,790

items. This is a 25.35% increase from last year.

Library News

- Robin attended MLK Day On
- Julie G helped cover an emergency shift
- Katie E helped cover a last minute shift
- Heather helped cover a shift in Edgar
- Robin helped cover a shift in Rothschild
- Heather attended her first Zoom meeting for the PBS learning Cohort
- We continue to send in items to be labeled and cleaned
- Heather was able attend the Branch Coordinator meeting virtually
- Inventory has been started for the year

Facilities Updates

- None to Report

Marathon City Monthly Report

Events and Programs

- Book Club: Megan and 12 patrons had a lively and thoughtful discussion of the book *Before We Were Yours* by Lisa Wingate. 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, February 13th with a discussion of the book *Black Cake* by Charmaine Wilkerson.
- During the month of January, all MCPL branches offered special Grab & Go kits for children, teens and adults. We gave out 45 of the children's Shattering Boomerang kits. The teen/adult kits were Thimble Bouquet Pendants. We distributed 15 of those.
- Story Time: We began offering regular story time programs on January 5. These programs are held on Thursday mornings at 10:30 am. We have had a very slow start, but are hoping families will discover our fun-filled story time again. A total of 2 adults and 4 children attended the 4 story times we offered in January-one of the events was cancelled due to bad weather and no schools. We hope to grow the attendance moving forward to the strong, consistent numbers we had prior to COVID. We working on ways to market this event to attract more participating families.
- The 4K classes from St. Mary's School made their monthly visits again on January 11th and 12th. Lisa read stories and led some songs. The students also got a chance to check out a book by themselves. Two teachers and 10 students visited each day.
- On Monday, January 9 we hosted a Common Scams & Frauds event. Jeffrey Kersten, agency liaison with Wisconsin's Bureau of Consumer Protection, presented valuable information to 6 attendees.
- In the month of February, we will offer our monthly book club and our weekly story time events. The 4K from St. Mary's will also make its monthly visit.

Circulation Statistics

- Marathon circulated 2,354 items during the month of January, which is a -0.34 % decrease from this time last year. So far in 2023, Marathon has circulated 2,354 items. This is a -0.34% decrease from last year.

Library News

- Lisa participated in the county MLK day on event on January 16 and the hybrid coordinator's meeting held on January 20.

Facilities Updates

- Nothing to report at this time.

Mosinee Monthly Report

Events and Programs

- This month's Grab and Go craft kits included 48 shattering boomerang kits for children and 6 kits for adults handed out throughout the month.
- The first session of our new, monthly Yarn and Games Social Club did not bring in any patrons, and neither did Family Story Time on the 11th or the 25th. We will be adjusting the Story Time program time to see if that brings in patrons, before changing it to special event Story Times only in order to build back our patron base. We also have had a survey box in the children's section asking patrons what time they'd prefer to have Story Time, but unfortunately all the answers have either been when we are closed or when it is impossible to have staff overlap because of our operational hours switching to include Saturdays.
- Book Club brought in 6 adults, including one new member on the 23rd.
- Passive Programs: This month we had around 70 patrons put together 2 puzzles in honor of Puzzle Day on the 29th. We also held a passive craft program the first week in January to help patrons kick off the New Year with a new healthy habit: journaling. Although no patrons joined us during the scheduled event, 6 patrons made notebooks throughout the month, which featured a binding machine generously supplied by WVLS along with general craft supplies. The majority of patrons though preferred our old format of taking supplies home in a 'grab and go' kit so they could take their time creating their personalized journals with 10 kits taken by the end of the month along with 11 of the total in person patrons grabbing an assortment of the available supplies to take home.
- Upcoming Programs: We will continue with our monthly Yarn and Games Social Club, which will feature crochet and knitting supplies along with plenty of puzzles and games for patrons to socialize over. Book Club and Family Storytime will continue as well, with our first Family Story Time offering in the afternoon. We hope this new time helps patrons utilize this program again.

Circulation Statistics

- Mosinee circulated 2,447 items in January 2023. This is a 6.81% increase. Mosinee has circulated 2,447 items in 2023. This is a 6.81% increase.

Library News

- Displays: We featured our oversized collection for our largest display, along with science fiction books for our adult fiction "take me to your reader" display. The fireplace held craft books in honor of International Creativity Month, and historical fiction books were featured for a "go back in time with a good book" display in our juvenile fiction section. Behind our circulation desk we told patrons to "perk up with a 'grate' book that's totally your jam", with pictures alluding to our play on words.
- Curbside services continued throughout the month with 6 requests. One of our regulars who relies on this service brought staff flowers as a thank you for this vital continued service.
- Staff continued sending in items that needed new spine labels, and appreciate all the hard work Support Services is doing!
- We continue to host artwork from the Mosinee School District, and should be changing our installment soon.
- Katie attended Imagine 2023, the county-wide staff enrichment day on the 16th.
- Sarah attended the Branch Coordinator meeting on the 20th.
- A preliminary weeding list was provided for adult fiction on the 24th, and staff sent in items promptly.
- Special thanks to Katie, MJ, and Nikki for covering the Mosinee Branch several times this month!
- Katie covered at the Hatley Branch as well.

Facilities Updates

- We are still waiting on A&A Lock Services to redo our entrance locks.
- We are still investigating adding a handrail to our handicap ramp outside the Second Street entrance, which has been requested by several patrons in our community to help allow access to

- all into the building.
- We are still waiting to hear on the possibility of getting new windows.
- Sarah put in a call to OTIS Elevator regarding our elevator button that continues to stick and they were able to respond within a few hours on the 27th. The elevator wasn't replicating the issue while the technician was present though, so he cleaned the parts and instructed staff to call again when it happens and leave it with the flashing button and doors opening/closing, so he can determine if the issue resides in the panel or the button itself, although the button was replaced a few years ago. The safety of the elevator is not affected for this issue.

Rothschild Monthly Report

Events and Programs

- We handed out 50 grab-and-go shattering boomerang craft kits for kids and 20 grab-and-go thimble bouquet pendant craft kits for adults.
- Currently, story time is scheduled for every other Tuesday. In January, we had 27 participants.
- In January, book club met and 5 members discussed *The Rose Code* by Kate Quinn. In February, the club will discuss *Maid: Hard Work, Low Pay, and a Mother's Will to Survive* by Stephanie Land. In January, our Newbery Book Club held their last meeting. One patron stopped by to discuss *The One and Only Ivan* by Katherine Applegate.
- 5 patrons attended an educational adult program called "The Unwanted Houseguest: Learn More about Radon" presented by an educator from the health department.
- Lego Block Party restarted and 22 participants were thrilled to use their imaginations and build interesting creations in the library. We also held a craft day for kids where we made yarn art snowflakes and a craft night for adults where we made large 3D snowflake decoration.
- In January, we had various book displays including books about ice skating, "New Year | New Books," and "What Would Mr. Dewey recommend for your new year's resolution?"

Circulation Statistics

- In January, Rothschild circulated 7,544 items. This is -0.62% decrease from last year. In 2023, Rothschild circulated 7,544 items. This is -0.62% increase from last year.
- We had 0 curbside pickups.

Library News

- Rothschild staff completed many collection maintenance tasks. We weeded the J nonfiction, adult paperbacks, and the YA fiction collections. We also removed the 2021 DVD stickers and pulled and sent in the 2021 magazines.
- Many MCPL staff members covered shifts in Rothschild this month. We greatly appreciate all of the help!
- Laura and Julie attended the all-county 2022 Imagine training.
- Laura attended the branch coordinator meeting on 1/20 and the program committee meeting on 1/30.

Facilities Updates

- Stephanie M. arranged to have the carpets cleaned.

Spencer Monthly Report

Events and Programs

- "Cribbage At The Library" was held on January 10th with 13 adults enjoying the game of cribbage. We had six new members this month, all from Marshfield.
- Spencer's Book Club cancelled their monthly meeting this month due to bad road conditions.
- On January 11th, the Kindergarten classes from Spencer Elementary School came to the library. Audrey read them two stories and then they were allowed to check out one item each. 27 were at the library.

- Grab N Go for children was offered in January. The craft will now be offered on a quarterly basis. For children the “Shattering Boomerang” was a huge hit with all 18 of our crafts be taken in January.
- Grab N Go was also offered for adults, and will also be a quarterly craft. The “Thimble Bouquet Pendant” was well received as all 10 crafts were handed out in January.

Circulation Statistics

- Spencer has circulated 1,052 items in the month of January. This is a decrease of 6.24%. Spencer has circulated 1,052 items in 2023. This is a decrease of 6.24%.

Library News

- Audrey covered in Stratford on January 11th while MJ did Storytime.
- Spencer started their 2023 inventory in January.
- On January 16th, Audrey attended the county wide day, “Imagine” event. The day started off with a very interesting keynote speaker and from there we broke into sessions of our choice.
- On January 20th, Audrey attended the virtual Branch Coordinator meeting.
- Books were again sent to Wausau to have the spine labels redone.
- Audrey and Lue worked on changing the children books from the new section to the regular shelving area.
- The 2021 magazines were pulled from the magazine shelves. The educational, craft type magazines were sent to the Friends of the Library for their book sale, while the others were put in the recycle bin.
- Spencer had a Young Adult hit the 100 Books Before Graduation mark on January 30th. I presented her with an Amazon Gift Card.

Facilities Updates

- The Spencer Fire Department did an inspection of our fire extinguisher.
- The Village of Spencer continues to keep our sidewalks and parking lot salted and plowed. The sidewalk is also shoveled and salt spread when needed.

Stratford Monthly Report

Events and Programs

- We moved from biweekly to weekly Family Story Times in January. A total of 68 children and adults attended these Wednesday morning programs this month. The story times included books, songs, crafts, and flannel board stories all highlighting various colors.
- Jeffrey Kersten, from the Wisconsin Consumer Protection Bureau, held the class Common Scams & Frauds at our branch on Jan. 9. Four people attended.
- Our Book Club met on Jan. 18 to discuss The Quiet Season by Jerry Apps. Ten people attended.
- Ten children from St. Joe’s P-K visited the library for a story time and book check-out on Jan. 11.
- St. Joe’s 1/2/3rd graders visited the library for book check-out on Jan. 9 and 23. A total of 14 students and 2 adults attended.
- St. Joe's 4th and 5th grade classes visited the library and checked out books on Jan. 6 and 27. A total of 2 adults and 12 children visited.
- St. Joe's 6-8th grade classes visited the library and checked out books on Jan. 6 and 27. Twenty-six young adults and two adults visited.
- Thirty-three patrons stopped by the Stratford Branch in January to pick up the *Shattering Boomerang* craft kit for kids offered through MCPL.
- Three patrons enjoyed the *Grab & Go: Floral Thimble* craft kit offered for adults and teens through MCPL in January.
- Twenty-five children and pre-teens participated in a Pete the Cat Self Directed Activity.

Circulation Statistics

- We circulated 1,932 items in January. This is a 1.95% increase from last year. So far in 2023, we circulated 1,932 items. This is a 1.95% increase from 2022.

- We had 0 curbside pick-up requests this month.

Library News

- We provided two book displays for adults: New Year, New Genre! featured books of various styles while Soup's On showcased great cookbooks filled with delicious soup recipes.
- We switched over our outdoor Grinch scarecrow into a Pete the Cat scarecrow. We displayed some Pete the Cat books with it and took photos for our library's social media channels.
- Audrey kindly provided coverage during Story Time while Darla was out on Jan. 11.
- MJ covered Darla's shift on Jan. 13 and 14.
- MJ subbed in Rothschild on Jan. 30.
- MJ attended the Imagine 2023 staff enrichment day on Jan. 16.
- MJ attended the Jan. 20 Branch Coordinator Meeting.
- State Tax forms have arrived, so we have put together a display available for the public.
- We sent in books to Support Services for relabeling.
- We removed the 2021 DVD stickers and pulled and sent in the 2021 magazines.
- We began inventory for 2023.

Facilities Updates

- The Village Department of Public Works put in a temporary ramp to ensure safety outside our front door where the cement slab has settled. A more permanent solution is being planned.
- The Village also began repairs on the ceiling fan in the women's bathroom and replaced lightbulbs inside the library.

**Thank you to Stephanie, Katelyn, Laura, Alexander, Dan, Taylor, Chad, David, Team Leads and Library Coordinators for this month's contributions!*

Annual Meeting Minutes
Friends of the Marathon County Public Library
January 22, 2022

The meeting was called to order at 2:00 by President Sharon Behle. Sharon introduced the Friends Board Members. There were 17 people in attendance, including the Board, other Friends and members of the public.

Approval of the Minutes:

A motion was made and seconded to approve the minutes of the January, 2021 annual meeting. The motion was carried.

Treasurer's Report

Treasurer's Report was presented by Treasurer John Ash. A motion was made and seconded to approve the Treasurer's Report. The motion was carried.

President's Report of 2021 Activities

The first post-pandemic 4-day book sales were held in August and November. Pandemic protocols regarding the number of people allowed in the sale room at one time, the use of masks and hand sanitizer, etc. were strictly followed for the health and safety concerns for patrons and volunteers. Restrictions were lifted as the County/Library protocols were revised.

Beginning, June 26th, Friends members only book sales were held on the 3rd Saturday of every month from 9:30 – 3:30. Interest and participation in these sales increased revenues as well as our membership numbers.

Memberships – as of the end of 2021, there were 309 members. Over 1/3 of our members generously donated their 2021 dues despite knowing that their 2020 memberships were extended through 2021. knowing if the Friends Book Sales events would be occurring due to the restrictions of the pandemic.

Library Director's Report

Leah Giordano shared a summary of how the library activities have been restricted by pandemic protocols. However, she focused attention on some of the activities that the staff were able to adapt to keep patrons involved including special kits for kids. A display was available for meeting attendees to see some of the Friends efforts to support the library during this period.

Adjournment: The meeting Adjourned at 3:00 p.m.

Kathy Olson
Secretary

MCPL Friends Board Meeting Minutes November 28, 2022

Call to Order:

The meeting was held in the MCPL 2nd floor boardroom and was called to order on Monday, November 28th at 4:30p.m. by President Sharon Behle.

Board Members Present: Sharon Behle, Mike Blick, Don Haney, Kathy Olson, Ruth Tress, Darla Witz, and MCPL Director, Leah Giordano

Officer's Reports:

President:

- **Slate of Nominees to be voted on at Annual Meeting:**
 - President – Ruth Tress
 - Vice President – Darla Witz
 - Treasurer – Marc Carlson
- Sharon Behle will remain an active member of the board. Don Haney, Mike Blick and Kathy Olson will continue in their respective board positions. Theresa Graveen and Randy Jesse will serve as members-at-large.

Approval of Minutes:

Minutes from the September 25, 2022 meeting were approved.

Treasurer Report: In John's absence, the treasurer's report was presented by Sharon. It was approved as presented.

Membership Report: Don Haney reported that we have 348 members which is the highest number since 2010 which closed at 332. In 2022, there were 140 new memberships. This growth is attributed to the introduction of Saturday, 'Members-only' book sales.

Publicity Report: Nothing new to report at this time.

Old Business:

- **Book Sale Committee** – met prior to November Board Meeting.
 - 103 letters sent to 103 members who, at the time they initially joined or renewed their memberships, indicated interest in volunteering at the book sales. The back of the letter included general book sale information to help volunteers know when the 2023 events would.
 - Responses will be forwarded to Mike Blick for entry into the SignUp Genius Program that will give us a more efficient way of staffing our book sales.
- **Gift Certificate Program** - The details of the gift certificate program were discussed. A clarification will be added to the existing gift certificate spelling out when and where they can be redeemed.
- **Book Sales Room** – discussed potential layout changes and reorganization of certain areas for convenience and aesthetics.

- **Leah Giordano - Program Budget:**

- Leah presented '2023 Friends Programming Budget Request' to the Board. The final request total is \$14,845.
- As was noted at the September meeting, the approved dollar amount should be in the library account before January 4th, 2023.
- A Board member asked if this budget was too tight. Leah stated that if a great opportunity comes their way they will request additional funds. They hope to do more programs in remote locations. They also get grants from other sources.
- Allocation Summary:
 - Youth Services programs - \$3,270
 - Summer Library Program - \$7,000
 - Adult Services - \$2,975
 - 8 branch libraries - \$200 each (\$1,600)

New Business:

- **To be scheduled for 2023**
 - Updating of bylaws
 - Updating of Board Member Descriptions and Organization Chart
 - Status clarification of 501c3, and other tax related designations.
- **Annual Meeting Letter and agenda** need to be sent out no later than January 9th.

Adjournment:

The meeting was adjourned at approximately 5:00 p.m. The next meeting will be Saturday, January 28, 2023 from 1:00 – 2:00 p.m. and followed from 2:00 – 3:00 p.m. by the Friends Annual Meeting. Both meetings will be held in the 2nd floor meeting room.

WISCONSIN VALLEY LIBRARY SERVICE

Board of Trustees Meeting

November 19, 2022

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 February 18, 2023.

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

Present

Tom Bobrofsky, President
Pat Pechura, Vice-President
Mike Otten, Treasurer
Sonja Ackerman, member
Jim Backus, member*
Jessica Bennett, member*
Louise Olszewski, member
Diane Peterson, member
Judy Peterson, member
Kari Sweeney, member

Others Present

Marla Sepnafski, WVLS Director
Susie Hafemeister, WVLS staff
Jamie Matczak, WVLS staff*
Brenda Walenton, WVLS staff
Kris Adams Wendt, WVLS staff*
Katie Zimmermann, WVLS staff*

Excused

Paul Knuth, member
Eileen Gruneth, member
Christy Janczewski, member
Mandy Wright, member

Vacant

Marathon County representative

*denotes remote attendance

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

CONSENT AGENDA APPROVAL:

Item 9 regarding 2022-2023 LSTA grants was moved up the agenda to follow Item 5 Reports.

Pechura/D. Peterson motion to approve the agenda as amended. All aye. Motion carried.

APPROVAL OF MINUTES (Exhibit 1):

Under **CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES** the sentence “**Olszewski** mentioned the Withee Public Library now has an Automated External Defibrillator on the premises” was amended to read “**Olszewski** mentioned the Withee Public Library has ordered an Automated External Defibrillator for the premises.”

Ackerman/Olszewski motion to approve minutes from the September 17, 2022 WVLS Board meeting as corrected. All aye. Motion carried.

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

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

REPORTS:

Resource Library (Exhibit 8): The Resource Library Report includes the agenda and Director’s Report for the upcoming November 21, 2022 MCPL Board of Trustees meeting, as well as agendas and minutes from September and October 2022. **Sweeney** gave updates regarding inquiries about reconsideration of library materials received by MCPL and 2023 library budget discussions with the Marathon County Board of Supervisors.

MCPL Expectations Assessment: WVLS Report for Third Quarter (Exhibit 9): **Sepnafski** drew the boards' attention to the third quarter report which she delivered to the MCPL Board on September 19 along with an executive summary of information provided to date and an additional presentation by **Matczak** on WVLS continuing education opportunities. The final report on December 19 will include a cost benefit analysis.

ARSL Conference (Exhibit 10): **Matczak** presented scholarship reports from the 2022 Association for Rural & Small Libraries (ARSL) Conference held on September 14-17, 2022 in Chattanooga, TN submitted by **Laura Wood** (MCPL Rothschild), **Allison Puestow** (Tomahawk Public Library), **Maxx Handel** (Frances L. Simek Memorial Library, Medford) and **Carla Huston** (Jean M. Thomsen Memorial Library, Stetsonville).

WLA Conference (Exhibit 11): Board members **Bobrofsky, Ackerman, and Sweeney** shared information from the programs offered at 2022 Annual WLA Conference in Lake Geneva held on November 1-4. Exhibit 11 included reports from WVLS staff members **Matczak, Sepnafski, Walenton and Wendt**.

COLAND (Exhibit 12): **Otten** reported on the November 11, 2022 COLAND meeting held at L.E. Phillips Memorial Public Library in Eau Claire. Key discussion items included a report from the Network Development Subcommittee, and the LSTA Five-Year Plan for WI 2023-2027, and review of 2021-2023 COLAND Goals. Otten compared the Council on Library and Network Development to the tugboat steering the DPI ocean liner into harbor.

WVLS Director's Report (Exhibits 13, 13a, 13b, 13c): **Sepnafski** and other WVLS staff members in attendance took turns reviewing the items in [Exhibit 13](#), Exhibit [13a](#), [Exhibit 13b](#), and [Exhibit 13c](#) taking comments and questions. It was noted that WLA Library Legislative Day will be held in Madison on Tuesday, February 7, 2023. Board members were encouraged to congratulate their newly elected/re-elected legislators.

NWLS/WVLS Joint Consortium Exploration (Exhibit14): **Zimmermann** reported the grant for the WVLS/NWLS ILS Consortium Exploration has been awarded. The name selected for the project is Northern Wisconsin ILS Consortium Exploration (NICE). NICE Team members include: MCPL Library Support Services Manager **Alexander Johnson**, NWLS Database and Support Specialist **Gina Rae**, NWLS ILS Administrator **Jackee Johnson**, WVLS ILS Administrator **Katie Zimmermann**, Hayward Public Library Director **Molly Lank-Jones**, Minocqua Public Library Director **Peggy O'Connell**, WVLS Database and Support Specialist **Rachel Metzler**, Superior Public Library Director **Sue Heskin**, Rib Lake Public Library Director **Tammie Blomberg**, and Mercer Public Library Director **Teresa Schmidt**.

2022-2023 LSTA GRANTS (Exhibits 18,19, 20):

Ackerman/Olszewski motion to approve the NWLS/WVLS Cooperative Cataloging Memorandum of Understanding. All aye. Motion carried.

Pechura/Ackerman motion to approve the NWLS/WVLS Joint ILS Consortium Exploration Memorandum of Understanding. All aye. Motion carried.

Pechura/J. Peterson motion to approve the NWLS/WVLS WiLS Consulting and Facilitation Services Memorandum of Understanding. All aye. Motion carried.

2022 WVLS SALARY SCHEDULE REVISION – draft (Exhibit 15):

Walenton presented the revised WVLS Salary Schedule for discussion and approval.

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

TIME SHEET POLICY REVISION – draft (Exhibit 16):

Walenton presented the revised WVLS time sheet policy for discussion and approval.

Pechura/Otten motion to accept the changes as presented. All aye. Motion carried.

PERSONAL DAYS POLICY REVISION – draft (Exhibit 17):

Walenton presented the revised personal days policy for discussion and approval.

Pechura/J. Peterson motion to accept the changes as presented. All aye. Motion carried.

EAP PROPOSAL (Exhibit 21):

Walenton provided an overview of the Employee Assistance Program (EAP) proposal from Empathia, an employee benefit program that assists employees with personal and/or work-related problems that may impact their job performance, health, mental and emotional well-being, for review and approval.

D. Peterson/Olszewski motion to approve the Empathia EAP proposal for implementation as presented. All aye. Motion carried.

2023 WVLS LIBRARY ADVISORY COMMITTEE MEMBER APPOINTMENTS (Exhibit 22):

Matczak presented the 2023 LAC roster for approval.

Ackerman/Pechura motion to approve the 2023 WVLS LAC member appointments as presented. All aye. Motion carried.

2023 WVLS/V-CAT STEERING COMMITTEE MEMBER APPOINTMENTS (Exhibit 23):

Sepnafski presented the 2023 appointments to the WVLS/V-Cat Steering Committee. It was noted that the heading needed to be corrected to read “2023 Appointments” instead of “2022.”

Otten/Pechura motion to approve the 2023 WVLS/V-Cat Steering Committee appointments with the typo change. All aye. Motion carried.

2023 WVLS BOARD OF TRUSTEES NOMINATING COMMITTEE MEMBER APPOINTMENTS:

Bobrofsky appointed Sweeney, Olszewski and Ackerman to the 2023 Nominating Committee with Sweeney as chair. They will consult via email and report at the February 18 board meeting.

TEMPORARY APPOINTMENT OF PRESIDENT (BOBROFSKY), VICE-PRESIDENT (PECHURA), AND TREASURER (OTTEN) TO RETAIN DUTIES FROM JANUARY 1, 2023 THROUGH THE FIRST 2023 BOARD MEETING:

Ackerman/Sweeney motion to temporarily appoint President Bobrofsky, Vice-President Pechura and Treasurer Otten to retain their duties from January 1, 2023 through the first 2023 Board meeting. All aye. Motion carried.

CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES: Discussion ensued regarding new Clark Co. government relationship building initiatives, and the lack of affordable housing as a barrier to attracting qualified workers.

REQUEST FOR FUTURE AGENDA ITEMS: None noted.

Next meeting dates and conferences

WVLS V-Cat Council meeting – Thursday, February 2, 2023

WVLS Board of Trustees meeting – Saturday, February 18, 2023

ADJOURNMENT: Ackerman/Sweeney motion to adjourn. All aye. Motion carried. The meeting was adjourned at 11:45 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder

**I. GENERAL INFORMATION**

1. Name of Library Marathon County Public Library		2. Public Library System Wisconsin Valley Library Service			
3a. Head Librarian First Name Leah	3b. Head Librarian Last Name Giordano	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 08/30/2026	
6a. Street Address 300 N. First St.	6b. Mailing Address or PO Box 300 N. First St.	7. City / Village / Town Wausau	8a. ZIP 54403	8b. ZIP4 5405	9. County Marathon
10. Library Phone Number 7152617200	11. Fax Number (715)261-7210	12. Library E-mail Address of Director leah.giordano@co.marathon.wi.us			
13. Library Website URL www.mcpl.us		14. No. of Branches 8	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 82,700	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No		22. UEI Number CJBVG6GK66Q5	

HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	60		
19b. Number of winter weeks	52		
19c. Summer hours open per week	0		
19d. Number of summer weeks	0		
19e. Total weeks per year	52		
19f. Total hours per year for this location	3,120		

PUBLIC SERVICES COVID-19

Closed Outlets Due to COVID-19	No
Public Services During COVID-19	No
Electronic Library Cards issued during COVID-19	No
Reference Service During COVID-19	No
Outside Service During COVID-19	No
External Wi-Fi Access Added During COVID-19	Yes
External Wi-Fi Access Increased During COVID-19	Yes
Staff Re-Assigned During COVID-19	No

COVID-19 CLOSURES

Initial date closed due to COVID-19	First date reopened following initial COVID-19 closure
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Additional building closure and reopening dates, please describe



II. LIBRARY COLLECTION

	a. Number Owned / Leased	b. Number Added
1. Books in Print <i>Non-periodical printed publications</i>	306,127	21,670
2. Electronic Books <i>E-books</i>	171,212	
3. Audio Materials	22,461	1,305
4. Electronic Audio Materials <i>Downloadable</i>	68,744	
5. Video Materials	29,606	1,490
6. Electronic Video Materials <i>Downloadable</i>	0	
7. Other Materials Owned <i>Describe</i> Video games, Laptops, E-readers, Artwork, AV Equipment	969	
8a. Electronic Collections <i>Locally Owned or Leased</i>	7	
8b. Electronic Collections <i>Purchased by library system or consortia</i>	7	
8c. Electronic Collections <i>Provided through BadgerLink</i>	63	
9. Total Electronic Collections <i>Local, regional, and state</i>	77	
10. Subscriptions <i>Include periodicals and newspapers, exclude those in electronic format</i>	380	

III. LIBRARY SERVICES

1. Circulation Transactions		c. Circulation of Other Physical Items		2. Interlibrary Loans		
a. Total Circulation	b. Children's Materials	(subset of 1a.)		a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>	
627,117	310,776	4,763		29,063	42,570	
Method for Counting ILL Transactions Categorized ILL Transactions						
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)		Items Loaned to Other Libraries <i>Provided to</i>		Items Borrowed from Other Libraries <i>Received from</i>		
Integrated Library Systems (ILS)		28,042		41,935		
WISCAT		1,021		635		
Other (includes OCLC, manual tracking or other methods)		0		0		
3. Number of Registered Users			d. Overdue Fines	4. Reference Transactions		
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count	
66,900	3,038	69,938	Yes	Survey Week(s) <input type="checkbox"/>	19,188	
6. Uses of Public Internet Computers			c. Method		7. Uses of Public Wireless Internet	
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access		d. Annual Count	a. Method		b. Annual Count
100	84		Actual Count	Did Not Collect		
8. Website Visits		9. Electronic Collection Retrieval				
333,053		a. Local	b. Other	c. Statewide	d. Total	
		248,550	10,507	6,902	265,959	
10. Uses of Electronic Materials by Users of Your Library			d. Total Uses of Electronic Materials		e. Uses of Children's Electronic Materials	
a. E-Books	b. E-Audio	c. E-Video				
84,975	76,356	50	161,381		10,619	

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

In-person Programs and Attendance + Live, Virtual Programs and Attendance (not asynchronous views)

	Children (0-5)	Children (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)	Total
Number of Programs	210	51	20	119	121	521
Total Attendance	4,457	893	190	1,629	2,701	9,870

In-Person Programs and Program Attendance Annual Count

	11a. Children (0-5)	11b. Children (6-11)	11c. Young Adult (12-18)	11d. Adult (19+)	11e. General Interest (all ages)
Number of Programs	202	47	19	101	65
Total Attendance	3,947	834	184	1,440	2,701
	11f. Onsite In-Person - Subtotal	11g. Offsite In-Person - Subtotal	11h. Total		
Number of Programs	361	73	434		
Total Attendance	6,325	2,102	8,427		

11i. Describe the library's in-person programs: Book clubs, story times, games and crafts, computer/software/technology classes, lectures, author readings, SLP performers, after-school STEAM programs, community outreach on library services and resources

Live Views of Virtual Programs and Virtual Program Attendance Annual Count

	12a. Children (0-5)	12b. Children (6-11)	12c. Young Adult (12-18)	12d. Adult (19+)	12e. General Interest (all ages)	12f. Total
Number of Programs	8	4	1	18	56	87
Total Live Virtual Attendance	510	59	6	189	679	1,443
Total views of live programs that were recorded and posted for asynchronous viewing	512	0	0	359	22,014	22,885

12g. Which platforms does the library use to host the library's live, virtual programs: Go To Meeting, Zoom, You Tube and Facebook

12h. Describe the library's live, virtual programs: Adult book clubs, tween book clubs, author readings, local history programs, gardening and nutrition classes, story times for local Head Start

Views of Pre-recorded Programs and Pre-recorded Program Attendance Annual Count

	13a. Children (0-5)	13b. Children (6-11)	13c. Young Adult (12-18)	13d. Adult (19+)	13e. General Interest (all ages)	13f. Total
Number of Programs	20	2	0	1	0	23
Total Pre-Recorded Program Views	1,392	205	0	81	0	1,678

13g. Which platforms does the library use to host the library's pre-recorded programs: You Tube

13h. Describe the library's pre-recorded programs: Children's story times, craft demonstrations, tween and YA readers advisory suggestions, an in-person lecture that was not broadcast virtually live but was recorded, edited and later posted on YouTube

IV. LIBRARY GOVERNANCE

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
PRESIDENT					
1. Kari	Sweeney	609 Gray Place	Wausau	54403	kari.sweeney@co.marathon.wisconsin.gov
2. Reid	Rayome	2113 Lillie Street	Wausau	54403	reid.rayome@co.marathon.wisconsin.gov
3. Gary	Gisselman	319 Park Ave.	Wausau	54403	gary.gisselman@co.marathon.wisconsin.gov
4. Andrea	Sheridan	1814 Poplar Lane	Wausau	54403	andrea.sheridan@co.marathon.wisconsin.gov
5. Becky	Buchs	1721 N 2nd Ave.	Wausau	54401	becky.buch@co.marathon.wisconsin.gov
6. Brent	Jacobson	792 Fairway Drive	Mosinee	54455	bjacobson959@gmail.com
7. LeeAnn	Podruch	214900 Lakefront Drive	Hatley	54440	lgpodruch@gmail.com
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					

No. of Library Board Members
 Include vacancies in this count

7

V. LIBRARY OPERATING REVENUE

Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
		\$0
Subtotal 1		\$0

2. County

a. Home County Appropriation for Library Services Subtotal 2a \$3,764,482

b. Other County Payments for Library Services

County Name	Amount	County Name	Amount
Subtotal 2b			

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
SLP Performer Grant	\$1,680		
b. Funds Carried Forward from Previous Year	\$0	c. Other State Funded Program	0
Subtotal 3			\$1,680

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount	
	\$0	
Subtotal 4		\$0

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
Rent	\$42,153	Collection Grant	\$10,000
Photocopy Charges	\$725		
Subtotal 5			\$52,878

6. Funds Carried Forward Do not include state aid. Report state funds in 3b above.

\$156,828

7. All Other Operating Income

\$164,790

8. Total Operating Income Add 1 through 7

\$4,140,658

9. What is the current year annual appropriation provided by governing body(ies) for the public library?

\$3,337,685

10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)

No

VI. LIBRARY OPERATING EXPENDITURES

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages Include maintenance, security, plant operations \$1,695,114	2. Employee Benefits Include maintenance, security, plant operations \$732,997
--	---

3. Library Collection Expenditures

a. Print Materials \$309,978	b. Electronic Materials \$32,705	c. Audiovisual Materials \$67,857	d. All Other Library Materials \$0	Subtotal 3 \$410,540
---------------------------------	-------------------------------------	--------------------------------------	---------------------------------------	-------------------------

4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.

Provider	Amount	Provider	Amount
WPLC E-Content Buying Pool	\$29,505	County Service Fee	\$18,726
OverDrive Advantage Donation	\$0	Movie Licensing	\$908
V-Cat Annual Maintenance	\$70,682	Supplies - Miscellaneous	\$3,342
V-Cat Barcodes / Patron Cards	\$437		
Technology / Enterprise Services	\$6,900		
Technology / Equipment Purchased	\$0		

Subtotal 4 \$130,500

5. Other Operating Expenditures

\$159,566

6. Total Operating Expenditures Add 1 through 5 \$3,128,717

7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?

\$0

VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT

1. Capital Income and Expenditures by Source of Income

Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal		\$0	\$0
b. State		\$0	\$0
c. Municipal		\$0	\$0
d. County		\$0	\$0
e. Other	Furniture, microfilm machine, server upgrade and 50% of new sorter	\$101,283	\$101,283

2. Debt Retirement

\$0

3. Rent Paid to Municipality/County

\$0

Total Revenue

\$101,283

Total Expenditure

\$101,283

VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD

All funds under the library board's control must be reported. Report in this section any funds in the library board's control (except Trust Funds) that have not been reported in a previous section. Wis. Stat. s. 43.58(6)(a)

1. Total Amount of Other Funds at End of Year

\$614,813

IX. TRUST FUNDS

1. Total Amount of Trust Funds Held by the Library Board at End of Year

X. STAFF

1. Personnel Listing. Libraries with 15 or fewer employees may report all staff under 1a. Libraries with more than 15 employees, list head librarian, chief assistants, branch librarians, division heads, and other supervisory personnel in 1a. and all other positions in 1b.

a. Employees Holding the Title of Librarian. Indicate advanced degrees in Type of Staff.

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
Director / Head Librarian	MLS (ALA)	\$85,680	40.00				
Library Manager	MLS (ALA)	\$25,863	40.00				
Library Manager	MLS (ALA)	\$58,889	40.00				
Librarian	MLS (ALA)	\$52,339	40.00				
Librarian	MLS (ALA)	\$56,914	40.00				
Librarian	MLS (ALA)	\$54,274	40.00				
Librarian	MLS (ALA)	\$53,394	40.00				
Librarian	MLS (ALA)	\$33,414	24.00				

b. Other Paid Staff See Instructions

Position	Type of Staff	Annual Salary	Hours Worked per Week	Position	Type of Staff	Annual Salary	Hours Worked per Week
IT Technician	Other	\$95,796	80.00	Library Assistant	Other	\$366,864	673.00
Library Coordinator	Other	\$277,828	314.00	Library Page	Other	\$83,248	184.00
Business Specialist	Other	\$89,205	80.00				
Administrative Coordinator	Other	\$11,006	40.00				
Library Specialist	Other	\$356,004	488.00				

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)		c. Total Library Staff (FTE)
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security		
7.60	0.00	7.60	46.48	54.08	

XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			20,824
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	0	0	0
3. Circulation to Nonresidents Living in Another County in the Library System	5,151	5,793	10,944
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	7,650	1,325	8,975
5. Circulation to All Other Wisconsin Residents	894	6. Circulation to Persons from Out of the State	11
7. Are the answers to items 1 through 6 based on actual count or survey/sample? Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)? No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Clark	1,251	f. Langlade	0
b. Lincoln	2,995	g.	
c. Portage	1,142	h.	
d. Taylor	961	i.	
e. Wood	183	j.	

XII. TECHNOLOGY

1a. Does your library provide wireless Internet access for patrons' mobile devices? Yes	2. Library type of Internet Connection <i>Mark all that apply</i> No a. State TEACH line Yes b. Other broadband connection Local, cable, telco, community network, etc.	3. Is the library CIPA compliant ? No
1b. Does your library provide external wireless access on the library grounds or from a mobile unit such a bookmobile? Yes		

XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	91	46	5
Total Self-Directed Activity Participation	3,394	6,419	71
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	112	15	269
Total Self-Directed Activity Participation	3,282	332	13,498
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name Taylor	b. Last Name Weinfurter	c. Email Address taylor.weinfurter@co.marathon.wi.us	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name Julie	b. Last Name Kinney	c. Email Address julie.kinney@co.marathon.wi.us	

XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS

We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6].
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

XV. CERTIFICATION

I CERTIFY THAT, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Kari Sweeney	
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Leah Giordano	

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Marathon

The Marathon County Public Library Board of Trustees hereby states that in 2022 the Wisconsin Valley Library Service
Name of Public Library *Name of Public Library System / Service*

- did provide effective leadership and adequately met the needs of the library.
- did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. *Attach additional sheets if necessary.*

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Kari Sweeney	

COMMENTS

SECTION I

22. UEI Number

This is the county's UEI number.--2023-01-30

Public Services During COVID-19

We were open for all of 2022--2023-01-30

Electronic Library Cards Issued During COVID-19

We were open for all of 2022 and did not permit electronic registration in 2022.--2023-01-30

Reference Service During COVID-19

The building was not closed in 2022.--2023-01-31

Outside Service During COVID-19

We provided drive thru service as normal - not due to the Pandemic.--2023-01-31

Initial date closed due to COVID-19:

There were no additional closings in 2022--2023-02-13

First date reopened following initial COVID-19 closure:

There were no additional closings in 2022.--2023-02-13

SECTION II

6. Electronic Video Materials (downloadable)

This change is due to Overdrive no longer supporting this material.--2023-01-31

7a. Other Materials Owned

1750 microfilm and microfiche items are no longer included in this number.--2023-01-31

In 2022, a change was made to the datapoint(s) used to classify Books in Print, audio Materials, Video Materials, and Other Materials. This change was necessary to provide data for the new 2022 requirement to report Circulation of Other Physical items in Section III 1c.--2023-01-30

8a. Electronic Collections (Locally owned or leased)

A to Z, Mango, NY Times, ProQuest Digital Sanborn WI, ProQuest Statistical Abstracts, Tumbleweed and Value Line--2023-02-09

SECTION III

3a. Registered Users Resident

Purged 8985 inactive records in 2022.--2023-01-31

4a. Method Used to Count Reference Transactions

8% increase is likely from being open for all of 2022--2023-02-13

October 17-23 369*52 weeks--2023-02-02

4b. Reference Transactions

369(survey week) x52 weeks=19,188--2023-02-10

5a. Method Used to Count Library Visits

Since door counters did not consistently work throughout the year, we used the week of 12/4-12/10/22

(5411x52week)/2(in/out)--2023-01-31

5b. Library Visits

This was based off door counter activity 12/4/22-12/10/22. (5411 visits x 52 weeks)/2 (in and out)=140686--2023-02-10

This number increased because we were open all year.--2023-02-02

Number of Public Use Computers with Internet Access

Public computers less 16 catalog computers.--2023-02-02

Number of Uses (sessions) of Public Internet Computers

Increase in computer use, due to being open the entire year.--2023-01-31

Data from Cassie--2023-01-31

Number of Website Visits

This number is about 24% higher than last year. This is likely to be a return to "normal" since the 2018 number was

354,452.--2023-02-13

1/1/22-12/18/22 from internal count, 12/19/22-12/31/22 count from WLVS/LEAN--2023-02-10

Local Electronic Collection Retrievals (locally owned or leased)

AtOZ databases- 222918, Mango- 1582, NY Times 874 (possible error with Sept-Nov due to issue on NY Times end), ProQuest Digital Sanborn 251, ProQuest Statistical Abstracts 0, Tumblebooks 419, Value Line 22506--2023-02-09

Uses of E-Video by Users of Your Library

These uses were in the early part of the year, before Overdrive discontinued support of E-videos.--2023-01-31

In-Person Young Adult Programs

This number is higher than 2021, as programming returns to normal.--2023-02-14

In-Person Offsite Programs

This number is higher than 2021, as programming returns to normal.--2023-02-14

Views of General Interest Live Virtual Programs that were Recorded and Posted for Asynchronous Viewing

This large number is caused by a co-sponsorship with the Historical Society's "History Chats" series. These presentations are archived and have frequent viewing --2023-02-06



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Marathon County Public Library

3. Branch Email Address

leah.giordano@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Leah

6. Branch Head Last Name

Giordano

II. ADDRESS

1. Branch Street Address

300 N. First St.

2. Branch Mailing Address or PO Box

300 N. First St.

3. City / Village / Town

Wausau

4a. ZIP Code

54403

4b. ZIP4

5405

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 261-7200

4. Branch Square Footage

82,700

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	60		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Athens Branch

3. Branch Email Address

nikki.framke@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Nikki

6. Branch Head Last Name

Framke

II. ADDRESS

1. Branch Street Address

221 Caroline St.

2. Branch Mailing Address or PO Box

221 Caroline St.

3. City / Village / Town

Athens

4a. ZIP Code

54411

4b. ZIP4

0910

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 257-7292

4. Branch Square Footage

2,750

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Edgar Branch

3. Branch Email Address

hannah.detlaff@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Hannah

6. Branch Head Last Name

Detlaff

II. ADDRESS

1. Branch Street Address

224 S. Third Ave.

2. Branch Mailing Address or PO Box

224 S. Third Ave.

3. City / Village / Town

Edgar

4a. ZIP Code

54426

4b. ZIP4

0228

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 352-3155

4. Branch Square Footage

2,046

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Hatley Branch

3. Branch Email Address

heather.bain@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Heather

6. Branch Head Last Name

Bain

II. ADDRESS

1. Branch Street Address

435 Curtis Ave.

2. Branch Mailing Address or PO Box

435 Curtis Ave.

3. City / Village / Town

Hatley

4a. ZIP Code

54440

4b. ZIP4

9784

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 446-3537

4. Branch Square Footage

3,707

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Marathon Branch

3. Branch Email Address

lisa.haessly@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Lisa

6. Branch Head Last Name

Haessly

II. ADDRESS

1. Branch Street Address

515 Washington St.

2. Branch Mailing Address or PO Box

PO Box 381

3. City / Village / Town

Marathon

4a. ZIP Code

54448

4b. ZIP4

0245

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 443-2775

4. Branch Square Footage

3,050

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Joseph Dessert Branch

3. Branch Email Address

sarah.moscatello@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Sarah

6. Branch Head Last Name

Moscatello

II. ADDRESS

1. Branch Street Address

123 Main St.

2. Branch Mailing Address or PO Box

123 Main St.

3. City / Village / Town

Mosinee

4a. ZIP Code

54455

4b. ZIP4

1441

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 693-2144

4. Branch Square Footage

5,942

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Rothschild Area Branch

3. Branch Email Address

laura.wood@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Laura

6. Branch Head Last Name

Wood

II. ADDRESS

1. Branch Street Address

211 Grand Ave.

2. Branch Mailing Address or PO Box

211 Grand Ave.

3. City / Village / Town

Rothschild

4a. ZIP Code

54474

4b. ZIP4

1173

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 359-6208

4. Branch Square Footage

3,240

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	46		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Spencer Branch

3. Branch Email Address

audrey.kohlbeck@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Audrey

6. Branch Head Last Name

Kohlbeck

II. ADDRESS

1. Branch Street Address

105 Park St.

2. Branch Mailing Address or PO Box

105 Park St.

3. City / Village / Town

Spencer

4a. ZIP Code

54479

4b. ZIP4

0398

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 659-3996

4. Branch Square Footage

2,072

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe:



DO NOT FILE WITH DPI

I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Stratford Branch

3. Branch Email Address

maryjo.netzer@co.marathon.wi.us

4. Salutation

Ms.

5. Branch Head First Name

Mary Jo

6. Branch Head Last Name

Netzer

II. ADDRESS

1. Branch Street Address

213201 Scholar St.

2. Branch Mailing Address or PO Box

213201 Scholar St.

3. City / Village / Town

Stratford

4a. ZIP Code

54484

4b. ZIP4

0074

5. County

Marathon

III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 687-4420

4. Branch Square Footage

3,000

IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34		
Number of Winter Weeks	52		
Summer Hours open per week	0		
Number of Summer Weeks	0		

V. PUBLIC SERVICES DURING COVID-19

<input type="checkbox"/> answering information requests from the public (phone calls, emails, text messages, online forms, etc.)	<input type="checkbox"/> hosting virtual programming or recorded content	<input type="checkbox"/> offering curbside pickup	<input type="checkbox"/> offering drive-thru circulation of physical materials
<input type="checkbox"/> offering vestibule / porch pickups	<input type="checkbox"/> offering delivery of materials (mail or drop-off)	<input type="checkbox"/> managing IT services for external Wi-Fi access	<input type="checkbox"/> providing other types of online and electronic services

VI. COVID-19 DATES

Initial date closed due to COVID-19

3/17/20

First date reopened following initial COVID-19 closure
 "-1" if branch still not open to the public

6/22/20

Additional building closure and reopening dates, please describe: