



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

of a meeting of the Marathon County Public Library Board of Trustees,
Monday, March 18, 2019 at 12:00 noon
Library Headquarters, Wausau Community Room.

AGENDA

1. (12:00 p.m.) Call to Order
2. Acknowledgement of Visitors
3. Approval of Minutes
4. Bills and Services Report
5. (15 minutes) Public Comments
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 Library Trustees & Friends (WLTF)
 - H. Wisconsin Valley Library Service
7. (10 minutes) Local Schools Attending Summer Library Programs Update – For Discussion and Informational Purposes Only
8. (10 minutes) Patron Concerns about Parking – For Discussion and Possible Action
9. (10 minutes) Policy 6.06 – For Discussion and Possible Action
- 10.(10 minutes) 2019 Budget Update – For Discussion and Possible Action
- 11.(10 minutes) Year End Budget Transfer – For Discussion and Possible Action
- 12.(10 minutes) RFP Update – For Discussion and Informational Purposes Only
- 13.(10 minutes) L.E.N.A Update (Milwaukee Public Library Visit) – For Discussion and Informational Purposes Only
- 14.(10 minutes) WI Secretary of Transportation Craig Thompson visit March 7 – For Discussion and Informational Purposes Only
- 15.(10 minutes) Statewide Delivery System Project – For Discussion and Informational Purposes Only
16. Announcements
17. Request for Future Agenda Items
18. Next Meeting Dates
 - Monday 04/15/2019
 - Monday 05/20/2019 – Athens Branch Library
 - Monday 06/17/2019
 - Monday 07/15/2019
19. Adjournment

Signed: 
Library Director

*All times are approximate and subject to change
"Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 715-261-7213."

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: H. Wilde
FAXED DATE: March 12, 2019
FAXED TIME: 1:10 pm

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, February 18, 2019. Wausau Community Room, Marathon County Public Library.

Present: Sharon Hunter, Gary Beastrom, MaiGer Moua, Sarah Thurs, Scott Winch, Ralph Illick

Excused: Katie Rosenberg, Kari Sweeney

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde

The meeting was called to order at 12:01 by Sharon Hunter.

A motion was made by Scott Winch to approve the Board of Trustee minutes from the January 21, 2019 meeting. Seconded by Sarah Thurs. Motion carried.

A motion was made by Scott Winch to approve the Bills & Services report for December 2018 and January 2019. Seconded by Gary Beastrom. Motion carried.

Public Comments – None

President – No Report

Other Board Members – No Report

Director's Report – Presented in the Board packet and by Director Ralph Illick.

- I just finished Library Legislative Day. WVLS helped schedule meetings with our state representatives and state senator, we had a chance to talk with them and inform them what we are doing. Libraries in WI have been lobbying more. We are trying to be more professional about it. We learned last week that we are the second strongest lobby in the state.

Board Committees – The Building Committee reviewed five proposals and narrowed it down to two firms to interview. After the interviews we will consider which one to go with.

Friends of the Library – Director Illick reported the Friends did have their sale the first weekend in February. The Thursday night sale was cancelled due to the weather, but overall they felt the sale did very well over the three days.

MCPL Foundation – Director Illick reported the Foundation will be meeting the week of February 25.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

2018 Annual Report

Administration worked with WVLS to complete the annual report. We have received accurate information as of this morning. We ask that you approve the report as it is presented. There will be an amendment at a future meeting when Finance has closed the books.

We have an agreement with Facilities and Capital Management, that they keep track of money which is budgeted for library expenses. We learned that the budgeted amount for the library in 2019 is under their control. This means they will keep the unused money at the end of the year instead of turning it over to us according to the law and our agreement. Because of some renovations we did at the library, we tried to work with Facilities to make the budget more accurate.

There were additional discussions among the Library Director and Library Board Members regarding this agenda item.

A motion was made by Gary Beastron to accept the Annual Report as it was presented. Seconded by MaiGer Moua. Motion carried.

Statement Concerning System Effectiveness

If you look on page eight of the annual report. We have always checked the box that they did provide effective leadership. I don't think this is the kind of thing we need to make contentious as we look at our options of other system memberships. We added wording from the 2019 WVLS System plan. It describes the challenges they have in meeting our needs. I do believe the WVLS consortium can gain the benefit in merging with the Northern Waters System and/or the Indianhead System. I think they can be stronger and better suited to serve the libraries that are in those consortiums.

A motion was made by Scott Winch to accept the Statement Concerning System Effectiveness as presented. Seconded by MaiGer Moua. Motion carried.

2018 Fund Balance Transfer

Information was not available for this meeting. This agenda item was tabled until the March meeting.

L.E.N.A Update

We are three weeks into the spring cohorts. When I talk with the legislators last week, two of them are already aware of what we are doing.

A team from Milwaukee Public Library will be coming in to see how the L.E.N.A program is run. We are going meet with them as they have expressed interest in the program.

RFP Update

This was discussed briefly already. There is one more interview that will take place this week. As they go through and renovate the interiors, we are mostly talking about finishing's and furnishings. Because the county does have in their policies, a mandate of looking at building efficiencies whenever there is a county project. We want to have the firms take a look at that also.

PLSR and Delivery Opportunities

The Director of the South Central System did come up and talk with us. The Director has also had a courtesy conversation with WVLS, about making MCPL the hub for deliveries in the northern part of the state. There is no negative effect for us, we will benefit from the state to make this happen. This will however affect WVLS, but in the end it will benefit every library. All the parties that will be affected are aware of what we are talking about and the potential outcome could be.

There was No Motion for this agenda item

ALA Mid-Winter Conference Update

The conference was great. I was able to connect with different vendors that will be able to help us with the interiors of this building and the branches. I did look at the technology that can be used for maker spaces in the library. I also looked at cutting edge technology that is more for patron use with scanning and printing. Vendors are already stopping by for meetings. There are other meetings scheduled in the next few weeks. We have a great opportunity to rearrange the buildings and better our technology.

There were additional discussions among the Library Director and Library Board Members regarding this agenda item.

Announcements – None

Request for Future Agenda Items

- 2018 Fund Balance Transfer
- RFP
- PLSR and Delivery Opportunities

A Motion was made by Sarah Thurs to adjourn the meeting at 12:52 p.m. Seconded by Gary Beastrom. Motion carried.



Library Director

Note: These minutes subject to approval at the next Library Board meeting scheduled for March 18, 2019.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, January 21, 2019. Wausau Community Room, Marathon County Public Library.

Present: Gary Beastro, Sharon Hunter, MaiGer Moua, Katie Rosenberg, Kari Sweeney, Sarah Thurs, Scott Winch, Ralph Illick

Excused:

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde

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

A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the December 17, 2018 meeting. Seconded by MaiGer Moua. Motion carried.

A motion was made by Katie Rosenberg to approve the Bills & Services report for December 2018. Seconded by Sharon Hunter. Motion carried.

Public Comments – None

Past President – No Report

Other Board Members – No Report

Director's Report – Presented in the Board packet and by Director Ralph Illick.

Board Committees – No Report

Friends of the Library – Director Illick reported that there will be a book sale coming up in February. The group is doing great and raising money.

MCPL Foundation – Director Illick reported there was a meeting to be held in January, one person showed up for the meeting. There have been communications through email on a next meeting date.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report handed out at the meeting. Board Member Sweeney attended her first meeting.

Nominating Committee

The nominating committee would like to nominate Sharon Hunter for President for the next year.

A motion was made by Katie Rosenberg to elect Sharon Hunter as the Library Board President. Seconded by Kari Sweeney.

A motion was made by Scott Winch to close the nominations. Seconded by Katie Rosenberg.

L.E.N.A Update

Beginning the week of February 4, we will start a new 13 week cycle. There will be four different cohorts, we had hoped that one of our branches would hold a session, but we weren't able to get one this time. The cohorts will meet at Weston Elementary, Achieve Center and two at the library. The group has made some great progress throughout the community.

Toward One Wisconsin Update

The program is moving right along. The county will be presenting MLK Day On program. I will be working with another group as a moderator. There will be two days' worth of sound programming across four different tracks. Over 100 sessions are scheduled, we hope to have 500 people from across the state attend.

EEED Committee Update

The library falls under this committee. A conversation has already been had with Sara Guild about talking with the whole group. My intention is to talk with the group about the PLSR and where it leaves our library and the system. Our branches survey and what our intention is to best determine service needs and how to operationally provide the best service at all of our branches. Lastly I will be talking with them about the RFP.

RFP Update

The RFP is out and proposals are due January 22. We are expecting to receive competitive bids from firms who have experience in libraries. The idea being to standardize the shelving throughout the building, upgrade the finishing and public furnishings. We would also like all of the major service points to be modernized. The branches will be a bit different, but will get attention. There is a building committee who will look over the bids in February. The committee who consists of; Scott Winch, Gary Beastrom, Troy Torgerson, Tom O'Neill and I will review the bids and make a final decision.

PLSR and MCPL Opportunities in the Future

I did talk at the last meeting about the upcoming final report for PLSR. My belief is we could benefit from being part of a different system. The system we are currently in is highly responsive to the other libraries. I would like for us to be in a system where we are able to calibrate with and work with libraries of a similar size. There are a lot of opportunities for us if we take a look at joining the South Central System.

In the report there is a star in the center of the map regarding deliveries, noting that we would be a great place to be a part of the state wide delivery system. I received a call from the director of the South Central System. The vendor they use for the northern part of the state will be getting out of the library delivery services. The director asked if we could have

a conversation about potentially being a hub for the state wide delivery system. It would give us an opportunity to be part of something bigger. As I mentioned before we don't receive services that we pay for. That doesn't happen in the South Central System, everything is prorated and ala-carte.

I ask that we start looking at this during the 2019 calendar year. It does take a whole calendar year by statute to change systems.

There were additional discussions among the Library Director and Library Board Members regarding this agenda item.

Announcements – None

Request for Future Agenda Items - PLSR

A Motion was made by Scott Winch to adjourn the meeting at 12:50 p.m. Seconded by Gary Beaström. Motion carried.

A handwritten signature in black ink, appearing to read 'ERL', is written above a horizontal line.

Library Director

Period: 2 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE CHARTER COMMUNICATIONS	1,383.43
	INTERNET SERVICE	1,383.43
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS UNIQUE MANAGEMENT SERVICES	89.50
	CONTRACT SERV-DEBT COLLECTIONS	89.50
101 000000000066592250	TELEPHONE FRONTIER	493.47
	TELEPHONE	493.47
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY MARSHFIELD PUBLIC LIBRARY	3,738.32
	LIBRARY FEES-REIMBURSE TO CNTY	3,738.32
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES MERRILL CITY TREASURER ANTIGO PUBLIC LIBRARY	11.00 39.95
	SUNDRY CONTRACTUAL SERVICES	50.95
101 000000000066592994	CONTRACTUAL VAN/COURIER SERV SPRINT DELIVERY SERVICE	574.13
	CONTRACTUAL VAN/COURIER SERV	574.13
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR BAKER & TAYLOR COMPANY CENTER POINT PUBLISHING	1,691.86 829.80
	SUNDRY CONTR SERV-JACKETS LIBR	2,521.66
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR BAKER & TAYLOR COMPANY	656.47
	SUNDRY CONTR SERV-PROC AV LIBR	656.47
101 000000000066593127	RFID TAGS-LIBR BIBLIOTHECA	2,366.97
	RFID TAGS-LIBR	2,366.97
101 000000000066593161	BOOKS LIBRARY BAKER & TAYLOR COMPANY ULVERSCROFT LARGE PRINT INC CENTER POINT PUBLISHING CAVENDISH SQUARE AMAZON CAPITAL SERVICES	19,412.02 567.00 6,989.04 646.67 1,257.71
	BOOKS LIBRARY	28,872.44

Period: 2 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593168	AUDIO-VISUAL MATERIALS	
	BAKER & TAYLOR COMPANY	5,334.39
	AMAZON CAPITAL SERVICES	581.69
	AUDIO-VISUAL MATERIALS	5,916.08
101 000000000066593190	OFFICE SUPPLIES	
	AMAZON CAPITAL SERVICES	65.98
	OFFICE SUPPLIES	65.98
101 000000000066593260	ADVERTISING	
	TP PRINTING CO INC	36.25
	ADVERTISING	36.25
101 000000000066593321	PERSONAL AUTO MILEAGE	
	WINCH, SCOTT	114.45
	PERSONAL AUTO MILEAGE	114.45
101 000000000066593497	LIBRARY OPERATING SUPPLIES	
	PAKOR	285.97
	AMAZON CAPITAL SERVICES	1,732.82
	PC MALL GOV, INC	1,186.05
	LIBRARY OPERATING SUPPLIES	3,204.84
101 000000000066595320	BUILDING/OFFICES RENT	
	EDGAR - VILLAGE	4,413.98
	SPENCER, VILLAGE	1,086.27
	WI PUBLIC SERVICE CO	487.51
	VILLAGE OF MARATHON CITY	1,174.41
	VILLAGE OF HATLEY-SEWER & WATER	6,280.81
	BUILDING/OFFICES RENT	13,442.98
	LIBRARY 665 TOTAL:	63,527.92

Period: 2 2019

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	546.65
WSAW TV	2,500.00
THE MINT CAFE INC	1,061.25
WAOW TELEVISION INC	1,130.00
TANK MATES LLC	773.00
AMAZON CAPITAL SERVICES	1,895.36
BOOKS LIBRARY	<u>7,906.26</u>
LIBRARY GIFTS 667 TOTAL:	<u>7,906.26</u>
Report Total:	<u><u>71,434.18</u></u>

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 2 ending February 28, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 665 LIBRARY							
APR 711A LIBRARY LVL 1-PERS SERVICE							
Cat 910 PERSONAL SERVICES							
Act 1110 SALARIES-PERMANENT-REGUL	537,291.00	21,296.80		57,587.04	57,587.04	479,703.96	10.7
Act 1111 SALARIES-PERMANENT-REGUL	32,737.00	1,253.76		3,851.89	3,851.89	28,885.11	11.8
Act 1210 WAGES-PERMANENT-REGULAR	769,553.00	33,975.20		88,845.68	88,845.68	680,707.32	11.6
Act 1211 WAGES-PERMANENT-REGULAR	662,349.00	24,761.59		70,390.16	70,390.16	591,958.84	10.6
Act 1250 WAGES-TEMPORARY-REGULAR	24,794.00			470.84	470.84	24,323.16	1.9
Act 1510 SOCIAL SECURITY EMPLOYER	155,103.00	10,905.79		20,792.49	20,792.49	134,310.51	13.4
Act 1520 RETIREMENT EMPLOYERS SHA	117,501.00	8,913.75		16,876.00	16,876.00	100,625.00	14.4
Act 1540 HOSPITAL/HEALTH INSURANC	409,638.00	34,309.99		100,697.11	100,697.11	308,940.89	24.6
Act 1541 DENTAL INSURANCE	11,321.00	901.59		2,669.57	2,669.57	8,651.43	23.6
Act 1543 INCOME CONTINUATION INSU	7,727.00					7,727.00	
Act 1544 HLTH INS-CONVERSION, RET				28,510.82	28,510.82	28,510.82-	
Act 1545 POST EMPLOYEE HEALTH PLA	33,176.00	1,722.00		3,444.00	3,444.00	29,732.00	10.4
Act 1550 LIFE INSURANCE	1,121.00	48.20		102.31	102.31	1,018.69	9.1
Act 1560 WORKERS COMPENSATION PAY	3,069.00	288.27		287.62	287.62	2,781.38	9.4
Act 1580 UNEMPLOYMENT COMPENSATIO	2,025.00	303.51		584.01	584.01	1,440.99	28.8
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APR 711A LIBRARY LVL 1-PERS SERVICE	2,767,405.00	138,680.45		395,109.54	395,109.54	2,372,295.46	14.3
APR 711B LIBRARY LVL 1-OPERATING							
Cat 920 CONTRACTUAL SERVICES							
Act 2130 ACCOUNTING/AUDITING FEES	1,200.00					1,200.00	
Act 2141 INTERNET SERVICE	24,000.00	1,383.43		1,633.43	1,633.43	22,366.57	6.8
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	89.50		205.88	205.88	794.12	20.6
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00					6,500.00	
Act 2250 TELEPHONE	8,000.00	545.88		545.88	545.88	7,454.12	6.8
Act 2433 MAINTENANCE CONTRACTS	21,000.00					21,000.00	
Act 2490 SUNDRY REPAIR/MAINT SERV	2,500.00					2,500.00	
Act 2561 LIBRARY FEES-REIMBURSE T	9,500.00	3,738.32		3,738.32	3,738.32	5,761.68	39.4
Act 2954 RFID EQUIP MAINT FEES	34,500.00					34,500.00	
Act 2955 V-CAT FEES LIBR	75,040.00					75,040.00	
Act 2957 COUNTY E-MAIL SERVICE	8,500.00					8,500.00	
Act 2958 COUNTY NETWORK SUPPORT	3,000.00					3,000.00	
Act 2959 TIMING SOFTWARE MAINT-LI	1,600.00					1,600.00	
Act 2990 SUNDRY CONTRACTUAL SERVI	5,460.00	50.95		1,641.40	1,641.40	3,818.60	30.1
Act 2994 CONTRACTUAL VAN/COURIER	3,000.00	574.13		574.13	574.13	2,425.87	19.1
Act 2995 COMPUTER MAINT. CONTRACT	7,875.00					7,875.00	
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	2,521.66		2,521.66	2,521.66	19,478.34	11.5
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	656.47		656.47	656.47	7,343.53	8.2

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 2 ending February 28, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 665 LIBRARY							
APR 711B LIBRARY LVL 1-OPERATING							
Cat 930 SUPPLIES & EXPENSE							
Act 3110 POSTAGE/BOX RENT	3,650.00	239.90		239.90	239.90	3,410.10	6.6
Act 3125 PAPER COPIER	2,000.00					2,000.00	
Act 3126 PAPER - RECEIPTS	800.00			1,299.80	1,299.80	499.80	****
Act 3127 RFID TAGS-LIBR	10,500.00	2,366.97		2,366.97	2,366.97	8,133.03	22.5
Act 3130 PRINTING/DUPLICATION	7,000.00			570.03	570.03	6,429.97	8.1
Act 3161 BOOKS LIBRARY	282,250.00	28,872.44		28,872.44	28,872.44	253,377.56	10.2
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	5,939.45		5,939.45	5,939.45	58,060.55	9.3
Act 3190 OFFICE SUPPLIES	8,000.00	65.98		1,447.02	1,447.02	6,552.98	18.1
Act 3220 SUBSCRIPTIONS NEWSPAPER/	22,000.00					22,000.00	
Act 3221 SUBSCRIPTIONS-ELECTRONIC	25,000.00			3,450.00	3,450.00	21,550.00	13.8
Act 3250 REGISTRATION FEES/TUITIO	5,000.00	454.50		479.50	479.50	4,520.50	9.6
Act 3260 ADVERTISING	6,000.00	36.25		58.25	58.25	5,941.75	1.0
Act 3321 PERSONAL AUTO MILEAGE	4,000.00	391.98		457.38	457.38	3,542.62	11.4
Act 3350 MEALS	500.00	248.00		248.00	248.00	252.00	49.6
Act 3360 LODGING	600.00	247.07		247.07	247.07	352.93	41.2
Act 3390 MEETING EXPENSES	2,000.00					2,000.00	
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	4,122.96		4,122.96	4,122.96	15,877.04	20.6
Cat 950 FIXED CHARGES							
Act 5140 GENERAL LIABILITY PREMIU	12,500.00			3,454.00	3,454.00	9,046.00	27.6
Act 5151 BUILDING & CONTENTS INSU	11,000.00			10,964.00	10,964.00	36.00	99.7
Act 5190 OTHER INSURANCE	1,800.00			10,749.00	10,749.00	8,949.00	****
Act 5320 BUILDING/OFFICES RENT	55,000.00	13,442.98		23,728.16	23,728.16	31,271.84	43.1
APR 711B LIBRARY LVL 1-OPERATING	786,275.00	65,988.82		110,211.10	110,211.10	676,063.90	14.0
Or2 665 LIBRARY	3,553,680.00	204,669.27		505,320.64	505,320.64	3,048,359.36	14.2

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 2 ending February 28, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 666 WVLS CONTRACTUAL SERVICE-LI							
APR 711B LIBRARY LVL 1-OPERATING							
Cat 930 SUPPLIES & EXPENSE							
Act 3169 E-BOOKS		27,116.00				27,116.00	
Act 3240 MEMBERSHIP DUES		19,000.00				19,000.00	

APR 711B LIBRARY LVL 1-OPERATING		46,116.00				46,116.00	

Or2 666 WVLS CONTRACTUAL SERVICE-LI		46,116.00				46,116.00	

Agy 0870 LIBRARY	3,599,796.00	204,669.27		505,320.64	505,320.64	3,094,475.36	14.0

Sub 101 GENERAL FUND	3,599,796.00	204,669.27		505,320.64	505,320.64	3,094,475.36	14.0

GL787

LIB 2019-OBL vs BUDGET

Report Format 511

Period 2 ending February 28, 2019

Transaction status 1

Sub 252 LIBRARY GIFTS

Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 667 LIBRARY GIFTS							
APR Z712 LIBRARY GIFTS (EXP)							
Cat 930 SUPPLIES & EXPENSE							
Act 3161 BOOKS LIBRARY	80,000.00	8,406.26		8,939.26	8,939.26	71,060.74	11.2

Or2 667 LIBRARY GIFTS	80,000.00	8,406.26		8,939.26	8,939.26	71,060.74	11.2

Agy 0870 LIBRARY	80,000.00	8,406.26		8,939.26	8,939.26	71,060.74	11.2

Sub 252 LIBRARY GIFTS	80,000.00	8,406.26		8,939.26	8,939.26	71,060.74	11.2

Report Final Totals	3,679,796.00	213,075.53		514,259.90	514,259.90	3,165,536.10	14.0
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TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of February 2019

Branch	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE	2018 YEAR-to-DATE	2019 YEAR-to-DATE	% CHANGE
ATHENS	1,721	1,442	-16.21%	3,844	3,334	-13.27%
EDGAR	565	1,704	201.59%	2,106	3,484	65.43%
HATLEY	2,210	2,246	1.63%	4,650	4,543	-2.30%
MARATHON	2,944	3,127	6.22%	6,015	6,384	6.13%
MOSINEE	3,252	3,769	15.90%	7,444	7,076	-4.94%
ROTHSCHILD	9,547	9,194	-3.70%	19,846	19,110	-3.71%
SPENCER	1,867	1,763	-5.57%	3,772	3,633	-3.69%
STRATFORD	1,740	1,615	-7.18%	3,587	3,531	-1.56%
WAUSAU	35,130	32,723	-6.85%	72,278	68,319	-5.48%
WAUSAU DRIVE UP	1,083	1,258	16.16%	2,286	2,350	2.80%
HOMEBOUND	999	1,075	7.61%	2,166	2,238	3.32%
ILL	137	134	-2.19%	268	178	-33.58%
OVERDRIVE	9,020	9,948	10.29%	18,835	21,618	14.78%
GRAND TOTAL	70,215	69,998	-0.31%	147,097	145,798	-0.88%

**The Village of Edgar had a furnace issue at the beginning of February 2018. The branch was closed from February 1-27

**The Mosinee branch was closed from May 7-15 for building repairs

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

February 2019

	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	4	0	37	0	0	140	0	181	1,892	9.57%	
EDGAR	0	0	5	0	0	0	1	6	1,780	0.34%	
HATLEY	0	23	0	404	204	0	0	631	2,297	27.47%	
MARATHON	0	8	6	0	0	0	0	14	3,257	0.43%	
MOSINEE	0	0	0	1	6	0	4	11	3,307	0.33%	
ROTHSCHILD	12	0	37	258	9	2	1	319	9,916	3.22%	
SPENCER	345	0	0	0	0	4	9	358	1,870	19.14%	
STRATFORD	31	0	0	0	0	11	50	92	1,916	4.80%	
WAUSAU	169	220	1,195	301	612	59	9	2,565	35,597	7.21%	
WAUSAU DRIVE UP	0	6	72	1	0	0	0	79	1,092	7.23%	
MISC*									12,877		
TOTAL MCPL	561	257	1,352	965	831	216	74	4,256	75,801	5.61%	
% of CIRC											
by COUNTY	0.74%	0.34%	1.78%	1.27%	1.10%	0.28%	0.10%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of February 2019

	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	62,699	63,979	2.04%
RESIDENT CHILD	12,194	9,118	-25.23%
HOMEBOUND	185	193	4.32%
STAFF	65	63	-3.08%
TEMPORARY	242	240	-0.83%
TOTAL FOR MARATHON COUNTY	75,385	73,593	-2.38%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,719	2,811	3.38%
CHILD	331	237	-28.40%
TEMPORARY	13	17	30.77%
TOTAL FOR NON-COUNTY ON SITE BORROWERS	3,063	3,065	0.07%
INTERLIBRARY LOAN			
ILL	531	531	0.00%
GRAND TOTAL	78,979	77,189	-2.27%

**Marathon County Public Library
Director's Report
March 2019**

THE PAST MONTH

Meetings with the Management Team are scheduled weekly on Thursday mornings.

Library Services Report

February 2019

News

- *Branch hours update (Leah, Katie Z, Laura W):*
 - Created surveys for both patrons and employees and sent for review
 - Compared Wisconsin libraries with similar populations
 - Compared Midwest libraries with similar populations
- Next steps:
 - Review recommended survey changes
 - Choose similar libraries from comparison selection and compare branch hours
 - Run reports for door counts at branches
- Leah held monthly rounding with individual staff
- Leah attended weekly operations meetings
- Leah held orientation with new employees Rose and Ollie
- Leah attended monthly Library Board meeting
- Leah attended the Youth Services team meeting with Taylor W, Katie Z, Rose D, Laura L
- Katie Worked on backlog of possible withdrawal items sent in from branches
- Taylor W and Laura L have begun leading a new cohort for the LENA initiative
- Inventory (Kate S): adult paperback collection was finished and staff is currently working their way through Large Print and Juvenile Picture Books

Events and Programs

Youth Services Events

- Story Times:
 - Book Babies: 4 programs; participants—70
 - Tales for Tots: 8 programs; participants—80
 - Preschool Story Time: 8 programs; participants—129
 - Head Start Story Time: 3 programs; participants—136
 - Play and Learn Story Time: 4 programs; participants—151
 - Family Story Time: 3 programs; participants—89

- Feb. 5: Duct Tape DIY—9
- Feb. 5: TAG—4
- Feb. 8: Faith Christian Academy Visit—39
- Feb. 14: LENA—13
- Feb. 19: Book to Movie Night—2
- Feb. 21: LENA—19
- Feb. 23: March of the Elephants—54
- Feb. 26: St. Michael’s Story Time—40
- Feb. 28: LENA—19
 - **Number of February Youth Services programs –39**
 - **Total attendance for February Youth Services programs –854**

Adult/All Ages Events

- Feb. 4: Library Learning: Facebook Pt. 1; attendance – 3
- Feb. 6: Library Learning: Facebook Pt. 1 – 6
- Feb. 7: Monthly Needle Arts (2 sessions) – 7
- Feb. 11: Library Learning: Facebook Pt. 2 – 3
- Feb. 12: Library Learning: Facebook Pt. 2 – canceled due to weather
- Feb. 18: Women’s Night Out book club – 6
- Feb. 25: Library Learning: iPad/iPhone Basics – 4
- Feb. 26: Library Learning: iPad/iPhone Basics – 9
- Feb. 26: MCPL Movie Night: “First Man” – 10
- Feb. 27: Readers of Classic Literature book club - 3
 - **Number of adult programs - 10**
 - **Total attendance for February adult programs – 51**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 3,360 likes (+45)
- Twitter: 1,177 followers (+6)
- Pinterest: 954 followers (+0)
- Goodreads: 271 friends (+0); 1,183 reviews (+3)
- Instagram: 410 followers (+28)

Hot Happenings in the River District (email newsletter)

- February 6- Friends of MCPL Book Sale
- February 13- Which is Better? Book-to-Movie Night – “Bridge to Terabithia”
- February 20- MCPL Movie Night-“First Man”
- February 27- Art Cluster Reception

WSAW Channel 7

- February 26- MCPL welcomes 'National Read Across America Day' (Library Services, Dan Richter)
<https://www.wsaw.com/content/news/MCPL-welcomes-National-Read-Across-America-Day-506210411.html>

WZAW Channel 55

- February 14- Honor Flight needs letters, cards for veterans 'mail call' on upcoming flight
<https://www.wsaw.com/fox/content/news/Honor-Flights-need-letters-card-for--505832171.html>

WXCO Cool Oldies 1230 AM

- February 7- Coffee Break (Library Services, Chad Dally)
<http://www.1230wxco.com/audio/Hometown%20Morning/02-07-19%20Chad%20Dally%20Coffee%20Break.mp3>
- February 21- Coffee Break (Library Services, Chad Dally)
<http://www.1230wxco.com/audio/Hometown%20Morning/02-21-19%20Chad%20Dally%20News%20and%20Views.mp3>

City Pages

- February 7- Big Guide- Wausau: Friends of the Marathon County Public Library Book Sale, Facebook Fundamentals Part 2, Pokémon Club; Athens: Fiber Arts, Valentine's Day Story Time; Edgar: Family Adventure Night-Paw Patrol; Hatley: MCPL DIY-Decoupage Jars, Create a Valentine, Valentine's Day Story Time; Marathon City: Valentine's Day Story Time; Mosinee: Celebrate 120 Years of the Mosinee Branch, Paper Heart Hedgehog Craft; Rothschild: Marker-Dyed Coasters, LEGO Block Party; Spencer: Honor Flight Mail Call
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- February 14- Big Guide- Wausau: Which is Better? Book-to-Movie-Night-"Bridge to Terabithia;" Athens: Fiber Arts, Spring Shawl Wearable Art; Hatley: Hobbies and Crafts Night; Marathon City: Needle Arts-All About Mittens!, Mid-Winter Craft Day; Stratford: Birding for Beginners II
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- February 21- Big Guide- Wausau: The Basics of the iPhone and iPad, MCPL Movie Night-"First Man," March of the Elephants; Athens: Fiber Arts; Hatley: Facebook Fundamentals, LEGO Block Party, Happy Birthday Dr. Seuss Story Time; Marathon City: Mid-Winter Craft Day, Happy Birthday Dr. Seuss Story Time; Rothschild: Fiber Arts, Family Game Day; Stratford: Learn to Quilt
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- February 28- Big Guide- Wausau: Art Cluster Reception, Pokémon Club, Athens: Fiber Arts, Health and Wellness Club-Spring Cleaning and Allergies; Hatley: Happy Birthday Dr. Seuss, Outside the Lines-A Family Coloring Party; Marathon City: Happy Birthday Dr. Seuss; Mosinee: LEGO Block Party; Rothschild: What's the Buzz-Honeybees and

Beekeeping, LEGO Block Party; Spencer: Starting Garden Plants
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book
Babies; Play & Learn Playgroups

Hub-City Times

- February 2- Learn about the power of potatoes at the Spencer library
<https://www.hubcitytimes.com/2019/02/02/learn-about-the-power-of-potatoes-at-the-spencer-library>
- February 6- Now That's Entertainment Calendar- Spencer: Cribbage at the Library
- February 13- Now That's Entertainment Calendar- Spencer: Honor Flight Mail Call
- February 24- Get a jump start on gardening
<https://www.hubcitytimes.com/2019/02/24/get-a-jump-start-on-gardening>
- February 27- Spencer: Get a jump start on gardening

Mosinee Times

- February 7- Visit MCPL Mosinee Branch on Valentine's Day to Make Cute Craft; Support Local Veterans with Cars Made at MCPL Spencer Branch; 120 Years of History to be Honored at MCPL Mosinee Branch Anniversary; Make Artistic Abstract Tile Coasters at MCPL Rothschild Branch
- February 14- Spend a Mid-Winter's Day Making Crafts at MCPL Marathon City Branch; Visit MCPL Mosinee Branch on Valentine's Day to Make Cute Craft; Learn to Quilt with a Monthly Program at MCPL Stratford Branch
- February 21- Learn to Quilt with Monthly Program at MCPL Stratford Branch; MCPL Wausau to Screen Film Adaptation of "First Man" on February 26
- February 28- LEGO Block Party for Kids Held Monthly at MCPL Mosinee Branch; MCPL Mosinee Branch to Offer Crafts and Coloring in March

Record Review

- February 6- Athens: Play and Learn, Create a Valentine, Needle Arts, Valentine's Day Story Time, Book Club-"Circe," Teen Book Club-"Steampunk!;" Edgar: Family Adventure Night-Paw Patrol; Book Club-"Killers of the Flower Moon;" Marathon City: Valentine's Day Story Time, Book Club-"The Last Mrs. Parrish;" Stratford: Family Story Time, Play and Learn
- February 13- Athens: Play and Learn; Create a Valentine, Needle Arts, Book Club-"Circe," Teen Book Club-"Steampunk!;" Edgar: Book Club-"Killers of the Flower Moon;" Marathon City: Needle Arts-All About Mittens!, Mid-Winter Craft Day, Valentine's Day Story Tie; Stratford: Family Story Time, Play and Learn
- February 20- Athens: Needle Arts, Teen Book Club-"Steampunk!;" Edgar: Teen Tech Week-Let's Get Animated; Marathon City: Happy Birthday Dr. Seuss!, Mid-Winter Craft Day; Stratford: Family Story Time, Play and Learn
- February 27- Athens: Needle Felting Workshop; Play and Learn, Family Story Time; Edgar: Book Club-"She Stood for Freedom," Passport Event, Teen Tech Week-Let's Get Animated!; Stratford: Family Story Time, Play and Learn, Book Club-"Hillbilly Elegy"

Senior Review

- February 2019- What's Happening Calendar- Wausau: Needle Arts

Wausau Pilot & Review

- February 3- Marathon County Public Library activities- Wausau: Facebook Fundamentals Part 1, Facebook Fundamentals Part 2, Duct Tape DIY, LENA Start; Edgar: Let's Celebrate LEGO Block Month, Family Adventure Night-Paw Patrol; Hatley: Create a Valentine; Mosinee: Create a Valentine, Celebrate 120 Years of the Mosinee Branch!; Rothschild: Marker-Dyed Coasters
<https://wausapilotandreview.com/2019/02/03/new-events-added-feb-3-marathon-county-public-library-activities>
- February 4- Marathon Count Public Library to hold winter book sale
<https://wausapilotandreview.com/2019/02/04/marathon-county-public-library-to-hold-winter-book-sale>
- February 7- Marathon County Public Libraries to close early today
<https://wausapilotandreview.com/2019/02/07/marathon-county-public-libraries-to-close-early-today>
- February 12- Marathon County Public Library activities- Wausau: March of the Elephants, Basics of the iPhone and iPad; Edgar: Let's Celebrate LEGO Block Month; Mosinee: Create a Valentine; Rothschild: MCPL DIY-Marker-Dyed Coasters; Stratford: Birding for Beginners II
<https://wausapilotandreview.com/2019/02/12/new-event-added-feb-12-marathon-county-public-library-activities>
MCPL locations close early due to winter storm
<https://wausapilotandreview.com/2019/02/12/mcpl-locations-close-early-due-to-winter-storm>
- February 23- Marathon County Public Library activities- Wausau: March of the Elephants, The Basics of iPhones and iPads, MCPL Movie Night-"First Man," Art Cluster Reception; Edgar: Let's Celebrate LEGO Block Month!; Rothschild: What's the Buzz-Honeybees and Beekeeping
<https://wausapilotandreview.com/2019/02/23/new-events-added-feb-23-marathon-county-public-library-activities>
- February 27- Marathon County Public Library Book Clubs, March 2019- Wausau: Women's Night Out-"Evicted;" Athens: "The Overstory," Teen Book Club-"The Poet X;" Edgar: "She Stood for Freedom;" Hatley: "The Joy Luck Club;" Marathon City: "How to Stop Time;" Mosinee: "Of Mice and Men;" Rothschild: "Surprise Me;" Spencer: "The Last Suppers;" Stratford: "Hillbilly Elegy"
<https://wausapilotandreview.com/2019/02/27/marathon-county-public-library-book-clubs-march-2019>

Wausau Times/Buyers Guide

- February 5- Steppin' Out- Wausau: Duct Tape DIY, LENA Start, Friends of MCPL Book Sale, Facebook Fundamentals-Part 2; Athens: Health & Wellness Club-Treats for a Happy Heart, Create a Valentine; Edgar: Family Adventure Night-Paw Patrol; Hatley: MCPL DIY: Decoupage Jars, Create a Valentine; Mosinee: Create a Valentine, Celebrate 120 Years of the Mosinee Branch; Spencer: Powered by Wisconsin Potatoes

- February 12- Steppin' Out- Wausau: Facebook Fundamentals-Part 2; Athens: Create a Valentine, Valentine's Day Story Time; Hatley: Create a Valentine, Valentine's Day Story Time; Marathon City: Valentine's Day Story Time; Rothschild: MCPL DIY-Marker-Dyed Coasters; Spencer: Honor Flight Mail Call
- February 19- Steppin' Out – Wausau: Which is Better? Book-to-Movie Night-“Bridge to Terabithia,” March of the Elephants; Athens: MCPL DIY-Wearable Art Spring Shawl; Marathon City: Needle Arts-All About Mittens!, Mid-Winter Craft Day; Stratford: Birding for Beginners II

Materials

- Youth

	2019 Annual Budget	Monthly Budget	Free Balance	Spent as of March 4th	% Spent
Juvenile Audiobooks	\$4,525.30	\$377.11	\$4,244.03	\$281.27	6%
Juvenile CDs	\$750.00	\$68.18	\$705.88	\$44.12	6%
Juvenile DVDs	\$13,172.63	\$1,197.51	\$10,311.03	\$2,861.60	22%
Juvenile DVDs Standing Order	\$2,000.00	\$181.82	\$1,910.80	\$89.20	4%
Juvenile Video Games	\$2,000.00	\$181.82	\$1,623.08	\$376.92	19%
Young Adult Audio Books	\$500.00	\$45.45	\$243.25	\$256.75	51%
Youth AV Subtotal	\$22,947.93	\$2,051.89	\$19,038.07	\$3,909.86	17%
Juvenile Fiction	\$20,000.00	\$1,818.18	\$16,261.64	\$3,738.36	19%
Juvenile NonFiction	\$36,117.83	\$3,283.44	\$30,399.76	\$5,718.07	16%
Juvenile Picture Books	\$34,328.05	\$3,120.73	\$26,891.17	\$7,436.88	22%
Juvenile Spanish	\$500.00	\$45.45	\$429.60	\$70.40	14%
Juvenile Standing Order Print	\$11,000.00	\$1,000.00	\$8,854.68	\$2,145.32	20%
Young Adult Fiction	\$8,530.21	\$775.47	\$6,805.97	\$1,724.24	20%
Young Adult Graphic Novels	\$4,000.00	\$363.64	\$3,474.33	\$525.67	13%
Young Adult NonFiction	\$759.44	\$69.04	\$591.12	\$168.32	22%
Youth Print Subtotal	\$115,235.53	\$10,475.96	\$93,708.27	\$21,527.26	19%
Youth Services TOTAL	\$138,183.46	\$12,527.85	\$112,746.34	\$25,437.12	18%

- Adult

	2019 Annual Budget	Monthly Allotment	Free Balance	Spent as of 3/5/19	% Spent
Adult Audiobooks	\$12,500.00	\$1,136.00	\$10,677.17	\$1,822.83	14.58%
Adult Music CD	\$7,500.00	\$682.00	\$6,625.95	\$874.05	11.65%
Adult DVD	\$31,500.00	\$2,864.00	\$24,766.08	\$6,733.92	21.38%
Adult Video Games	\$1,250.00	\$113.00	\$1,170.02	\$79.98	6.40%
Adult AV Subtotal	\$52,750.00		\$43,239.22	\$9,510.78	18.03%
Adult Paperbacks	\$1,875.00	\$170.00	\$1,875.00	\$0.00	0.00%
Adult Paperbacks S.O.	\$3,625.00	NA	\$3,625.00	\$0.00	0.00%
Adult Fiction	\$46,000.00	\$4,182.00	\$35,952.68	\$10,047.32	21.84%
Adult LT Fiction	\$7,200.00	\$655.00	\$6,257.51	\$942.49	13.09%
Adult LT S.O.	\$15,300.00	NA	\$7,009.26	\$8,290.74	54.19%
Adult Non-fiction	\$63,500.00	\$5,773.00	\$54,677.13	\$8,822.87	13.89%
Adult Non-fiction S.O.	\$4,000.00	NA	\$4,020.33	-\$20.33	-0.51%
Adult Biographies	\$10,000.00	\$909.00	\$8,768.76	\$1,231.24	12.31%
Adult Spanish	\$750.00	\$68.00	\$750.00	\$0.00	0.00%
Adult Hmong	\$750.00	\$68.00	\$738.00	\$12.00	1.60%
Adult Print Subtotal	\$153,000.00		\$123,673.67	\$29,326.33	19.17%
Adult Services TOTAL	\$205,750.00		\$166,912.89	\$38,837.11	18.88%

Monthly Business Report – March, 2019

The monthly Bills and Services report, the CIP Report, and the Obligation vs. Budget reports are all in this packet representing transaction for both December of 2018 and January, 2019. The CIP report is, again, the December, 2018 version which is used since year-end transfers have yet to occur.

In compiling information for the 2018 Department of Public Instruction Annual Report it was found that monies budgeted for maintenance employees working at the library were placed in a Facilities and Capital Management account. Our agreement with Facilities and Capital Management states that monies should be kept segregated as they are under the control of the Library Board of Trustees. The agreement was written to comply with statutes contained in Section 43.58. We are working with necessary departments to verify any necessary action necessary to comply with the statute. Attached below is the two page “Memorandum of Understanding Between The Marathon County Library and Marathon County For Facility Maintenance and Capital Projects”.

**Memorandum of Understanding
Between
The Marathon County Library
And
Marathon County
For Facility Maintenance and Capital Projects**

Introduction

Wisconsin Statutes 43.58 (1) Charges the Marathon County Public Library Board with custody of and the authority and responsibility for maintaining and improving all facilities designated by the County for use by the Marathon County Public Library system. As an agency of the County, as described by Wisconsin Statute 43.21 (2) (a) the Marathon County Public Library system has the potential to benefit extensively from employee expertise and facility maintenance and construction systems operated and maintained by the County. As the largest financial contributor and as the organization ultimately responsible for property and casualty exposure occurrences, Marathon County has a special interest in the development, maintenance and safe operation of the Marathon County Public Library System facilities.

Purpose for the Memorandum of Understanding

This memorandum of Understanding is developed for the purpose of clarifying and formalizing the working relationship between the Marathon County Public Library System and Marathon County for the construction, maintenance, and operation of the Marathon

County Library System facilities. Facilities to include those buildings, parking lots, and internal and external support systems i.e. electronic communication wiring, telephone systems, and other facility systems owned and/ or operated and designated by Marathon County as Library Facilities. This memorandum does not address branch library facilities in which the Marathon County Public Library system operates. Construction, maintenance and operation of community branch libraries is addressed in separate agreements with each branch library community.

Relationship Principles

1. The Marathon County Public Library will on a first refusal basis use the maintenance functions provided by Marathon County including custodial services, day to day building repair, routine system maintenance, utilities maintenance, grounds keeping, and snow removal . These services will be provided by Marathon County and or by vendors employed by Marathon County. In the event Marathon County does not have the expertise required or chooses not to provide the services required by the Marathon County Public Library, the Library may obtain these services from other vendors after receiving written notice of denial of services from the Marathon County Facilities and Capital Management Director. Throughout the process of obtaining services from sources other than Marathon County, the MCPL Director will work closely with the Marathon County Facilities and Capital Management Director to assure the compatibility of contracted maintenance services with county maintenance practices.
2. Funds for Library Maintenance will be budgeted in a segregated fund in the Counties Building and maintenance Department budget. These funds will be used specifically for Library maintenance and not transferred to other accounts. Annually as part of the County's budget development process, the County's Facilities and Capital Management Director will in consultation with the Library Director prepare a budget request for library facility construction, remodeling and maintenance. Once approved, these funds shall be considered as being under the control of the Library Board at all times with day to day management by the County's Buildings and Grounds Directory. Unobligated funds remaining in the library maintenance budget at the end of the fiscal year will be managed by the Library Board and transfers to appropriate accounts as determined by that Board.
3. The County's Facilities and Capital Management Director will be responsible for providing direction and supervision for all County maintenance staff and all other vendors the County employs to provide Maintenance remodeling and construction services for the Marathon County Public Library system.

4. Marathon County Public Library will adhere to the Counties CIP request process when requesting CIP funding from the County. The Library will adhere to the County's CIP committee calendar for the submission of such requests. The Library Board may proceed without Marathon County CIP committee or Marathon County Board approval with building and or remodeling projects which are funded by sources other than County CIP funds. Regardless of the funding source, the Marathon County Public Library System will on a first refusal basis use the engineering services, vendor bid solicitation and construction services of the County for the construction and or remodeling of library facilities. Upon written refusal of these services by Marathon County, the Marathon County Public Library may engage other vendors in providing these services. The MCPL Director will work closely with the Marathon County Facilities and Capital Management Director to assure the compatibility of construction obtained from sources other than Marathon County with Marathon County standards.
5. The County on a regular and appropriate schedule will conduct annual inspections of the library facilities to document compliance with ADA, life safety, and other fire and building codes.
6. Marathon County will provide the appropriate and necessary property and casualty insurance for all Central library facilities. Appropriate insurance for branch library facilities will be provided by the local community as part of agreements developed between the MCPL and the local community.
7. This agreement may be changed at any time with the concurrence of both parties. This agreement may be terminated by either party at the beginning of a fiscal year, by giving the other party written notice by September 1 in the year prior to the beginning of a new budget year. This written notice requirement may be waived if both parties agree.

Dispute Resolution

The same dispute resolution procedure described in the Fiscal Support Services Memorandum of Understanding will be used to resolve facility disputes.

Drafted 6/27/2011

February 2019-Support Services Monthly Report

Circulation Team

Passports News:

- 34 Adult Passport Books
- 14 Minor Passport Books
- 1 Adult Card
- 0 Minor Cards
- 1 Adult Book and Card

The MCPL Passport team accepted a total of 50 passport applications accepted at \$35.00 ea. and 66 photos were taken at \$10.00 each for a total of \$2,410.00 collected. We also assisted with 26 renewal applications.

- 02/13/19 Deb F and Pam S met with Katie Z to discuss swap out procedure.
- 02/14: Mary S, Kitty R, Kee L met with Support Services manager, Matt D for Leads Meetings.
- Upcoming Circulation Team meeting scheduled for 3/6/19.
- Laura D, Pam S, Kitty R, Deb F have been training to assist with inventory process.
- 02/27: Laura D met with Support West Team to discuss Children's Easy reader fiction inventory protocol
- Circulation Team back at full staff.

Support Services Team

- 2/14: Chris and Pat attended the V-Cat Bib Committee meeting. Topics discussed:
 - Bootleg DVDs
 - Cataloger training plan
- 2/14: former Page Ollie C. spent a little time with us learning about the acquisitions process.
- 2/18: new staff member Rose D. was introduced to the Support Services Team and given a summary of what we do.
- Team members helped the Page Team with shelving.
- Inventory project:
 - Adult fiction and paperbacks: done.
 - Adult large print: DELBA
 - Juvenile picture books: CZ
- Spine label project:
 - Adult fiction: CHIAV
- Stephanie is cleaning the juvenile Christmas DVD collection.

Pages Team

2/1/19 Completed shelving reading on Adult fiction Paperbacks and ready for inventory

2/1: Hayli and Kee completed shifting 800's non-fiction books

2/8: Olivia's last day on the Page team

2/11: Hannah switch her shift from 10-2 to now 8-12

2/11: Kee completed searching for “Missing in inventory” list of paperback books and ready for Kate to report.

2/12: Kee trained Olivia and Rose on ILL

2/14: Attended Lead’s meeting

2/16: Kee worked to fill in missing Saturday afternoon shift

2/19: Culture survey started

2/20: Interviews for the page position

Branch Libraries Report

February 2019

Athens Monthly Report

Events and Programs:

- Family Story Time: Family Story Time met for 3 sessions with 7 adults and 35 children in attendance.
- Play and Learn: Play and Learn met for 3 sessions with 3 adults and 18 children in attendance.
- Book Club: February book club had 4 attendees to discuss *Circe* by Madeline Miller. In March, the club will discuss *The Overstory* by Richard Powers.
- Fiber Arts Club: Our Fiber Arts group met 4 times with a total of 15 adults attending.
- Health and Wellness Club: Athens held a Health and Wellness Club on February 5th discussing ways to enhance a healthy heart. 1 adult participated in this discussion.
- DIY Valentine Cards: Patrons were invited to create their own Valentine Cards during the week of February 11th- 14th. Supplies were provided by library staff. 6 adults and 2 children participated.
- Spring Shawl: On February 19th Athens held a tutorial on how to create a knitted spring shawl. 4 adults attended this event.

Library and Community News:

- A “Valentine” display featuring themed books and DVDs was set up near the circulation desk for the month of February.
- Athens had a passive program which encourage people to write on a heart and share what they loved. We had a total of 16 participate in this program.

- We had a winter storm/extreme weather on February 7th and February 12th. The Athens branch closed at 5pm on Thursday February 7th.
- Heather Bain subbed in Athens on February 26th.

Circulation Statistics:

- Athens circulated 1,442 items in February 2019. This is a 16.21% decrease from February 2018. In 2019 year-to-date, Athens has circulated 3,334 items. This is a 13.27% decrease from 2018.

Facilities Update:

- **Leaking Ceiling:** The Athens Branch had a leaking ceiling in the children's area starting on Thursday February 19th the village was immediately notified about this issue. Maintenance cleared off ice and snow on the roof which stopped the leaking that day. The leaking was an issue again on February 26th. Ceiling tiles have been water damaged and the children's area is currently blocked off until tiling is replaced.
- **Internet and Phone Service Outage:** The Athens branch had an internet outage and no phone service on February 25th - 27th. Service came back on at 2pm on February 27th.
- **Internet Outage:** Internet was down on Monday March 4th. Ben Dietz contacted Charter and the outage was fixed right away.
- **Cassie:** We are currently experiencing a few problems with Cassie after the internet outage. Staff is keeping in contact with Ben Dietz about these issues.

Edgar Monthly Report

Events and Programs

- **Family Storytime:** Edgar held a family story time 1 times this month with a total of 2 adults and 4 children attending.
- **Play & Learn:** The Family Resource Center held Play & Learn 3 times this month with a total of 14 adults and 38 children.
- **Book Club:** In February the book club met and discussed the book "Killers of the Flowers" by David Grann with 7 members present. The book club will discuss the book "The Woman in Cabin 10" by Ruth Ware in March.
- **Homeschool Huddle:** This is a program for homeschool families, this month we held 3 program with 5 adults and 16 students attending.
- **School Visits:** St John's Catholic school came for 2 visits during the month with 2 adults and 13 students.
- **Family Adventure night:** "Paw Patrol" was the theme for February, with 9 adults and 12 children attending.
- **Daycare outreach:** Alyssa visited the Edgar Daycare and did a story time for them. She visited 3 times with a total of 3 adults and 34 children present.

- Passive Program:
 1. Patrons were asked to tell us what their favorite book is and put it on a Lego Block, 22 Lego blocks were handed in and displayed.
 2. The Edgar Branch did a February Reading Challenge for adults with 6 adults completing challenge.
 3. February is Lego month so we asked the patrons to make Lego creations to display. There were 27 creations made.

Circulation Statistics

The circulation statistics for the month of February were 1704 items checked out, this is a 201.59% increase for the same month last year and a 65.43% increase from 2018.

Library News

- A book display was setup for the Reading Challenge to encourage patrons to read about something that they “love” and read about it.

Facilities Updates

- The ceiling in the children’s room on the southwest corner had an ice bridge and leaked. The village has taken care of the problem and no books were damaged.
- The bathrooms at the village hall in Edgar were down for a few hours on 2/27/19. The problem has been addressed and everything is working.

Hatley Monthly Report

Events and Programs

- Family Story Time: Themes of “Snakes,” “Trees,” and “Unicorns” brought in 6 adults and 8 children.
 - a. Valentine’s Day Story Time had no participants due to the Snow Storm.
- Book Club: *Shotgun Lovesongs*. Due to the Snow Storm this month’s was canceled. This book will be discussed at the March session along with March’s selection.
- Play & Learn had 3 sessions and brought in 14 children accompanied by 9 adults.
- Hobbies/Crafts Night had a very long turnout of 30 adults doing various crafts/hobbies (stamping, card making, knitting, quilting...)
- Lego Block party had 1 child participant.
- Outside the lines: Coloring Party had 0 participants.
- Passive Programming
 - a. Which will win the Oscar? Patrons were able to choose which Best Picture Nominee and Animated Feature Nominee would win the Oscar. We had 15 votes for the Animated Feature Nominees with 8 votes predicting The Incredibles 2 being the winner. We had 9 votes for the Best Picture Nominees with 6 votes predicting Black Panther the winner. Unfortunately neither winner

was correctly predicted, Spider-Man: Into the Spider-Verse won Animated Feature and Green Book won Best Picture.

- Decoupage Jars, which was originally scheduled to be held Feb 7th was rescheduled to Feb 22nd due to weather and the library closing early. The rescheduled event had 5 adults participate.
- Create a Valentine had 4 adults, 8 children, and 1 young adult stop in the week of Valentine's Day to create their own unique cards to give to their Valentine's.
- Our Facebook Basics class has been rescheduled for April. This is because of the ice/snow storm that had happened the night before and it was decided by staff to cancel it for the day.
- Our Tech Drop In program had 0 participants this month.

Upcoming Programs

- Special Story Time – Happy Birthday Dr. Seuss
- Children – Family Story Time, Play N Learn
- Adult – Book Club
- Tween/Teen – None
- All Ages – Outside the Lines, Lego Block Party, Hobbies/Crafts Night, Tech Drop In Help, Recycled Magazine Crafts, Family Escape Room
- Passive: Help Us Make a rainbow by putting up your favorite color bulletin board

Circulation Statistics

- Hatley circulated 2,246 items for the month. This is a 1.63% increase for the month. Year to date is 4,543 items. This is a 2.30% decrease from last year.

Library News

- Libraries closed early twice due to Weather.
- Heather helped cover shifts in both Rothschild and Athens

Facilities Updates

- New computer chairs for both Staff and Public have been delivered!

Marathon Branch Monthly Report

Events and Programs

- Family Story Time: In February, Marathon held two regular family story time events with a total of 17 children and 9 adults attending. Family Story Time is held year round on Thursdays at 10:30 am.
- Book Club: The participants read the novel, *The Last Mrs. Parrish* by Liv Constantine and 4 people joined in for discussion. In March, we will meet to discuss *How to Stop Time* by Matt Haig. Book club meets the second Monday of the month from 5:45 PM – 6:45 PM.
- Our monthly Needle Arts event is held on the third Wednesday from 4:00-6:45 pm. This month there were four participants who learned a little more about mitten making.

- On January 13 and 14 Mrs. Drexler's 4K classes from St. Mary's came in for a story time and check out. Two adults and ten students came in each day to listen to a story, sing songs and check out books. The classes visit each month during the school year.
- On Thursday, February 14 we held a special Valentine's Story Time. We read stories, sang songs and made a cute heart craft, and 13 children and 9 adults attended.
- On Friday, February 22, we held a Mid-Winter Craft Day. Children of all ages created a variety of winter-themed crafts. A total of 6 adults and 17 children stopped in during this district in-service day.
- On Thursday, February 28, we celebrated the Birthday of Dr. Seuss. We read stories, sang songs and created an adorable "Cat in the Hat" craft. Four adults and five children participated.
- Upcoming Events and Programs: Story Time, Book Club, Needle Arts, and 4k class visits will continue as usual. We will be hosting the first of a series of programs dealing with Alzheimer's and Dementia in the month of March. JoAnn Janikowski of the Alzheimer's Association will present the first program, "Understanding Alzheimer's & Dementia" on Wednesday, March 13 from 5:30-6:30 pm. This program will provide a general overview for people who are facing a diagnosis as well as those who wish to be informed. JoAnn will conduct a question-and-answer session to follow. On Wednesday, March 27 from 5:30-6:30, JoAnn will present the program "Effective Communication for Families Facing Alzheimer's." This program will focus on learning effective communication strategies and how to decode messages through attitude, tone of voice, facial expressions and body language. There will be a Spring Craft Day event held on Friday, March 15 from 11 am to 2 pm. Children can stop in during their in-service day and create some lovely Spring-themed crafts. On Monday, March 18 from 3:30 to 4:40 pm, we will offer a Library Learning activity focusing on how to submit Writing to Literary Magazines. Aspiring writers are welcome to join us for a discussion about getting work published!

Circulation Statistics

- Marathon circulated 3,127 items during the month of February. This is a 6.22% increase from this time last year. So far in 2019, Marathon has circulated 6,384 items. This is a 6.13% increase over last year.

Library News

- Lisa will attend the Branch Coordinators' meeting on March 15.

Facilities Updates

- Nothing to report at this time.

Mosinee Monthly Report

Events and Programs

- Family Story Time: Ashley led 4 Family Story Times that brought in 16 adults and 21 children, who braved multiple snow days. Ashley's outreach story time at the Mosinee Head Start served 4 adults and 15 children.
- Play and Learn: The Family Resource Center presented 4 sessions as well that brought in 17 adults and 22 children.
- Book Club: On the 18th twelve adults, including another new member, joined us for a discussion about *Still Life with Bread Crumbs* by Anna Quindlen. Next month we will discuss *Of Mice and Men* by John Steinbeck.
- Recurring Programs: Lego Block Party brought in 1 adult and 1 child.
- We started the month with an ice cream cone craft in honor of "Eat Ice Cream for Breakfast Day". Five families, 5 adults and 7 children joined us for the celebration.
- From the 6th-13th nine adults and 13 kids made their own Valentine's Day cards.
- On the 14th four adults and 4 kids celebrated Valentine's Day by making a cute paper heart hedgehog craft.
- On the 11th 18 adults joined us for our 120th anniversary by learning about the history of the Mosinee Library from Gary Gisselman of the Marathon County Public Historical Society. It was a really wonderful and informative event with great comments from those that attended!
- Passive Programs: We had 36 patrons decorate our library with hearts saying the title of their favorite book.
- Upcoming Programs: Family Story Time, Head Start Outreach, Play and Learn, Book Club, and Lego Block Party will continue as usual. We are again hosting a month of crafts and coloring in honor of National Craft Month. Each week in March we will have a different craft available for kids, any time they come into the library. Crafts include woven butterflies, sock puppets, paper cacti, and a tech week that includes Dash and Dot, Goldie Blox, magna tiles, and several maker kits.

Circulation Statistics

- Mosinee circulated 3,769 items in February 2019. This is a 15.90% increase. Mosinee has circulated 7,076 items in 2019. This is a 4.94% decrease.

Library News

- Displays: Our fireplace featured a "Read It and Weep" display featuring 'tear jerker' books and Kleenex at the ready. Our fiction area featured a "Book vs. Movie" display, with books and their corresponding movie. We also featured relationship books for our display by our hold shelf.
- Ashley covered at the Rothschild Branch.
- Adult fiction was weeded.
- Rounding was completed.

Facilities Updates

- On February 19th our Main Street entrance light was replaced after it had fallen during the night on January 30th.
- On February 14th we had no phones, Sierra, or internet from 1:30 p.m. until the following morning due to an issue with Charter.
- Mosinee library staff are working hard to keep our entrances and sidewalks safe and clear, especially as Public Works has sometimes not been able to reach us until after we are open due to the extreme amounts of snow and ice we've been experiencing.

Rothschild Monthly Report

Events and Programs

- Family Story Time/Play and Learn: In February, we held 3 regular family story times with 34 adults and 37 children attending. Shirley presented an outreach story time at St Therese daycare for 5 adults and 26 children, and an additional outreach story time at Head Start for 4 adults and 19 children. We also held 3 Play and Learn sessions for 71 participants.
- Book Club: In February, 13 book club members met to discuss *Anna and the Swallow Man* by Gavriel Savit. In March, the club will discuss *Surprise Me* by Sophie Kinsella. We are currently investigating the possibility of adding an evening book club.
- Recurring Programs: 7 people joined us for LEGO Block Party, and 3 people joined us for game day.
- Other Programs: 10 people participated in Puzzle Week, 62 people joined us for our magnet painting craft, 4 adults joined us to make coasters, and 2 people joined us for our monthly book baby story time.
- Passive Programs: 29 people participated in our "Who Do You Love?" display, and we also had a book display for Valentine's Day and shared some of our favorite fairy tales and fables.
- Upcoming Programs: In March, we will continue with our regular programming. Also scheduled are a monthly Book Babies event, a program about beekeeping, a presentation about recycled glass garden decorations, a meditation program, and a container gardening program.

Circulation Statistics

- Rothschild circulated 9,194 items in February. This is 3.7% decrease from last year. In 2019, Rothschild circulated 19,110 items. This is a 3.71% decrease from last year.

Library News

- Rothschild staff weeded the adult nonfiction and shifted the collection. We also weeded and sorted our J fiction.

- Ollie started working as an assistant in Rothschild. We are very happy to have her as part of the team!
- People have been picking up federal and state tax forms.

Facilities Updates

- Ben switched out one of our patron computer monitors and updated some software on the public computers.

Spencer Monthly Report

Events and Programs

- On February 5th, Sarah Agena from the Wisconsin Potato & Vegetable Growers Association presented “Powered By Wisconsin Potatoes”. Sarah showed us how to make potatoes part of a healthy diet. 19 adults were present and asked for her to come back for another program!
- Four Story Times/Play N Learn were held in the month of February with a total of 21 attending.
- Rookie Rockets Day Care Story Time was held four times in the month of February with a total of 41 attending.
- On February 5th, Audrey went to the Spencer Elementary Pre-K class to do a story time. There were 23 present.
- Cribbage Day was cancelled due to snow.
- On February 13th, the Kindergarten class from Spencer Elementary School came to the Spencer Library for a story time and to check out books. Audrey read two stories, and those who had a library card with them were allowed to check out a book. A total of 49 were at the library.
- On February 14th, “Honor Flight Mail Call” was held. This is an opportunity to make cards and posters for the veterans returning on the Honor Flight. 18 adults, 3 children and 1 young adult participated.
- Book Club met on February 18th and 21st to discuss the book, “Murder on the Orient Express”. A total of 9 were present.
- A passive program was held for Valentine’s Day, asking “Why do you love your library?” Many great responses were pinned to the large heart from friendly and helpful staff, great books and all the programs that are held. 12 adults participated.
- On February 28th, Audrey was invited to the Kindergarten class to be part of “Read Across America”. Audrey read two of her favorite Dr. Seuss stories, and had her picture taken with the class. There were 12 in attendance

Circulation Statistics

- Spencer circulated 1,763 items in the month of February. This is a decrease of 5.57%. Spencer has circulated 3,633 items in 2019. This is a decrease of 3.69%

Library News

- Snow and cold affected many of the programs and also resulted in cancelling of others.
- The “Honor Flight Mail Call” program was held for the third time at the Spencer Library. Attendance was down due to snow and cold. However, those who participated worked hard and had fun while making over 120 cards and posters. These cards and posters will be handed out to veterans on the next Honor Flight returning from Washington D.C. in April.

Facilities Updates

- The Village of Spencer has done a remarkable job keeping our library doors, patron parking lot, and employee parking lot clean from snow. Throughout the day they will continue to shovel, plow and spread sand/salt to the library entrance door.

Stratford Monthly Report

Events and Programs

- Our new bookclub, Nonfiction@Night, met for the second time on Feb. 6. Three members attended to discuss *The Boys in the Boat* by Daniel James Brown.
- Our Stratford Fiction Book Club met Feb. 18 to discuss *The Widower’s Tale* by Julia Glass; nine people attended.
- A Birding for Beginners Program was held Feb. 20. One patron attended.
- Our Quilting Club met Feb. 24. One person attended.
- Passive Program: 10 patrons participated in a Valentine’s Day Display and added hearts with thoughts about why they love their library.
- Passive Program: 33 children enjoyed the February worksheets and coloring sheets.
- Story Time and Play & Learn met four times in February, with a total of 16 adults and 30 children attending. Our themes for stories, activities, and crafts included obstacles, Valentine’s Day, teeth, and fingers and finger plays.
- St. Joe’s Pre-K and K students visited for story time and book checkout on Feb. 11, with 6 students and 1 adult attending.
- St. Joe’s 1st & 2nd graders visited Feb. 5 and 19 for story time and book checkout, with a total of 16 students attending.
- St. Joe’s 3rd and 4th graders visited Feb. 5 and 19 for book checkout, with a total of 18 students attending.

Circulation Statistics

- Stratford circulated 1,615 items in February. This is a 7.18% decrease from last year. In 2019, Stratford circulated 3,531 items. This is a 1.56% decrease from last year.

Library News

- A *Read ‘em and Weep* book display was set up for Valentine’s Day.
- MJ completed a Juvenile Non-Fiction Weeding Project from Katie Zimmermann.

- Katie Z. and Kate Sullivan are planning to visit on Monday, March 4, to review the Stratford collection.

Facilities Updates

- A new key was issued to Waltco on Feb. 26 after they reported that their key no longer worked in our door. The key they returned to us does not match our current keys, but this is the key they say they have been using for years.

Director's Activities:

- 2-18-19 Marathon County Public Library Board of Trustees Meeting
- 2-19-19 Early Years Coalition Planning Committee Meeting
- 2-20-19 Milwaukee Public Library reps here for LENA introduction/Cancelled
- 2-25-19 Friends of the Marathon County Public Library Board Meeting
- 3-06-19 Monthly agenda meeting with Library Board President
- 3-07-19 Environment, Education, EDC Meeting
- 3-13-19 Milwaukee Public Library reps here for LENA introduction
- 3-14-19 MCPL Foundation Board Meeting
- 3-18-19 Marathon County Public Library Board of Trustees Meeting
- 3-19-19 Early Years Coalition Steering Committee Meeting
- 3-20-19 LIFE Report Steering Committee Meeting
- 3-21-19 County Department Heads Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

- 3-18-19 Marathon County Public Library Board of Trustees Meeting
- 3-19-19 Early Years Coalition Steering Committee Meeting
- 3-20-19 LIFE Report Steering Committee Meeting
- 3-21-19 County Department Heads Meeting
- TBD Policy reviews w/Leah and Matt
- TBD Monthly agenda meeting with Library Board President
- 3-25-19 Friends of the Marathon County Public Library Board Meeting
- 3-26-19 Deliveries Meeting @ MCPL (MCPL, WVLS, IFLS, NWLS, SCLS)
- 4-04-19 Library Advisory Council Meeting @ WVLS
- 4-11,12-19 Toward One Wisconsin in Milwaukee
- 4-15-19 Marathon County Public Library Board of Trustees Meeting

LIBRARY PROJECTS, PROGRAMS, EVENTS:

RFP for Interior Design at HQ and Branches schedule:

CALENDAR OF EVENTS

- Release of RFP Monday, December 17, 2019
- RFP Advertisement Monday, December 17, 2019
- **Architectural meeting Tuesday, January 8, 2019 10:00AM**
- **Deadline for Receipt of Questions Tuesday, January 15, 2019 4:30PM**
- Cut-off for issuance of addenda Friday, January 18, 2019 4:30PM
- **Proposal Submission Deadline Tuesday, January 22, 2019 2:00PM**
- Selection of short-listed firms Week of February 4, 2019
- Scheduling short-listed firms for interviews Week of February 11, 2019
- Firm Interviews if required Week of February 18, 2019
- Ranking of Firms/Awarding of contract Week of February 25, 2019
- Completion of contract negotiations Two weeks after rankings
- Consultant begins planning preparation One week after contract completion
- Project Completion Three months after contract is executed

UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:

WAPL (WI Assoc. of Public Libraries) Annual Conference in Rothschild May 1-3.

Innovative Users Group (IUG) is in Phoenix, AZ from May 5-7.

Any other issues or items of note:

Updates on the Public Library System Redesign Project can be found at:

<http://www.plsr.info/>

Letters and notes are posted at the Library Board Meeting.

GL787 LIB 18 CIP TRANS Report Format 511

Period 13 ending December 31, 2018 Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2018 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 934 CIP PROJECTS							
APR 777A LIBRARY CIP PROJECT							
Cat 980 CAPITAL OUTLAY							
Act 8118 LIBRARY-BRANCH DEVELOPME	536,647.00			9,730.76	9,730.76	526,916.24	1.8
Act 8291 LIBRARY AUTOMATION				8,455.33	8,455.33	8,455.33-	
Act 8400 MAIN LIBRARY CUST SERVIC	237,037.00			69,401.18	69,401.18	167,635.82	29.3
Act 8444 LIBR-CUSTOMER SRV AREA				11,838.08	11,838.08	11,838.08-	

APR 777A LIBRARY CIP PROJECT	773,684.00			99,425.35	99,425.35	674,258.65	12.9

Or2 934 CIP PROJECTS	773,684.00			99,425.35	99,425.35	674,258.65	12.9

Sub 604 LIBRARY CIP PROJECTS	773,684.00			99,425.35	99,425.35	674,258.65	12.9

Report Final Totals	773,684.00			99,425.35	99,425.35	674,258.65	12.9
=====							

ITEM NUMBER: 6.06
CHAPTER 6: Library Board
CODE: Policy
COMPUTER ID: LIB-6

Title: Board Meeting Minutes to Staff
Effective Date: 6-28-86
Authorized By: Library Board of Trustees
Date of Last Revision: ~~2/2009~~ 3/2019

Regular Library Board meeting agendas and minutes will be distributed to each location and placed on the Library's Website.



To: Marathon County Public Library Board Members
From: Ralph Illick, Library Director
Date: 03/19/19
Subject: 2018 Library Fund Balance

2018 Fund Balance Sources

665 Personnel & Operating	\$ 166,375.61
206 Maintenance	\$ 45,001.86
665 8 Revenue	\$ 31,098.85

TOTAL **\$242,476.00 – Rounded to even dollar amount**

Potential allocation

Customer Service Area	\$ 242,476.00
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TOTAL **\$242,476.00**