




**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**of a meeting of the Personnel Committee of Marathon County Public Library Board of Trustees,  
Monday, May 20, 2019 at 11:30 a.m.  
Athens Branch Library.**

**AGENDA**

1. Call to Order
2. Roll call vote to go into closed session pursuant to Wisconsin Statute, Sec. 19.85(1)(c), for the purpose of considering performance evaluation data of a public employee over which the Library Board has jurisdiction.
3. Roll call vote to reconvene into open session
4. Possible announcements from closed session
5. 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: May 14, 2019  
 FAXED TIME: 9:17 a.m.

**NOTICE POSTED AT COURTHOUSE**

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



COUNTY OF MARATHON  
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

of a meeting of the Marathon County Public Library Board of Trustees,  
Monday, May 20, 2019 at 12:00 noon  
Athens Branch Library.

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) Renovations Project Update – For Discussion and Informational Purposes Only
- 8. (10 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
- 9. (10 minutes) Roof Update – For Discussion and Informational Purposes Only
- 10.(10 minutes) WI-FI at Branches Request by Farmer’s Union – For Discussion and Possible Action
- 11.(10 minutes) Culture Survey – For Discussion and Informational Purposes Only
- 12.(10 minutes) Budget Update – For Discussion and Informational Purposes Only
- 13. Announcements
- 14. Request for Future Agenda Items
- 15. Next Meeting Dates
  - Monday 06/17/2019
  - Monday 07/15/2019
  - Monday 08/19/2019
  - Monday 09/23/2019
- 16. 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  
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FAXED BY: H. Wilde  
FAXED DATE: May 14, 2019  
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NOTICE POSTED AT COURTHOUSE

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, April 15, 2019. Wausau Community Room, Marathon County Public Library.

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

Excused:

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

The meeting was called to order at 11:58 a.m. by Sharon Hunter. Sharon Hunter welcomed visitors to the meeting.

**A motion was made by Kari Sweeney to approve the Board of Trustee minutes from the March 18, 2019 meeting. Seconded by MaiGer Moua. Motion carried.**

**A motion was made by Katie Rosenberg to approve the Bills & Services report for March 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.

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – No Report

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

New Rollout of Children's Backpack Program

About six months ago, I received a visit from the sheriff's department. A non-profit organization approached the sheriff's department with a larger backpack than the one sitting in front of you. The organization told the sheriff's department they can have these backpacks to keep in their squad cars. When they come upon a scene where there might be a small child, there are a couple books to occupy the child. The program costs \$150.00 for one backpack that has ten smaller backpacks in it. The department doesn't have to raise the money, the non-profit does this. They solicit businesses in the community for the funds. After looking into the non-profit a bit more, the library has decided to come up with something of our own. The Business Manager came up with the logo and we have put a small amount of money into this little bag. Tom will be meeting with the sheriff's

department soon to get them into the deputy's vehicles and working with community members to get them into the Neighbors Place and the Women's Community Center.

#### Harry Potter Program

Library Services put together an escape room which ran two days. The only complaint was we did not run it long enough for all that wanted to attend. We will hold another escape room this summer since it was such a big hit.

#### Budget Issues Update

A conversation was had with County Administrator Karger. He will work with the Finance department on the issues we have.

#### Review Committee Memberships

Education Committee: Kari Sweeney and Sarah Thurs

Personnel Committee: Sharon Hunter, Scott Winch and Katie Rosenberg

Building Committee: Scott Winch and Gary Beastron

Nominating Committee: Sharon Hunter, MaiGer Moua and Kari Sweeney

**A motion was made by Scott Winch to accept the Membership Committees. Seconded by Katie Rosenberg. Motion carried.**

#### RFP Update

Engberg Anderson has received the drawings of our branch libraries. There will be a conference call regard the designs.

#### Deliveries Meeting Update

A meeting was held with South Central, Indianhead and WVLS. There was talk about the general parameters to add MCPL as the northern hub. This is for general delivery process only, not moving to South Central. There are five sections for deliveries in the region. This would potentially take over all WVLS deliveries and limit it to one vendor.

#### Staff Day Update

This year our staff development day will be held on Friday, September 20. We will have staff training for the second half of the day and for the first half we will incorporate technology. We have arranged for Fredi Lajvardi to come and speak during the first half of the day. There will be 65 invitations going out to the Marathon County Public Library Board of Trustees, Friends of Marathon County Public Library, Marathon County Foundation Board, and community members to come and listen.

#### Parking Issue Update

I've met with Mr. Sippel regarding the parking issue. There are more aggressive pedestrian signs, but not much more we can do about parking concerns as we are already promoting where library patrons can park besides the library parking lot. We can work with the City of Wausau to get more prominent pedestrian signs. There will be a cost shared with the City of Wausau, this is an agreement they have worked out with others.

### Announcements

Board Member Moua shared her experience at the Toward One Wisconsin meeting in Milwaukee WI. One of the meetings attended was focused on libraries. Merrill and Sun Prairie Public Libraries shared they have been working on ways to be more inclusive to not only making services accessible, but also looking internally at their staffing to see if it is inclusive in its representing the community. They showed a survey from DPI to review to see if they are making any gains toward becoming an inclusive system. Sun Prairie did mention that since last year they have been fine free.

### Request for Future Agenda Items

- Budget

**A Motion was made by Sarah Thurs to adjourn the meeting at 12:39 p.m. Seconded by MaiGer Moua. Motion carried.**

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

Library Director

Note: These minutes subject to approval at the next Library Board meeting scheduled for May 20, 2019.

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

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

Excused: Scott Winch

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

The meeting was called to order at 11:59 a.m. by Sharon Hunter. Sharon Hunter welcomed visitors to the meeting.

**A motion was made by MaiGer Moua to approve the Board of Trustee minutes from the February 18, 2019 meeting. Seconded by Katie Rosenberg. Motion carried.**

**A motion was made by Katie Rosenberg to approve the Bills & Services report for February 2019. Seconded by Kari Sweeney. Motion carried.**

Public Comments – None

President – No Report

Other Board Members – Board Member Moua reported that she is part of Marathon County GARE (Government Alliance on Race and Equity). The purpose is to learn more about how government plays a part in creating racial equity.

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

- In June the County will form a committee on how departments and government agencies respond to weather situations. The library will have people represented on the committee.

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – Director Illick reported the Foundation met on March 14. They agreed to commit up to \$250,000 for our technology updates.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report handed out at the meeting. Board Member Sweeney reported the WAPL meeting will be held in Rothschild this year. The WVLS board did share some concerns regarding MCPL potentially changing systems.

#### Local Schools Attending Summer Library Programs Update

There was a situation last year during SLP. We were caught off guard with large groups from local schools attending the programs, but didn't communicate with us regarding their attendance. We welcome all, but we only have a certain capacity in the community room. We want to work together with larger groups and maybe a deal can be reached with the performers and schools.

#### Patron Concerns about Parking

An email was received from a patron regarding limited parking at MCPL. The individual proposed the vacant lot to the west side be considered for handicap and elderly parking. We have by code a specific number of parking spaces for our facilities. We would like to have more prominent flashing lights for crossing the streets. A suggestion was to have conversations with those that oversee the parking and traffic downtown to see what could be done.

**No motion was made**

#### Policy – Board Meeting Minutes to Staff (6.06)

**A motion was made by Katie Rosenberg to accept the changes made to the policy as presented. Seconded by MaiGer Moua. Motion carried.**

#### 2019 Budget Update

There were challenges. We have an agreement to work together with Facilities and Capital Management to come up with a budget. The budget report in January, it was noticed that the Facilities portion for staff was zero. There were emails sent to Finance and Facilities, it was decided by Facilities that the budget wouldn't change. The reasons for the change is, ease of accounting so everything is in one account and for CIP funds. Under Section 43, it states that libraries are to keep left over money. We have done things to the library to improve efficiencies and save money. The budget needs to be relevant.

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

**No motion was made**

#### Year End Budget Transfer

You will see on the report that Maintenance and Personnel/Operating have left over money from 2018. The personnel number is because of the turn over within the last couple of years.

**A motion was made by Gary Beastro to accept the Year End Budget Transfer as presented. Seconded by MaiGer Moua. Motion carried.**

#### RFP Update

Board Member Beastro was able to help narrow the proposals down. There is a contract in process with Engberg Anderson. Once it is done we can start on designs which should be ready in early summer and renovations completed before the end of 2019.

#### L.E.N.A Update (Milwaukee Public Library Visit)

The L.E.N.A program is going great. The Milwaukee Public Library did not visit because of the weather. We will try and reschedule sometime in April.

#### WI Secretary of Transportation Craig Thompson visit March 7

Someone from the Department of Transportation at the state level saw a blog on the transportation theme written by Laura L. They paid a visit to see our early literacy center.

#### Statewide Delivery System Project

The first meeting was rescheduled because of the weather, but we should be meeting on March 27. We will figure out how to make MCPL the North Central hub for statewide deliveries.


#### Announcements

In April the board will need to review the committee list.  
PLSR has released their reports.

#### Request for Future Agenda Items

2019 Budget

**A Motion was made by Sarah Thurs to adjourn the meeting at 1:01 p.m. Seconded by MaiGer Moua. Motion carried.**



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Library Director



Period: 4 2019

**Org: 665 LIBRARY**

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE	
	ROTHSCHILD, VILLAGE	350.01
	WISCNET	250.00
	CHARTER COMMUNICATIONS	1,384.89
	<b>INTERNET SERVICE</b>	<b>1,984.90</b>
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS	
	UNIQUE MANAGEMENT SERVICES	89.50
	<b>CONTRACT SERV-DEBT COLLECTIONS</b>	<b>89.50</b>
101 000000000066592250	TELEPHONE	
	FRONTIER	523.29
	<b>TELEPHONE</b>	<b>523.29</b>
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY	
	MARSHFIELD PUBLIC LIBRARY	841.10
	<b>LIBRARY FEES-REIMBURSE TO CNTY</b>	<b>841.10</b>
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES	
	IROW INDUSTRIAL RECYCLERS	30.00
	RHINELANDER DISTRICT LIBRARY	15.00
	MERRILL CITY TREASURER	74.12
	PIEPER ELECTRIC	462.99
	GRANTON COMMUNITY LIBRARY	38.95
	COLBY PUBLIC LIBRARY	22.00
	<b>SUNDRY CONTRACTUAL SERVICES</b>	<b>643.06</b>
101 000000000066592994	CONTRACTUAL VAN/COURIER SERV	
	SPRINT DELIVERY SERVICE	810.09
	<b>CONTRACTUAL VAN/COURIER SERV</b>	<b>810.09</b>
101 000000000066592995	COMPUTER MAINT. CONTRACT	
	WI VALLEY LIBRARY SERVICES	7,800.00
	<b>COMPUTER MAINT. CONTRACT</b>	<b>7,800.00</b>
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR	
	BAKER & TAYLOR COMPANY	2,285.49
	<b>SUNDRY CONTR SERV-JACKETS LIBR</b>	<b>2,285.49</b>
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR	
	BAKER & TAYLOR COMPANY	694.31
	<b>SUNDRY CONTR SERV-PROC AV LIBR</b>	<b>694.31</b>

Period: 4 2019

**Org: 665 LIBRARY**

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593110	POSTAGE/BOX RENT SPENCER POSTMASTER	76.00
	<b>POSTAGE/BOX RENT</b>	<b>76.00</b>
101 000000000066593127	RFID TAGS-LIBR BIBLIOTHECA	4,829.00
	<b>RFID TAGS-LIBR</b>	<b>4,829.00</b>
101 000000000066593161	BOOKS LIBRARY BAKER & TAYLOR COMPANY WAUSAU WEST HIGH SCHOOL GREY HOUSE PUBLISHING INC AMAZON CAPITAL SERVICES	27,408.40 50.00 390.50 916.26
	<b>BOOKS LIBRARY</b>	<b>28,765.16</b>
101 000000000066593168	AUDIO-VISUAL MATERIALS BAKER & TAYLOR COMPANY RANDOM HOUSE INC AMAZON CAPITAL SERVICES	4,746.43 10.00 1,020.09
	<b>AUDIO-VISUAL MATERIALS</b>	<b>5,776.52</b>
101 000000000066593220	SUBSCRIPTIONS NEWSPAPER/PERDCL THE MOSINEE TIMES	58.00
	<b>SUBSCRIPTIONS NEWSPAPER/PERDCL</b>	<b>58.00</b>
101 000000000066593260	ADVERTISING WISCONSIN MEDIA (GANNETT) WAUSAU AREA NEWCOMER SERVICE	45.10 25.00
	<b>ADVERTISING</b>	<b>70.10</b>
101 000000000066593497	LIBRARY OPERATING SUPPLIES NASSCO DEMCO INC ULINE ELM USA AMAZON CAPITAL SERVICES	32.55 132.16 1,218.70 189.95 2,043.40
	<b>LIBRARY OPERATING SUPPLIES</b>	<b>3,616.76</b>
101 000000000066595320	BUILDING/OFFICES RENT ROTHSCHILD, VILLAGE STRATFORD, VILLAGE OF MOSINEE WATER/SEWER WI PUBLIC SERVICE CO	1,913.91 1,647.78 56.75 332.46
	<b>BUILDING/OFFICES RENT</b>	<b>3,950.90</b>
	<b>LIBRARY 665 TOTAL:</b>	<b>62,814.18</b>

Period: 4 2019

**Org: 666 WVLS CONTRACTUAL SERVICE-LIBR**

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066693169	E-BOOKS	
	WI VALLEY LIBRARY SERVICES	28,084.67
	<b>E-BOOKS</b>	<b><u>28,084.67</u></b>
	WVLS CONTRACTUAL 666 TOTAL:	<u>28,084.67</u>

Period: 4 2019

**Org: 667 LIBRARY GIFTS**

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	136.40
DEMCO INC	596.58
SCHOLASTIC INC	4,243.67
TANK MATES LLC	617.00
AMAZON CAPITAL SERVICES	683.11
KEPPLER ASSOCIATES INC	6,250.00
<b>BOOKS LIBRARY</b>	<b><u>12,526.76</u></b>
LIBRARY GIFTS 667 TOTAL:	<u>12,526.76</u>
Report Total:	<u><u>103,425.61</u></u>

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 3 ending March 31, 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	36,937.60		112,655.04	112,655.04	424,635.96	21.0
Act 1111 SALARIES-PERMANENT-REGUL	32,737.00	2,507.52		7,588.69	7,588.69	25,148.31	23.2
Act 1210 WAGES-PERMANENT-REGULAR	769,553.00	61,782.40		179,507.28	179,507.28	590,045.72	23.3
Act 1211 WAGES-PERMANENT-REGULAR	662,349.00	47,204.72		139,933.18	139,933.18	522,415.82	21.1
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	12,677.93		33,470.42	33,470.42	121,632.58	21.6
Act 1520 RETIREMENT EMPLOYERS SHA	117,501.00	8,658.84		25,534.84	25,534.84	91,966.16	21.7
Act 1540 HOSPITAL/HEALTH INSURANC	409,638.00	34,309.99		135,007.10	135,007.10	274,630.90	33.0
Act 1541 DENTAL INSURANCE	11,321.00	901.59		3,571.16	3,571.16	7,749.84	31.5
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	1,764.00		5,208.00	5,208.00	27,968.00	15.7
Act 1550 LIFE INSURANCE	1,121.00	48.20		150.51	150.51	970.49	13.4
Act 1560 WORKERS COMPENSATION PAY	3,069.00	281.39		569.01	569.01	2,499.99	18.5
Act 1580 UNEMPLOYMENT COMPENSATIO	2,025.00	296.27		880.28	880.28	1,144.72	43.5
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APR 711A LIBRARY LVL 1-PERS SERVICE	2,767,405.00	207,370.45		673,057.17	673,057.17	2,094,347.83	24.3
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	1,383.67		3,017.10	3,017.10	20,982.90	12.6
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	80.52		286.40	286.40	713.60	28.6
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00					6,500.00	
Act 2250 TELEPHONE	8,000.00	708.70		1,254.58	1,254.58	6,745.42	15.7
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	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	5,610.95		7,252.35	7,252.35	1,792.35-****	
Act 2994 CONTRACTUAL VAN/COURIER	3,000.00	390.18		964.31	964.31	2,035.69	32.1
Act 2995 COMPUTER MAINT. CONTRACT	7,875.00					7,875.00	
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	1,000.34		3,522.00	3,522.00	18,478.00	16.0
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	487.38		1,143.85	1,143.85	6,856.15	14.3

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 3 ending March 31, 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	461.11		701.01	701.01	2,948.99	19.2
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	8,133.03	22.5
Act 3130 PRINTING/DUPLICATION	7,000.00	464.88		1,485.55	1,485.55	5,514.45	21.2
Act 3161 BOOKS LIBRARY	282,250.00	15,079.77		43,952.21	43,952.21	238,297.79	15.6
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	4,534.67		10,474.12	10,474.12	53,525.88	16.4
Act 3190 OFFICE SUPPLIES	8,000.00			1,447.02	1,447.02	6,552.98	18.1
Act 3195 COMPUTER SUPPLIES		680.00		680.00	680.00	680.00	-
Act 3220 SUBSCRIPTIONS NEWSPAPER/	22,000.00	805.23		805.23	805.23	21,194.77	3.7
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			479.50	479.50	4,520.50	9.6
Act 3260 ADVERTISING	6,000.00	609.75		668.00	668.00	5,332.00	11.1
Act 3321 PERSONAL AUTO MILEAGE	4,000.00			457.38	457.38	3,542.62	11.4
Act 3350 MEALS	500.00			248.00	248.00	252.00	49.6
Act 3360 LODGING	600.00	1,428.28		1,675.35	1,675.35	1,075.35	****
Act 3390 MEETING EXPENSES	2,000.00	106.25		106.25	106.25	1,893.75	5.3
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	4,751.00		8,873.96	8,873.96	11,126.04	44.4
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	3,079.85		26,808.01	26,808.01	28,191.99	48.7
-----							
APR 711B LIBRARY LVL 1-OPERATING	786,275.00	41,662.53		152,324.27	152,324.27	633,950.73	19.4
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Or2 665 LIBRARY	3,553,680.00	249,032.98		825,381.44	825,381.44	2,728,298.56	23.2

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 3 ending March 31, 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	18,726.44		18,726.44	18,726.44	273.56	98.6
-----							
APR 711B LIBRARY LVL 1-OPERATING	46,116.00	18,726.44		18,726.44	18,726.44	27,389.56	40.6
-----							
Or2 666 WVLS CONTRACTUAL SERVICE-LI	46,116.00	18,726.44		18,726.44	18,726.44	27,389.56	40.6
-----							
Agy 0870 LIBRARY	3,599,796.00	267,759.42		844,107.88	844,107.88	2,755,688.12	23.5
-----							
Sub 101 GENERAL FUND	3,599,796.00	267,759.42		844,107.88	844,107.88	2,755,688.12	23.5

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 3 ending March 31, 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	94,427.00	1,630.15		10,569.41	10,569.41	83,857.59	11.2
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Or2 667 LIBRARY GIFTS	94,427.00	1,630.15		10,569.41	10,569.41	83,857.59	11.2
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Agy 0870 LIBRARY	94,427.00	1,630.15		10,569.41	10,569.41	83,857.59	11.2
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Sub 252 LIBRARY GIFTS	94,427.00	1,630.15		10,569.41	10,569.41	83,857.59	11.2
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Report Final Totals	3,694,223.00	269,389.57		854,677.29	854,677.29	2,839,545.71	23.1
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## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of April 2019

Branch	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE	2018 YEAR-to-DATE	2019 YEAR-to-DATE	% CHANGE
ATHENS	1,759	1,675	-4.78%	7,406	6,619	-10.63%
EDGAR	1,972	1,908	-3.25%	5,895	7,115	20.70%
HATLEY	2,149	2,305	7.26%	9,272	9,456	1.98%
MARATHON	3,271	3,441	5.20%	13,025	13,372	2.66%
MOSINEE	3,615	3,910	8.16%	14,797	14,365	-2.92%
ROTHSCHILD	10,655	10,128	-4.95%	41,882	40,276	-3.83%
SPENCER	2,109	2,008	-4.79%	7,739	7,486	-3.27%
STRATFORD	2,096	1,949	-7.01%	7,617	7,373	-3.20%
WAUSAU	37,926	35,182	-7.24%	152,196	141,525	-7.01%
WAUSAU DRIVE UP	1,338	1,075	-19.66%	4,837	4,581	-5.29%
HOMEBOUND	1,397	1,154	-17.39%	4,649	4,481	-3.61%
ILL	153	81	-47.06%	554	405	-26.90%
OVERDRIVE	9,977	11,094	11.20%	39,272	44,320	12.85%
<b>GRAND TOTAL</b>	<b>78,417</b>	<b>75,910</b>	<b>-3.20%</b>	<b>309,141</b>	<b>301,374</b>	<b>-2.51%</b>

\*\*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

April 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	5	0	69	0	0	233	0	307	6,619	4.64%
EDGAR	4	0	43	0	0	0	1	48	7,115	0.67%
HATLEY	0	45	0	880	457	0	0	1,382	9,456	14.62%
MARATHON	0	71	33	0	5	4	0	113	13,372	0.85%
MOSINEE	1	0	0	14	6	0	6	27	14,365	0.19%
ROTHSCHILD	26	1	71	534	37	10	1	680	40,276	1.69%
SPENCER	674	0	0	0	0	10	24	708	7,486	9.46%
STRATFORD	49	0	0	0	0	12	75	136	7,373	1.84%
WAUSAU	333	406	2,479	632	1,585	108	34	5,577	141,525	3.94%
WAUSAU DRIVE UP	0	6	164	1	1	0	0	172	4,581	3.75%
MISC*									49,206	
TOTAL MCPL	1,092	529	2,859	2,061	2,091	377	141	9,150	301,374	3.04%
% of CIRC by COUNTY	0.36%	0.18%	0.95%	0.68%	0.69%	0.13%	0.05%			

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

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of April 2019

	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	62,896	64,062	1.85%
RESIDENT CHILD	12,045	9,084	-24.58%
HOMEBOUND	190	191	0.53%
STAFF	63	65	3.17%
TEMPORARY	245	246	0.41%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>75,439</b>	<b>73,648</b>	<b>-2.37%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	2,744	2,825	2.95%
CHILD	329	236	-28.27%
TEMPORARY	13	17	30.77%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWERS</b>	<b>3,086</b>	<b>3,078</b>	<b>-0.26%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	531	532	0.19%
<b>GRAND TOTAL</b>	<b>79,056</b>	<b>77,258</b>	<b>-2.27%</b>

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

**THE PAST MONTH**

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

**Library Services Report**

**April 2019**

**News**

- Branch hours update: the patron survey regarding branch hours has gone live! A link to the survey went out with the emailed Library Newsletter and periodic social media posts with the link are being published. We also have paper copies available at service desks here and at the branches for our patrons who do not wish to take the online version. Over 80 responses have been logged already.
- Leah held rounding for individual staff
- Several Library Services team members attended a Reference USA training at Wausau Headquarters
- Leah attended weekly operations meetings
- Leah attended Marathon County's retirement and recognition banquet
- Leah attended Marathon County's management retreat to learn about the culture survey results
- Dan R taught a class on Reference USA to business students at the Entrepreneurial and Education Center
- Dan R was a core value winner in the area of "Service" at the County Recognition and Retirement banquet
- Chad continues to meet monthly with the planning committee for the 2019 Central Wisconsin Book Festival, Sept. 26-29
- MCPL Wausau hosted the monthly meeting of Downtown Memory Café on April 18 for individuals with dementia and Alzheimer's – their first meeting at the library. Chad led a group discussion using Wausau Daily Herald microfilm images, and about 20 people attended.
- Paula made a presentation on MCPL resources and services to the local chapter of the American Federation of State, County and Municipal Employees at 2510 Restaurant in Wausau on April 17. Twenty people attended the presentation.
- Chad made a presentation on MCPL resources and programs at the Central Wisconsin UniServ Council-Retired Spring Conference in Mosinee on April 25. About twenty people were in attendance
- Kate and Katie made Branch visits to Athens and Edgar to assess collections and space

- Kate, Katie Pat & Chris Met with a Baker & Taylor rep to discuss new programs and offerings

## Events and Programs

### Youth Services Events

- Story Times:
  - Book Babies: 5 programs; participants—162
  - Tales for Tots: 10 programs; participants—152
  - Preschool Story Time: 8 programs; participants—177
  - Head Start Story Time: 2 programs; participants—132
  - Play and Learn Story Time: 4 programs; participants—136
  - Family Story Time: 3 programs; participants—65
- Apr. 2: TAG Meeting—3
- Apr. 4: Pokemon Club—28
- Apr. 4: LENA-12
- Apr. 8: St. Michael’s Story Time—14
- Apr. 16: Book to Movie Night—0
- Apr. 18: LENA—10
- Apr. 23: Create Your Own Catapult—11
- Apr. 25: YMCA Earth Day Story Time—24
- Apr. 25: LENA—10
- Apr. 29: Pajama Story Time—15
  - Number of April Youth Services programs —42
  - Total attendance for March Youth Services programs —951

### Adult/All Ages Events

- April 4: Needle Arts (2 sessions); attendance - 7
- April 9: Library Learning: Microsoft Word and Resume Building – 2
- April 10: MCPL DIY: Spring Egg Decoration – 14
- April 15: Women’s Night Out book club – 8
- April 22: Library Learning: Libby E-book system – 2
- April 23: Library Learning: Libby E-book system – 2
- April 24: Readers of Classic Lit book club – 7
  - **Number of adult programs - 8**
  - **Total attendance for April adult programs – 62**

## Media Summary

### Social Media Statistics:

- Facebook (MCPL): 3,403 likes (+26)
- Twitter: 1,184 followers (+5)
- Pinterest: 958 followers (+5)
- Goodreads: 273 friends (+1); 1,195 reviews (+8)
- Instagram: 433 followers (+8)

### Activities in Marathon County Recreation Guide

- 2019 Spring and Summer- Wausau: Trail Tales, Story Times, Free Family Pool Day

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

- April 3- Spring Egg Decoration for Adults
- April 10- Which is Better? Book-to-Movie Night: "Ella Enchanted"
- April 17- Create a Catapult
- April 24- Family Pajama Story Time

### WSAU News/Talk 550 AM

- April 5- MCPL to attend 46<sup>th</sup> annual Children's Fest (Library Services, Taylor Weinfurter)  
<https://wsau.com/news/articles/2019/apr/06/mcpl-to-attend-46th-annual-childrens-fest>
- April 29- Superhero event at the Mosinee Library (Branch Coordinator, Sarah Moscatello)  
<https://wsau.com/news/articles/2019/apr/29/superhero-event-at-the-mosinee-library>

### WXCO Cool Oldies 1230 AM

- April 4- Coffee Break (Library Services, Chad Dally)  
<http://www.1230wxco.com/audio/Hometown%20Morning/04-04-19%20Chad%20Dally%20Coffee%20Break.mp3>
- April 18- Coffee Break (Library Services, Chad Dally)  
<http://www.1230wxco.com/audio/Hometown%20Morning/04-18-19%20Chad%20Dally%20Coffee%20Break.mp3>

### City Pages

- April 4- Abode- Wausau: Get Money \$mart; Athens: Design Your Own Butterfly Garden, Get Money \$mart; Hatley: Get Money \$mart, Celebrate Earth Day Story Time; Mosinee: Get Money \$mart, Herb Gardening; Rothschild: Get Money \$mart, Gardening with Kids; Stratford: Wicked Plants, Design Your Own Butterfly Garden  
Big Guide- Wausau: Introduction to Microsoft Word and Resume Building, Spring Egg Decorating for Adults, Pokémon Club, Children's Fest; Athens: Design Your Own Butterfly Garden, Mo Willems Story Time; Edgar: Family Adventure Night-Peppa Pig; Hatley: Library Learning-Facebook Fundamentals, Outside the Lines-A Family Coloring Party; Mosinee: Herb Gardening, Story Time from Space!, EMMET Makerspace; Rothschild: Get Money \$mart; Stratford: Wicked Plants

Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups

- April 11- Home and Gardening Happenings- Athens: Foraging for Wild Edibles; Hatley: Gardening with Pollinators in Mind; Mosinee: Gardening with Kids; Spencer: How Does Your Garden Grow?

Kids Corner Calendar- Wausau: Trail Tales, Family Film Friday-“The LEGO Ninjago Movie,” Create a Catapult, “Rock on Kindness” Author Stepheni Curran, Tink Party, Family Film Friday-“A Wrinkle in Time,” Tom Pease, Jim Lenz’s Comedy Science Show, Magic Bob Presents-Lost in Space, Miller & Mike, Apollo 11 Lunar Landing Celebration, Colossal Fossils Presents-The Mammoth Hunter, Escape from the Deathday Dungeon-A Harry Potter Escape Room Experience; Athens: MCPL DIY-Bottle Cap Bling, Magic Bob Presents-Lost in Space, Tom Pease, Colossal Fossils Presents-The Mammoth Hunter; Edgar: Weird Science Comedy Show, Magic Bob Presents-Lost in Space, Weird Science Comedy Show, Tom Pease, Colossal Fossils Presents-The Mammoth Hunter; Hatley: Outer Space Sand Art, Miller & Mike; Marathon City: Gardening with Kids, Weird Science Comedy Show, Planetary Pasta Rovers, Miller & Mike, Magic Bog Presents-Lost in Space; Mosinee: Miller & Mike, Magic Bob Presents-Lost in Space, Exploring Space with a Rover; Rothschild: Gardening with Kids, EMMET Makerspace, Magic Bob Presents-Lost in Space, Planetary Pasta Rovers, Rockin’ Around the Universe with Randy Peterson, Planets Stars and Beyond, “I Survived” Mini Camp, Jim Lenz’s Comedy Science Show, Miller & Mike; Spencer: Magic Bob Presents-Lost in Space, Tom Pease, A Journey Through the Heavens The Legends of the Stars; Stratford: Magic Bob Presents-Lost in Space. Planetary Pasta Rovers, Weird Science Comedy Show, Miller & Mike

Big Guide- Wausau: Trail Tales, Which is Better? Book-to-Movie Night-“Ella Enchanted;” Athens: Hop Like a Bunny Story Time; Edgar: Science Marvels; Hatley: Hobbies and Crafts Night, Hatching Eggs; Marathon City: Needle Arts, Kids Needle Arts Night-Dry Felting; Mosinee: EMMET Makerspace; Rothschild: LEGO Block Party, Celebrate Spring Story Time; Spencer: Myths and Truths-Human Trafficking in Central Wisconsin; Stratford: Design Your Own Butterfly Garden

- April 18- Highlights- Wausau: Trail Tales  
Big Guide- Wausau: Library Learning-Intro to Libby and E-Books, Family Film Friday-“The LEGO Ninjago Movie,” Trail Tales, Create a Catapult; Athens: Get Money \$mart Story Time; Edgar: Science Marvels; Hatley: Friendship Bracelet Making, LEGO Block Party, Celebrate Earth Day Story Time; Mosinee: Logging and Sawmills of Marathon County; Rothschild: DIY Sugar Scrub, Gardening with Kids; Stratford: Learn to Quilt

Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups

- April 25- Big Guide- Wausau: Friends of the Marathon County Public Library Book Sale, Trail Tales, Get Money \$mart Story Time, Family Pajama Story Time, Pokémon Club; Hatley: Apple Blossom Flower Art; Mosinee: Superhero Celebration; Rothschild: Gardening with Kids, Family Game Day; Spencer: Learn to Line Dance

Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups

#### Hub-City Times

- April 3- Now That's Entertainment Calendar- Marathon City: Book Club-"The Picture of Dorian Gray"
- April 10- Now That's Entertainment Calendar- Spencer: Book Club-"The Silent Gift;" Stratford: Book Club-"Eleanor Oliphant is Completely Fine"
- April 23- Spencer library to host intro to line dancing  
<https://www.hubcitytimes.com/2019/04/23/spencer-library-to-host-intro-to-line-dancing>

#### Mosinee Times

- April 4- Learn how to grow herbs with free event at MCPL Mosinee Branch; MCPL Mosinee Branch to stream story time from space on April 10 - Come to the library and explore!; Mobile makerspace for kids set for April 11 at MCPL Mosinee Branch; Learn about Alzheimer's and dementia at MCPL Mosinee Branch
- April 11- MCPL Mosinee Branch event to highlight area's logging history
- April 18- MCPL Mosinee Branch event to highlight area's logging history; Kids can learn about money during MCPL Mosinee Branch story time; Join MCPL Hatley Branch for Earth Day Story Time on April 23

#### Record Review

- April 3- Athens: Mo Willems Story Time, Fiber Arts, MCPL DIY-Creative Journals, Book Club-"I Let You Go;" Edgar: Family Adventure Night-Peppa Pig, Book Club-"The Woman in Cabin 10," Show Us Your Bookface!; Marathon City: Book Club-"The Picture of Dorian Gray," Marathon Memories; Stratford: Wicked Plants, Family Story Time, Play and Learn, Book Club-"Eleanor Oliphant is Completely Fine"
- April 10- Athens: Fiber Arts, Book Club-"I Let You Go," Building Challenges; Edgar- Science Marvels, Show Us Your Bookface, Book Club-"The Woman in Cabin 10;" Marathon City: Kids Needle Arts Night-Dry Felting; Stratford: Design Your Own Butterfly Garden; Book Club-"Eleanor Oliphant is Completely Fine"
- April 17- Edgar: Science Marvels; Marathon City: A History of the Fromm Brothers Fur Farm, Marathon Memories; Stratford
- April 25- Athens: Health & Wellness Club-Let's Get Moving!, Book Club-"There, There," Teen Book Club-"Ishmael;" Edgar: Book Club-"Three Cups of Tea;" Marathon City: Book Club-"Unthinkable," Fiber Arts, A History of the Fromm Brothers Fur Farm, Marathon Memories; Stratford: Book Club-"Wild"

#### Senior Review

- April 2019- What's Happening Calendar- Wausau: Fiber Arts

#### Tribune Record Gleaner

- April 3- Local libraries far more than just a place to go read a book (Branch Coordinator, Audrey Kohlbeck)

#### Wausau Pilot & Review

- April 3- Marathon County Public Library events- Wausau: Children's Fest, Introduction to Microsoft Word and Resume Building, Spring Egg Decoration for Adults, What's Better?



Book-to-Movie Night-“Ella Enchanted;” Marathon City: Marathon Memories; Mosinee: Story Time from Space, EMMET Makerspace, Get Money \$mart; Rothschild: Get Money \$mart, Celebrate Spring Story Time

<https://wausaupilotandreview.com/2019/04/03/new-events-added-april-3-marathon-county-public-library-events>

- April 8- Marathon County Public Library activities- Wausau: Introduction to Microsoft Word and Resume Building, Spring Egg Decoration for Adults, Which is Better Book-to-Movie Night-“Ella Enchanted,” Family Film Friday-“The LEGO Ninjago Movie,” Intro to Libby and Downloading E-Books; Hatley: Friendship Bracelet Making; Marathon City: Marathon Memories; Mosinee: Story Time from Space!, EMMET Mobile Makerspace, Get Money \$mart Story Time, Logging and Sawmills of Marathon County; Rothschild: Get Money \$mart Story Time, Celebrate Spring Story Time  
<https://wausaupilotandreview.com/2019/04/08/new-events-added-april-8-marathon-county-public-library-activities>
- April 15- Marathon County Public Library activities- Wausau: Which is Better? Book-to-Movie Night-“Ella Enchanted,” Family Film Friday-“The LEGO Ninjago Movie,” Trail Tales, Intro to Libby and Downloading E-Books, Create a Catapult, Get Money \$mart Story Time, Family Pajama Story Time; Hatley: Friendship Bracelet Making, Medicare Basics; Marathon City: Wordstock, Marathon Memories; Mosinee: Get Money \$mart Story Time, Logging and Sawmills of Marathon County; Rothschild: Celebrate Spring Story Time, DIY Sugar Scrub, Gardening with Kids  
<https://wausaupilotandreview.com/2019/04/15/new-events-added-april-15-marathon-county-public-library-activities>
- April 22- Marathon County Public Library activities- Wausau: Trail Tales, Library Learning-Introduction to Libby and E-Books, Create a Catapult, Get Money \$mart Story Time, Family Pajama Story Time, Friends of Marathon County Public Library Book Sale, “Rock on Kindness” Author Stepheni Curran; Hatley: Medicare Basics, May Day Baskets, Apple Blossom Art; Marathon City: Wordstock, Marathon Memories; Mosinee: Logging and Sawmills of Marathon County, Superhero Celebration, Gardening with Kids; Rothschild: DIY Sugar Scrub, Gardening with Kids  
<https://wausaupilotandreview.com/2019/04/22/new-events-added-april-22-marathon-county-public-library-activities>
- April 27- Marathon County Public Library activities- Wausau: Trail Tales, Get Money \$mart, Family Pajama Story Time, Friends of MCPL Book Sale, “Rock on Kindness!” Author Stepheni Curran, Star Search Teen Karaoke Night, Tink Party; Hatley: Medicare Basics, May Day Baskets, Apple Blossom Art, Create a Mother’s Day Card; Marathon City: Marathon Memories; Mosinee: Superhero Day Celebration, Gardening with Kids, Mini Piñatas; Rothschild: EMMET Makerspace, DIY Flower Fairies  
<https://wausaupilotandreview.com/2019/04/27/new-events-added-april-27-marathon-county-public-library-activities>
- April 28- Marathon County Public Library Book Clubs: May- Wausau: Women’s Night Out-“Truly Madly Guilty,” Readers of Classic Lit-“Cat on a Hot Tin Roof;” Athens: “There, There,” Teen Book Club-“Ishmael;” Edgar: “Three Cups of Tea;” Hatley: “The Guernsey

and Literary & Potato Peel Society;" Marathon City: "Unthinkable;" Mosinee: "The Underground Railroad;" Rothschild: "Eleanor Oliphant is Completely Fine;" Spencer: "Little Fires Everywhere;" Stratford: Nonfiction @ Night-"The Immortal Life of Henrietta Lacks," "Wild"

<https://wausaupilotandreview.com/2019/04/28/marathon-county-public-library-book-clubs-may>

#### Wausau Times/Buyers Guide

- April 2- Steppin' Out- Wausau: Children's Fest, Introduction to Microsoft Word and Resume Building, Spring Egg Decoration for Adults!; Athens: Health & Wellness Club- Organize Your Life!, Design Your Own Butterfly Garden, Mo Willems Story Time; Edgar: Family Adventure Night-Peppa Pig; Hatley: Get Money \$mart, Library Learning-Facebook Fundamentals; Mosinee: 3D Paper Sculptures, Growing Herbs, Understanding Alzheimer's and Dementia, Story Time from Space; Rothschild: Get Money \$mart; Spencer: Wolves-A Family Tradition, Myths and Truths of Human Trafficking in Central Wisconsin; Stratford: Wicked Plants
- April 9- Steppin' Out- Wausau: Introduction to Microsoft Word and Resume Building, Spring Egg Decoration for Adults, Book-to-Movie Night-"Ella Enchanted," Family Film Friday-"The LEGO Ninjago Movie," Trail Tales; Athens: Building Challenges, Hope Like a Bunny Story Time; Edgar: Science Marvels; Hatley: Hatching Eggs, Friendship Bracelet Making; Marathon City: Kids' Needle Arts Night-Dry Felting; Mosinee: Story Time from Space, EMMET Makerspace, Get Money \$mart Story Time; Rothschild: Celebrate Spring Story Time; Spencer: Myths and Truths of Human Trafficking in Central Wisconsin; Stratford: Design Your Own Butterfly Garden
- April 16- Steppin' Out- Wausau: Which is Better? Book-to-Movie Night-"Ella Enchanted;" Athens: Hop Like a Bunny Story Time; Edgar: Science Marvels; Hatley: Hatching Eggs; Marathon City: Kids Needle Arts Night-Dry Felting; Mosinee: Get Money \$mart Story Time; Rothschild: Celebrate Spring Story Time
- April 23- Steppin' Out- Wausau: Family Pajama Story Time, Friends of Marathon County Public Library Book Sale, "Rock on Kindness" Author Stepheni Curran; Athens: Health & Wellness Club-Get Moving!; Hatley: Earth Day Story Time, Medicare Basics, May Day Baskets, Apple Blossom Art; Marathon City: Wordstock, Marathon Memories; Mosinee: Superhero Celebration; Rothschild: DIY Sugar Scrub, Gardening with Kids; Spencer: Learn to Line Dance
- April 30- Steppin' Out- Wausau: Friends of MCPL Book Sale, "Rock on Kindness" Author Stepheni Curran, Tink Party, Star Search Karaoke; Athens: Health & Wellness Club-Let's Get Moving!, Mother's Day Story Time, MCPL DIY-Spring Wreaths; Edgar: Medicare Basics; Hatley: May Day Baskets, Apple Blossom Art, Gardening with Pollinators in Mind; Marathon City: The History of the Fromm Brothers Fur Farm; Mosinee: 10 Warning Signs of Alzheimer's Disease; Rothschild: DIY Flower Fairies; Spencer: Learn to Line Dance, How Does Your Garden Grow?, Understanding and Responding to Dementia-Related Behavior

**Materials**

- Youth

	2019 Annual Budget	Monthly Budget	Free Balance	Spent as of May 1	% Spent
Juvenile Audiobooks	\$4,525.30	\$377.11	\$2,567.40	\$1,957.90	43%
Juvenile CDs	\$750.00	\$68.18	\$613.49	\$136.51	18%
Juvenile DVDs	\$13,172.63	\$1,197.51	\$8,931.96	\$4,240.67	32%
Juvenile DVDs Standing Order	\$2,000.00	\$181.82	\$1,807.98	\$192.02	10%
Juvenile Video Games	\$2,000.00	\$181.82	\$1,494.34	\$505.66	25%
Young Adult Audio Books	\$500.00	\$45.45	\$243.25	\$256.75	51%
<b>Youth AV Subtotal</b>	<b>\$22,947.93</b>	<b>\$2,051.89</b>	<b>\$15,658.42</b>	<b>\$7,289.51</b>	<b>32%</b>
Juvenile Fiction	\$20,000.00	\$1,818.18	\$12,403.21	\$7,596.79	38%
Juvenile NonFiction	\$36,117.83	\$3,283.44	\$23,376.79	\$12,741.04	35%
Juvenile Picture Books	\$34,328.05	\$3,120.73	\$23,041.33	\$11,286.72	33%
Juvenile Spanish	\$500.00	\$45.45	\$406.93	\$93.07	19%
Juvenile Standing Order Print	\$11,000.00	\$1,000.00	\$7,833.15	\$3,166.85	29%
Young Adult Fiction	\$8,530.21	\$775.47	\$5,255.73	\$3,274.48	38%
Young Adult Graphic Novels	\$4,000.00	\$363.64	\$2,817.66	\$1,182.34	30%
Young Adult NonFiction	\$759.44	\$69.04	\$453.43	\$306.01	40%
<b>Youth Print Subtotal</b>	<b>\$115,235.53</b>	<b>\$10,475.96</b>	<b>\$75,588.23</b>	<b>\$39,647.30</b>	<b>34%</b>
<b>Youth Services TOTAL</b>	<b>\$138,183.46</b>	<b>\$12,527.85</b>	<b>\$91,246.65</b>	<b>\$46,936.81</b>	<b>34%</b>

- Adult

	2019 Annual Budget	Monthly Allotment	Free Balance	Spent as of 5/2/19	% Spent
Adult Audiobooks	\$12,500.00	\$1,136.00	\$8,522.93	\$3,977.07	31.82%
Adult Music CD	\$7,500.00	\$682.00	\$5,586.10	\$1,913.90	25.52%
Adult DVD	\$31,500.00	\$2,864.00	\$21,777.28	\$9,722.72	30.87%
Adult Video Games	\$1,250.00	\$113.00	\$1,030.05	\$219.95	17.60%
<b>Adult AV Subtotal</b>	<b>\$52,750.00</b>		<b>\$36,916.36</b>	<b>\$15,833.64</b>	<b>30.02%</b>
Adult Paperbacks	\$1,875.00	\$170.00	\$1,588.01	\$286.99	15.31%
Adult Paperbacks S.O.	\$3,625.00	NA	\$2,660.00	\$965.00	26.62%
Adult Fiction	\$46,000.00	\$4,182.00	\$25,500.43	\$20,499.57	44.56%
Adult LT Fiction	\$7,200.00	\$655.00	\$5,437.28	\$1,762.72	24.48%
Adult LT S.O.	\$15,300.00	NA	\$5,210.51	\$10,089.49	65.94%
Adult Non-fiction	\$63,500.00	\$5,773.00	\$39,937.28	\$23,562.72	37.11%
Adult Non-fiction S.O.	\$4,000.00	NA	\$3,579.83	\$420.17	10.50%
Adult Biographies	\$10,000.00	\$909.00	\$6,764.52	\$3,235.48	32.35%
Adult Spanish	\$750.00	\$68.00	\$750.00	\$0.00	0.00%
Adult Hmong	\$750.00	\$68.00	\$664.00	\$86.00	11.47%
<b>Adult Print Subtotal</b>	<b>\$153,000.00</b>		<b>\$92,091.86</b>	<b>\$60,908.14</b>	<b>39.81%</b>
<b>Adult Services TOTAL</b>	<b>\$205,750.00</b>		<b>\$129,008.22</b>	<b>\$76,741.78</b>	<b>37.30%</b>

## Monthly Business Report – May, 2019

The monthly Bills and Services report, the CIP Report, and the Obligation vs. Budget reports are all in this packet representing transactions through the end of March, 2019. The CIP report is included since it now includes the unspent balance from the 2018 budget. The balance of the carry forward CIP funds not spent during 2018 has yet to be transferred into the 2019 budget. The yet to be transferred funds tally to \$674,000.00 and they are an integral part of the upcoming re-imagination of the library's public spaces and mechanical systems. Tom will continue to work to elicit a response from the Finance Department so that we can plan upcoming projects accordingly.

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". In conversation with Brad Karger, Ralph was told that Mr. Karger would be asking the Finance Department to work out the transfer of the funds necessary to satisfy both the statute and Marathon County Public Library's agreement with the Facilities Department. As of this writing we have not heard from either of those departments and accounting system reports show that the transfers have not yet occurred.

While the preceding paragraph is an exact copy and paste from prior reports, it is included as a way to keep the topic at hand. No changes to the budget, as seen in current reports, have been observed.

Tom continues to work with the vendor who installs and maintains both the card access and video recording systems in order to replace what is an older alarm system with known critical issues. Care is being taken to upgrade to a make and model that will integrate with both of the other systems in order to maximize functionality and minimize any new system learning curve. The City County IT department is working with us to get the new system up and running in a phased manner so that we can quickly fix known issues while fine tuning the balance of the sensor location needs. A design has been completed and quoted out by the vendor. A tentative

schedule is being assembled with the hope of beginning installation quickly.

## **March 2019 Support Services Report**

### **Circulation Team**

Passports News:

- 58 Adult Passport Books
- 18 Minor Passport Books
- 3 Adult Card
- 4 Adult Book and Card

Edgar hosted an annual Passport Event on Monday, March 18<sup>th</sup> and it was well attended. Eleven new applications were accepted and 16 renewal assists. Stats are included below.

The MCPL Passport team accepted a total of 83 passport applications at \$35.00 ea. and 123 photos were taken at \$10.00 each for a total of \$4,135.00 collected. We also assisted with 37 renewal applications.

- Circulation Team members met individually with the Director throughout the month of March for annual rounding.
- 3/15/19 Mary S, Kitty R, Rachel M, and Marla S met to discuss V-CAT Damaged/Billing guidelines.
- Upcoming Circulation Team meeting scheduled for 4/17/19
- 3/18: Jeff P, Sandy U, and Kitty R accepted applications, and assisted with renewal applications at the annual Edgar Passport Event.
- Sierra Training with Kitty R on March, 19 & 20.
- 03/28: Kee L, Kitty R, Mary S met with Support Services Manager for Leads Meeting.

### **Support Services Team**

- 3/6/19: Chris attended the Circulation Team meeting to review children's inventory issues. Mary and Pat covered the Main Desk during the meeting.
- 3/15: Mary attended the Branch Coordinator's meeting to hear their concerns with the Waltco delivery. Their concerns were forwarded to Jamie at WVLS and have since been addressed by Jamie and her Waltco contact.
- Team members helped the Page Team with shelving.
- Pat cataloged and Michelle processed about 2 dozen additional Marathon City High School yearbooks.
- Stephanie initiated new transit routing slips for Branches to use when sending in possible withdrawals. These slips will alert Stephanie especially when Wausau receives large transit deliveries.
- Inventory project (along with Main Desk Team members):
  - Adult LP fiction: done.
  - Juvenile picture books: PALAC
  - YA Fiction: FUNKE

- Spine label project:
  - Adult fiction: DICKE(ns)
- Rounding for March is complete.

### **Page Team**

3/8/19: Everyone on the page's team has completed the culture survey

3/11: Ashley and Jennie started their page position

3/12: Sunny's last day as page

3/21: Hannah finished shelve reading adult large type fiction books and ready for inventory

3/28: Completed searching for the "missing in inventory" items on adult large type and ready for Kate to send out report.

3/31: Ashley and Jennie completed page training

### **Branch Libraries Report**

#### **April 2019**

#### **Athens Monthly Report**

##### Events and Programs

- Family Story Time: Family Story Time met for 5 sessions with 67 children and 20 adults in attendance.
- Play and Learn: Play and Learn met for 5 sessions with 23 adults and 48 children in attendance.
- Book Club: April book club featured the book *Unsheltered* by Barbara Kingsolver. Due to a snow storm on April 11<sup>th</sup> we had 0 attendees. In May, the club will discuss *There There* by Tommy Orange.
- Fiber Arts Club: Our Fiber Arts group met 5 times with a total of 29 adults attending.
- Mo Willems Story Time: Athens held a special story time on April 9<sup>th</sup> celebrating popular children's author Mo Willems. Child were then invited to create their own piggie and elephant puppet. 4 adults and 15 children participated in this program.
- Creative Journals: During the week of April 2<sup>nd</sup>- 10<sup>th</sup> patrons were invited to create and decorate their very own journal. 9 adults participated in this event.
- Create Your Own Butterfly Garden: Eileen Riehle came to Athens to discuss ways to attract butterflies and explained how to build your own butterfly garden. 5 adults attended this discussion.

- Bunny Hop Story Time: Athens held a special spring themed story time on April 16<sup>th</sup>. Participants were then invited to create a bunny craft, 4 adults and 15 children participated.
- Building Challenge: During the week of April 15<sup>th</sup>-19<sup>th</sup> kids and families were invited to build with clothes pins, binder clips and craft sticks. 4 adults, 3 children and 14 young adults participated in this event.
- Get Money Smart: On April 23<sup>rd</sup> Athens partnered with Get Smart Wausau Coalition and held a special family story time featuring activities on money management with 6 adults and 15 children attending.

#### Library and Community News

- Kate Sullivan and Katie Zimmermann had their branch visit with Athens on April 10<sup>th</sup>.
- Ben Dietz came to Athens on April 9<sup>th</sup> and resolved tech issues.
- Heather Bain subbed in Athens on April 2<sup>nd</sup>
- During the month of April we featured a Mo Willems, Bunny/Spring and Earth Day display with books and colorings by the circulation desk.

#### Circulation Statistics

- Athens circulated 1,675 items in April 2019. This is a 4.78% decrease from April 2018. In 2019 year-to-date, Athens has circulated 6,619 items. This is a 10.63% decrease from 2018.

#### Facilities Update

Leaking Ceiling: Since February 19<sup>th</sup> the ceiling tiles have been water damaged we are still waiting for the tiling to be replaced.

### **Edgar Monthly Report**

#### Events and Programs

- Family Storytime: Edgar held a family story time 4 times this month with a total of 4 adults and 6 children attending.
- Play & Learn: The Family Resource Center held Play & Learn 4 times this month with a total of 17 adults and 37 children.
- Book Club: In April the book club met and discussed the book "The Woman in Cabin 10" by Ruth Ware. The book club will discuss the book "Three Cups of Tea" by Greg Mortenson in May. There were 2 adults present.
- Homeschool Huddle: This is a program for homeschool families, this month we held 5 program with 11 adults and 36 students attending.
- School Visits: St John's Catholic school came for 3 visits during the month with 3 adults and 21 students.
- Family Adventure night: ""Peppa Pig" was the theme for April, with adults 6 and 10 children attending.

- Daycare outreach: Alyssa visited the Edgar Daycare and did a story time for them. She visited 3 times with a total of 4 adults and 36 children present.
- Passive Program:
  1. Patrons were asked to use their imaginations and decorate a swirl. There were 33 completed.
  2. The Edgar Branch did an April Reading Challenge for adults with 5 adults completing challenge.

#### Circulation Statistics

The circulation statistics for the month of April were 1908 items checked out, this is a 3.25 % decrease for the same month last year and a 20.70 % increase from 2018.

#### Library News

- A book display was setup for the Reading Challenge to encourage patrons to read a book that they choose by the cover and read it.
- Deb attended the webinar "New Books for Storytime" sponsored by Info-people.

#### Facilities Updates

- Nothing to report for April.

### **Hatley Monthly Report**

#### Events and Programs

- Family Story Time: Themes of "Letter X," "National Library Week," "Spring," and "Flowers" brought in 11 adults and 18 children.
  - a. Celebrate Earth Day Story Time had 6 adults and 10 children participate.
- Book Club: *Hillbilly Elegy*. 8 adults got together to discuss this book.
- Play & Learn had 3 sessions and brought in 11 children accompanied by 10 adults.
- Hobbies/Crafts Night had a 19 adults and 1 child doing various crafts/hobbies (stamping, card making, knitting, quilting...)
- Lego Block party had 2 children participate
- Outside the lines: Coloring Party had 2 adult and 5 children participate.
- Passive Programming
  - a. Children got to write their name on a "peep" and add it to the "Reading with my PEEPS!" Bulletin board. We had 44 children put a "peep" up.
- Get Money Smart had 3 adults and 5 children.
- Facebook Basics had 4 adults stop in learn about Facebook. It varied from needing to create a new account to just wanting to learn about what they can do and how to "beef" up their security.
- Hatching Eggs brought in 1 adults, 12 children, and 1 teen to create their own "hatching eggs" using either clothespins or Paper plates.



- Friendship Bracelet making brought in 3 adults, 4 children, and 1 teen. The adults had the most fun reminiscing about all the different types of bracelets they made when they were kids.
- Our first session of the Medicare Basics had no participants. Hopefully the August one will have a better turnout.
- Our create your own May Day Baskets was a success! Over have the participants came specifically for the program and were happy to see we were bringing something back that hasn't been celebrated lately. 2 adults, 13 children, and 3 teens created their own unique May Day baskets!
- Tech Time Drop-In had 4 adults stop in for help with various computer, tablet, Libby/overdrive issues.

#### Upcoming Programs

- Special Story Times – Mother's Day and Meet a Hatley EMT
- Children – Family Story Time, Play & Learn, Chromatography Butterflies, Create Your Own Pinwheels
- Adult – Book Club, Gardening with Pollinators in Mind
- Tween/Teen – None
- All Ages – Outside the Lines, Lego Block Party, Hobbies/Crafts Night, Tech Drop In Help, Apple Blossoms, Aroma Therapy and Essential Oils Group
- Passive: Spring Flower bulletin board and who's your favorite Star Wars Character?

#### Circulation Statistics

- Hatley circulated 2,305 items for the month. This is a 7.26% increase for the month. Year to date is 9,456 items. This is a 1.98% increase from last year.

#### Library News

- Heather helped cover shifts in Athens and Rothschild.
- Robin Wesenick helped cover shifts in Marathon City
- All staff has been busy getting crafts and programs ready for the SLP!

#### Facilities Updates

- We are still have furnace issues but it has been working enough to keep the library warm. The village is currently getting bids to get a new heating/cooling unit and will hopefully be able to get it installed late summer.

### **Marathon Branch Monthly Report**

#### Events and Programs

- **Family Story Time:** In April, Marathon held four regular family story time events with a total of 43 children and 21 adults attending. One of the scheduled sessions had no participants due to the extremely bad weather. Family Story Time is held year round on Thursdays at 10:30 am.

- **Book Club:** The participants read the novel, *The Picture of Dorian Gray* by Oscar Wilde and 2 people joined in for discussion. In May, we will meet to discuss *Unthinkable* by Helen Thomson. 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 the focus was on **Dry Felting**. Five adults and 10 children dropped in to try out this popular activity.
- On April 10 and 11 Mrs. Drexler's **4K classes** from St. Mary's were scheduled to come in for a **story time** and check out. Two adults and ten students attended on April 10, but they did not venture out on April 11, due to the weather. The classes visit each month during the school year.
- On Monday, April 22 through Wednesday, April 24 we held "**Wordstock: Three Days of Peace and Poetry,**" to celebrate National Poetry month. Each day focused on a different poetic activity. A total of 15 adults and 16 children dropped in to enjoy the activities.
- Upcoming Events and Programs: **Story Time, Book Club, Needle Arts, and 4k class visits** will continue as usual. On May 8 from 5:00 – 6:00 we will host a **The History of the Fromm Brothers Fur Farm**. Ben Clark of the Marathon County Historical Society will share the incredible history of the Fromm Brothers' contributions to the ginseng and fir industries. On May 28 we will host "**Flash Fiction for Tweens.**" Tweens are invited to read some flash fiction and make a project based on these short stories. From now until May 31, the Marathon Branch in collaboration with Marathon City 2020 is sponsoring an **essay contest, "Marathon Memories."** Entries should focus on the writer's memories and connections to the Village of Marathon City. There will be awards given to the top 3 essays in each division. All entries are due May 31 and will be included in a book at the Marathon Heritage Center. During the last week of May, we will be hosting the classes from Marathon Elementary. Lisa will give presentations about the Summer Library Program. Elizabeth will be going to St. Mary's to give presentations to the students, as well.

#### Circulation Statistics

- Marathon circulated 3,441 items during the month of April. This is a 5.20% **increase** from this time last year. So far in 2019, Marathon has circulated 13,372 items. This is a 2.66% **increase** over last year.

#### Library News

- Thank you to Robin Wesenick, Mary Jo Netzer and Deb Gauerke for helping us cover emergency shifts during the month.
- Lisa will be attending the Coordinator's meeting in May.
- We look forward to school visits at the end of May.

#### 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 47 adults and 58 children. This included a special story time where a real astronaut in space read two of the books from space that had 12 adults and 16 kids. Ashley's outreach story time at the Mosinee Head Start served 6 adults and 18 children.
- Play and Learn: The Family Resource Center presented 4 sessions that brought in 47 adults and 56 children.
- Book Club: 7 patrons discussed *I Let You Go* by Clare Mackintosh on the 15<sup>th</sup>, with everyone really loving the book and looking forward to reading more like it in future months. Next month's book will be *The Underground Railroad* by Colson Whitehead.
- Recurring Programs: We had a great turnout for Lego Block Party this month with 5 adults and 13 children. They enjoyed the extra coloring sheets and guessing game along with the usual Lego blocks.
- National Library Week Programs: All week we had 4 adults and 9 kids make creative paper sculptures. On Monday 6 adults listened to the informative Herb Gardening presentation from UW-Extension's Brianna Wright and all absolutely loved the program and the tips they received from other participants, and appreciated that they were able to take clippings to propagate at home. On Tuesday 7 adults attended JoAnn Janikowski's *Understanding Alzheimer's* presentation as part of an ongoing series the Alzheimer's Association Outreach Specialist is providing at our branch. JoAnn said it was a great discussion and was able to refer several patrons to pertinent resources throughout the county, like the Aging and Disability Resource Center. Ashley's special space story time was on Wednesday with 12 adults and 16 kids in attendance. The Emmet Makerspace facilitators unfortunately had to cancel the Thursday night event due to the dangerous weather.
- We again partnered with the Get Smart Wausau Coalition for a special story time based on money management and coin recognition. Three adults and 5 children attended this program on the 16<sup>th</sup>.
- Gary Gisselman from the Marathon County Historical Society gave a presentation to 26 adults on the 22<sup>nd</sup> about the Sawmills and Logging in Marathon County. There were a lot of questions and comments about the interesting presentation!
- On the 29<sup>th</sup> we hosted a superhero celebration all day in honor of National Superhero Day, where 18 adults and 30 kids made their own superhero masks and capes, did several superhero crafts, and colored in coloring sheets. Kids and adults both commented on how much they enjoyed this program. Special thanks to Taylor for sending us a box of supplies to make our celebration even more special!
- Passive Programs: This month we had 55 children catch the reading bug and decorate a beetle or dragonfly.
- Upcoming Programs: Book Club, Play and Learn, Family Story Time, Head Start Outreach, and Lego Block Party will continue as usual. On Monday the 6<sup>th</sup> we will host a

Gardening with Kids presentation from the UW-Extension, followed by a craft program where kids can make their own mini piñatas. On the 14<sup>th</sup> JoAnn Janikowski, Outreach Specialist with the Alzheimer's Association, will do a presentation on the 10 Warning Signs of Alzheimer's disease. On the 23<sup>rd</sup> we will host a special presentation about Muslim Americans and their faith. Seventh and second grade class visits will start on the 21<sup>st</sup>. We will host six 7<sup>th</sup> grade classes and six 2<sup>nd</sup> grade classes throughout May and June.

#### Circulation Statistics

- Mosinee circulated 3,910 items in April 2019. This is a 8.16% increase. Mosinee has circulated 14,365 items in 2019. This is a 2.92% decrease.

#### Library News

- Displays: We displayed the hidden gems from the bottom shelf, books on the Titanic in remembrance of its sinking on April 14<sup>th</sup>, and a "Cooks and Crooks" display featuring mysteries with recipes. Our children's section featured picture books about gardens, spring, and bugs in honor of National Garden month.
- Rounding was completed on the 3<sup>rd</sup>.

#### Facilities Updates

- Ben visited our branch on the 5<sup>th</sup> to install new door counter batteries as well as work on a list of technical issues we've been experiencing. We really appreciate his hard work!

Our fire inspection brought to our attention that the emergency lights at the top of both set of stairs aren't working. The information was sent to Public Works for repair as soon as possible

### **Rothschild Monthly Report**

#### Events and Programs

- Family Story Time/Play and Learn: In April, we held 3 regular family story times with 46 adults and 56 children attending. Shirley presented an outreach story time at St Therese daycare for 3 adults and 17 children, and an additional outreach story time at Head Start for 5 adults and 30 children. We also held 5 Play and Learn sessions for 155 participants. We also had a special Money Smart Week story time with 33 attendees, and a special Celebrate Spring story time with 24 attendees.
- Book Club: In April, 17 book club members met to discuss *The Radium Girls* by Kate Moore. In May, the club will discuss *Eleanor Oliphant is Completely Fine* by Gail Honeyman.
- Recurring Programs: 10 people joined us for LEGO Block Party, and 3 people joined us for Needle Arts.
- Other Programs: 87 people helped us celebrate National Library Week by playing Rothschild Branch Library Trivia and 41 people shared their favorite genre of book – the

most popular was fantasy, followed by nonfiction. Additionally, 3 people joined us for our DIY Sugar Scrub program.

- Upcoming Programs: In May, we will continue with our regular programming. Also scheduled are a monthly Book Babies event, an EMMET Makerspace program for kids, a DIY Flower Fairies and a DIY Pull String Art program for adults, as well as a few class visits to talk about SLP.

#### Circulation Statistics

- Rothschild circulated 10,128 items in April. This is 4.95% decrease from last year. In 2019, Rothschild circulated 40,276 items. This is a 3.83% decrease from last year.

#### Library News

- Ben D. visited the library to work on tech related issues.
- Laura attended the County Management Retreat on 4/25.
- Katie Z. worked with RO staff to develop a shifting plan for the Children's collection. Staff have been busy putting this plan into action. We are very happy with the results.
- Rothschild staff proctored an exam.

#### Facilities Updates

- N/A

### **Spencer Monthly Report**

#### Events and Programs

- On April 2<sup>nd</sup>, Pam Resech, Educator from the George W. Mead Wildlife presented, "Wolves: A Family Tradition". Pam told many interesting facts and showed wolf pelts. 24 adults and 10 young adults were present.
- On April 2<sup>nd</sup>, Spencer Elementary Kindergarten classes came to the Spencer Library. Audrey read them two stories and those who had their library card were allowed to check out books. A total of 52 were at the library.
- Rookie Rockets Day Care Story Time was held four times in the month of April with a total of 67 attending.
- Four Story Times/Play N Learn were held in the month of April with a total of 26 present.
- On April 9<sup>th</sup>, Cribbage at the Library was held. 8 adults had a fun afternoon. This was the final cribbage day until next fall. Everyone agreed to start again in September.
- Book Club met on April 15<sup>th</sup> and 18<sup>th</sup> to discuss the book, "The Silent Gift" by Michael Landon, Jr. A total of 13 read and enjoyed the book.
- On April 23<sup>rd</sup> and 24<sup>th</sup>, Audrey went to the Spencer Elementary Pre-K class to do a Story Time. There were 47 attending.
- On April 24<sup>th</sup>, Audrey was invited to the 4<sup>th</sup> grade class at Spencer Elementary to do a presentation on books with a mystery theme or survival theme. Audrey did a brief bio

on each author that had written a mystery or survival themed book. 47 were present for this presentation.

- National Library Week was celebrated with a trivia quiz about Audrey and Wendy. A list of 6 questions were asked about each of us, and patrons guessed if the question was about Audrey or Wendy. 20 adults and 7 children had fun trying to figure which one was which!
- A passive program was held for Easter with coloring pages given to children. 19 children colored the pages.

#### Circulation Statistics

- Spencer circulated 2,008 items in the month of April. This is a decrease of 4.79%. Spencer has circulated 7,486 items in 2019. This is a decrease of 3.27%.

#### Library News

- The local paper, "TRG" came to the Spencer Library to interview Audrey on the programs that are held in Spencer. The reporter then came back the next day to do an article on the "Wolves: A Family Tradition".
- Audrey attended the Spencer Chamber of Commerce meeting on April 3<sup>rd</sup> at NTC. Audrey was presented a plaque for being a member of the Spencer Chamber of Commerce.
- Spencer High School's Science Club came to the library to be part of the Wolf: A Family Tradition Program on April 2<sup>nd</sup>. It was great to have Junior High and High School students involved.
- The April 11<sup>th</sup> snowstorm forced us to reschedule our program on Human Trafficking until May 23<sup>rd</sup>.

#### Facilities Updates

- The Village of Spencer workers fixed our CD drawer. The top drawer would not stay closed and would roll open.

### **Stratford Monthly Report**

#### Events and Programs

- Our Nonfiction@Night bookclub met April 3. Two patrons attended to discuss *Outliers* by Malcolm Gladwell
- Our afternoon Book Club met April 15 to discuss *Eleanor Oliphant is Completely Fine* by Gail Honeyman; 12 people attended.
- A *Wicked Plants* gardening program was held April 9. Four patrons attended.
- A *Create Your Own Butterfly Garden Program Part II* was held April 17. One patron attended.
- Our Quilting Club met April 23. Four members attended.
- Passive Program: 58 children enjoyed the April worksheets and coloring sheets.

- Story Time and Play & Learn met four times in April, with a total of 34 adults and 64 children attending. Our themes for stories, activities, and crafts included counting, baby chicks, and Earth Day. On one week, we had a guest visitor and presenter: Terra Plaisance, Committee Chairperson for Money Smart Week events for the Get Smart Wausau Coalition. She read some books and taught the children about money and counting, and gave the kids goody bags filled with related materials.
- St. Joe's Pre-K and K students visited for story time and book checkout on April 8, with 6 students and 1 adult attending.
- St. Joe's 1<sup>st</sup> & 2<sup>nd</sup> graders visited April 9 and 30 for story time and book checkout, with a total of 18 students attending.
- St. Joe's 3<sup>rd</sup> and 4<sup>th</sup> graders visited April 9 and 30 for book checkout, with a total of 18 students attending.

#### Circulation Statistics

- Stratford circulated 1,949 items in April. This is a 7.01% decrease from last year. In 2019, Stratford circulated 7,373 items. This is a 3.20% decrease from last year.

#### Library News

- A *National Library Week* book display was set up, featuring books on libraries for adults and children.
- A *Spring Knowledge Blossoms with Reading* display was set up, featuring books on flower gardening and outdoor nature projects.
- We are currently working on a Juvenile Fiction Weeding Project for Katie Z.

#### Facilities Updates

- No updates this month.

**Director's Activities:**

- 4-15-19 Marathon County Public Library Board of Trustees Meeting
- 4-16-19 Early Years Coalition Steering Committee Meeting
- 4-17-19 Engberg Anderson Telephone Meeting/Project Startup
- 4-19-19 County Department Heads Meeting
- 4-22-19 Friends of the Marathon County Public Library Board Meeting
- 4-25-19 Marathon County Managers Meeting/Culture Survey results rollout
- 5-3-19 SRLAAW meeting at WAPL Conference in Rothschild
- 5-3-19 Engberg Anderson site tours/all day
- 5-7-19 Cross-county annual borrowing meeting with Marshfield/WVLS/SCLS via phone
- 5-7-19 Monthly agenda meeting with Library Board President
- 5-9-19 Marathon County Public Library Foundation Board Meeting
- 5-15-19 LIFE Report Steering Committee Meeting
- 5-17-19 Branch Coordinators Meeting @ HQ
- 5-20-19 Marathon County Public Library Board of Trustees Meeting

**NEXT MONTH DIRECTOR'S ACTIVITIES:**

- 5-20-19 Marathon County Public Library Board of Trustees Meeting
- 5-21-19 Early Years Coalition Steering Committee Meeting
- 5-24-19 County Department Heads Meeting
- TBD Policy reviews w/Leah and Matt
- TBD Monthly agenda meeting with Library Board President
- 5-27-19 Friends of the Marathon County Public Library Board Meeting
- 6-17-19 Marathon County Public Library Board of Trustees Meeting

**LIBRARY PROJECTS, PROGRAMS, EVENTS:**

Engberg Anderson is working on design plans for upcoming renovations

**UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:**

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 19 CIP TRANS

Report Format 511

Period 5 ending May 31, 2019

Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2019 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 8400 MAIN LIBRARY CUST SERVIC	242,476.00					242,476.00	
-----							
Or2 934 CIP PROJECTS	242,476.00					242,476.00	
-----							
Sub 604 LIBRARY CIP PROJECTS	242,476.00					242,476.00	
-----							
Report Final Totals	242,476.00					242,476.00	
=====							