



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA
of a meeting of the Marathon County Public Library Board of Trustees,
Monday, August 19, 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. (30 minutes) Corporation Counsel Discussion of County Agreements and Budget Process – For Discussion and Possible Action
8. (20 minutes) County Facilities Department Update on Roofing and Air Quality Tests – For Discussion and Informational Purposes Only
9. (10 minutes) Branch Libraries Staffing and Hours Discussion of Survey Results – For Discussion and Informational Purposes Only
10. (10 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
11. (5 minutes) Updated County Policy for Inclement Weather – For Discussion and Informational Purposes Only
12. (5 minutes) Wi-Fi Changes Update – For Discussion and Informational Purposes Only
13. Announcements
14. Request for Future Agenda Items
15. Next Meeting Dates
 - Monday 09/23/2019
 - Monday 10/21/2019
 - Monday 11/18/2019
 - Monday 12/16/2019
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

FAXED TO: Other Media Groups

FAXED BY: H. Wilde

FAXED DATE: August 9, 2019

FAXED TIME: 11:45 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

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

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

Excused: Sharon Hunter

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 June 17, 2019 meeting. Seconded by MaiGer Moua. Motion carried.

A motion was made by Gary Beaström to approve the Bills & Services report for June 2019. Seconded by MaiGer Moua. 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 – The Library Director reported there will be a book sale the first weekend in August.

MCPL Foundation – The Library Director reported the Foundation met with new members. In September, Engberg Anderson will attend their meeting the Foundation can better develop what we can do and can't do with our renovations as far as what the Foundation can help with.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

Survey Update from Leah

We are moving right along. There was a massive amount of data that we are trying to gather and compile. We received all of the survey responses back from staff and patrons. We have circulation and door count data and we have data related to what other libraries are doing. The group will be meeting the week of August 12 to discuss all of the data. We want to give the best service we possibly can.

SCLS Update

We are gathering data on our circulation and other factors that will be added into process of determining the costs we might incur in changing to that library system. We are moving forward getting closer to having some numbers that will give this board a chance to do some comparisons. We have already had a conversation to try either in August or September to have some people from South Central Library System come and speak about the process and about what we might look forward to in the future.

Budget Update

All of the CIP funds were transferred July 8. Guidance has not yet been received concerning expectations for 2020 budget requests, we are hopeful we should have something by the August meeting. No communication has been received concerning the maintenance budget. We have a meeting scheduled with Corporation Council on July 17, we will then ask for someone to attend the August Library Board meeting.

Engberg Anderson Update

Engberg Anderson did come back with drawings. It will be hard to do everything within the \$750,000 agreed upon proposal, plus up to \$250,000 for technology. We've asked them to itemize everything for us. We will only focus on interior furnishing of the library and sprucing up the branch libraries. We will have community leaders here during our staff development day. We can make our presentation and have drawings available of what we can afford to do now and what we could do.

Press Conference on July 8

We received a phone call from someone who is working for the governor's office, asking if they could use our Community Room for a press conference to roll out part of the budget.

L.E.N.A Update

We are in the middle of the summer session.

Roof and 3rd Floor Update

We are waiting to hear back from the engineers. The CIP committee meets quarterly in which Tom will attend the next meeting.

Announcements

Portage County is using recycled plastics for their makerspaces. The facility which made the donation of clean defective compost bins has shredded the bins to be used for the 3D printers.

Request for Future Agenda Items

- Roof
- Budget

A Motion was made by Sarah Thurs to adjourn the meeting at 12:45 p.m. Seconded by Scott Winch. 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 August 19, 2019.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, June 17, 2019. Library Headquarters, Wausau Community Room.

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

Excused: Kari Sweeney, Scott Winch

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

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

A motion was made by Katie Rosenberg to approve the Personnel Committee minutes from the May 20, 2019 meeting. Seconded by Gary Beastrom. Motion carried.

A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the May 20, 2019 meeting. Seconded by Gary Beastrom. Motion carried.

A motion was made by Katie Rosenberg to approve the Personnel Committee minutes from the May 29, 2019 meeting. Seconded by Gary Beastrom. Motion carried.

A motion was made by MaiGer Moua to approve the Bills & Services report for May 2019. Seconded by Katie Rosenberg. 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

Budget Update – No communication has been received concerning the maintenance budget allocation issue. Guidance has not yet been received concerning expectations for 2020 budget requests.

L.E.N.A Update

The summer L.E.N.A. session is beginning with motivated participants ready to go.

EA Update

Enberg Anderson has been working with the collection development team to verify current collection size and shelf space needs. Concerns for not yet having the capital improvement funds transferred into 2019 by the Finance Department have prompted a caution from the Business Manager as to sending out a request for proposal before adequate funding is made available. Efforts continue to finalize the transfer.

Third Floor Update

The Facilities and Capital management department is continuing to study the extent of damage under and behind the lower roof's existing membrane. Outside service providers have been brought in to determine the extent to which repairs are needed before the roof membrane can be replaced. No schedule has been put forth as of this meeting. The administrative team has begun a project of final clearing of a substantial portion of the third floor in an effort to make it easier for people to best envision the substantial potential the space holds.

Survey of Branch Services Update

Survey results were distributed to Board of Trustee members. After statistics are analyzed, recommendations will be brought forth to make any appropriate changes.

WI-FI at Branches Update

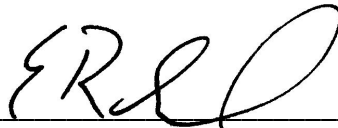
Wi-Fi has been made available at branches for twenty four hours a day with positive feedback and no apparent negative consequences.

Announcements – None

Request for Future Agenda Items -

A request was made to have Corporation Council address the Board of Trustees concerning compliance with agreements and statutes concerning library funding control.

A Motion was made by MaiGer Moua to adjourn the meeting at 12:40 p.m. Seconded by Katie Rosenberg. Motion carried.



Library Director

Period: 7 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE	
	ROTHSCHILD, VILLAGE	350.01
	WISNET	250.00
	CHARTER COMMUNICATIONS	1,382.06
	INTERNET SERVICE	1,982.07
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS	
	UNIQUE MANAGEMENT SERVICES	44.75
	CONTRACT SERV-DEBT COLLECTIONS	44.75
101 000000000066592250	TELEPHONE	
	FRONTIER	502.95
	TELEPHONE	502.95
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY	
	MARSHFIELD PUBLIC LIBRARY	233.63
	LIBRARY FEES-REIMBURSE TO CNTY	233.63
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES	
	KACZMARCZYK, ROBERT	432.00
	MINOCQUA PUBLIC LIBRARY	27.00
	SUNDRY CONTRACTUAL SERVICES	459.00
101 000000000066592994	CONTRACTUAL VAN/COURIER SERV	
	WI VALLEY LIBRARY SERVICES	2,100.84
	CONTRACTUAL VAN/COURIER SERV	2,100.84
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR	
	BAKER & TAYLOR COMPANY	2,023.11
	SUNDRY CONTR SERV-JACKETS LIBR	2,023.11
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR	
	BAKER & TAYLOR COMPANY	432.74
	SUNDRY CONTR SERV-PROC AV LIBR	432.74
101 000000000066593130	PRINTING/DUPLICATION	
	ROTOGRAPHIC PRINTING INC	345.50
	PRINTING/DUPLICATION	345.50
101 000000000066593161	BOOKS LIBRARY	
	BAKER & TAYLOR COMPANY	21,023.58
	REGENT BOOK CO INC	33.57
	AMAZON CAPITAL SERVICES	626.23
	BOOKS LIBRARY	21,683.38

Period: 7 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593168	AUDIO-VISUAL MATERIALS	
	BAKER & TAYLOR COMPANY	3,371.86
	AMAZON CAPITAL SERVICES	662.72
	AUDIO-VISUAL MATERIALS	4,034.58
101 000000000066593260	ADVERTISING	
	WAUSAU AREA NEWCOMER SERVICE	22.00
	ADVERTISING	22.00
101 000000000066593497	LIBRARY OPERATING SUPPLIES	
	NASSCO	50.58
	ULINE	1,712.23
	ELM USA	470.95
	AMAZON CAPITAL SERVICES	683.14
	LIBRARY OPERATING SUPPLIES	2,916.90
101 000000000066595320	BUILDING/OFFICES RENT	
	ROTHSCHILD, VILLAGE	1,913.91
	MOSINEE WATER/SEWER	43.95
	WI PUBLIC SERVICE CO	268.10
	INTERIOR CLEANING SPECIALISTS	920.00
	BUILDING/OFFICES RENT	3,145.96
	LIBRARY 665 TOTAL:	39,927.41

Period: 7 2019

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	910.98
PEASE, THOMAS A	1,755.00
PETERSON, RANDY	1,800.00
HALBROOK, LYNN	3,300.00
TANK MATES LLC	700.00
LINDBERG, RON	1,300.00
COLOSSAL FOSSILS INC	1,100.00
AMAZON CAPITAL SERVICES	171.83
LENZ, JAMES	1,300.00
BOOKS LIBRARY	<u>12,337.81</u>
LIBRARY GIFTS 667 TOTAL:	<u>12,337.81</u>
Report Total:	<u><u>52,265.22</u></u>

GL787

LIB 2019-OBL vs BUDGET

Report Format 511

Period 7 ending July 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		278,874.24	278,874.24	258,416.76	51.9
Act 1111 SALARIES-PERMANENT-REGUL	32,737.00	2,709.95		19,146.79	19,146.79	13,590.21	58.5
Act 1210 WAGES-PERMANENT-REGULAR	769,553.00	61,782.40		457,528.08	457,528.08	312,024.92	59.5
Act 1211 WAGES-PERMANENT-REGULAR	662,349.00	47,243.99		352,677.15	352,677.15	309,671.85	53.3
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	5,304.20		76,349.58	76,349.58	78,753.42	49.2
Act 1520 RETIREMENT EMPLOYERS SHA	117,501.00	4,337.64		60,228.80	60,228.80	57,272.20	51.3
Act 1540 HOSPITAL/HEALTH INSURANC	409,638.00			240,695.95	240,695.95	168,942.05	58.8
Act 1541 DENTAL INSURANCE	11,321.00			6,275.93	6,275.93	5,045.07	55.4
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	882.00		12,285.00	12,285.00	20,891.00	37.0
Act 1550 LIFE INSURANCE	1,121.00	48.20		330.13	330.13	790.87	29.5
Act 1560 WORKERS COMPENSATION PAY	3,069.00	140.77		1,697.65	1,697.65	1,371.35	55.3
Act 1580 UNEMPLOYMENT COMPENSATIO	2,025.00	74.07		1,474.20	1,474.20	550.80	72.8
<hr/>							
APR 711A LIBRARY LVL 1-PERS SERVICE	2,767,405.00	159,460.82		1,536,545.16	1,536,545.16	1,230,859.84	55.5
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	3,519.62		11,534.61	11,534.61	12,465.39	48.1
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	44.75		545.95	545.95	454.05	54.6
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00					6,500.00	
Act 2250 TELEPHONE	8,000.00	1,077.75		4,226.85	4,226.85	3,773.15	52.8
Act 2433 MAINTENANCE CONTRACTS	21,000.00			610.98	610.98	20,389.02	2.9
Act 2490 SUNDRY REPAIR/MAINT SERV	2,500.00					2,500.00	
Act 2561 LIBRARY FEES-REIMBURSE T	9,500.00	233.63		5,373.81	5,373.81	4,126.19	56.6
Act 2954 RFID EQUIP MAINT FEES	34,500.00			33,889.53	33,889.53	610.47	98.2
Act 2955 V-CAT FEES LIBR	75,040.00			74,842.22	74,842.22	197.78	99.7
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	459.00		8,529.88	8,529.88	3,069.88-****	
Act 2994 CONTRACTUAL VAN/COURIER	3,000.00	2,100.84		4,696.48	4,696.48	1,696.48-****	
Act 2995 COMPUTER MAINT. CONTRACT	7,875.00			7,800.00	7,800.00	75.00	99.1
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	2,342.47		11,002.22	11,002.22	10,997.78	50.0
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	610.59		3,069.35	3,069.35	4,930.65	38.4

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 7 ending July 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			1,509.93	1,509.93	2,140.07	41.4
Act 3125 PAPER COPIER	2,000.00			2,242.40	2,242.40	242.40	****
Act 3126 PAPER - RECEIPTS	800.00			1,299.80	1,299.80	499.80	****
Act 3127 RFID TAGS-LIBR	10,500.00			7,195.97	7,195.97	3,304.03	68.5
Act 3130 PRINTING/DUPLICATION	7,000.00	345.50		5,891.07	5,891.07	1,108.93	84.2
Act 3161 BOOKS LIBRARY	282,250.00	25,643.73		133,420.21	133,420.21	148,829.79	47.3
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	6,519.74		30,066.32	30,066.32	33,933.68	47.0
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	-
Act 3220 SUBSCRIPTIONS NEWSPAPER/	22,000.00	877.61		2,916.03	2,916.03	19,083.97	13.3
Act 3221 SUBSCRIPTIONS-ELECTRONIC	25,000.00			5,450.00	5,450.00	19,550.00	21.8
Act 3240 MEMBERSHIP DUES		299.00		299.00	299.00	299.00	-
Act 3250 REGISTRATION FEES/TUITIO	5,000.00			899.50	899.50	4,100.50	18.0
Act 3260 ADVERTISING	6,000.00	22.00		1,520.88	1,520.88	4,479.12	25.4
Act 3321 PERSONAL AUTO MILEAGE	4,000.00	114.14		1,024.75	1,024.75	2,975.25	25.6
Act 3350 MEALS	500.00			248.00	248.00	252.00	49.6
Act 3360 LODGING	600.00			2,050.28	2,050.28	1,450.28	****
Act 3390 MEETING EXPENSES	2,000.00			1,494.72	1,494.72	505.28	74.7
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	4,830.42		20,195.83	20,195.83	195.83	****
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	5,705.20		40,086.41	40,086.41	14,913.59	72.9
APR 711B LIBRARY LVL 1-OPERATING	786,275.00	54,745.99		451,227.00	451,227.00	335,048.00	57.4
Or2 665 LIBRARY	3,553,680.00	214,206.81		1,987,772.16	1,987,772.16	1,565,907.84	55.9

GL787 LIB 2019-OBL vs BUDGET Report Format 511

Period 7 ending July 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		28,084.67	28,084.67	968.67-****	
Act 3240 MEMBERSHIP DUES		19,000.00		18,726.44	18,726.44	273.56 98.6	

APR 711B LIBRARY LVL 1-OPERATING		46,116.00		46,811.11	46,811.11	695.11-****	

Or2 666 WVLS CONTRACTUAL SERVICE-LI		46,116.00		46,811.11	46,811.11	695.11-****	

Agy 0870 LIBRARY	3,599,796.00	214,206.81		2,034,583.27	2,034,583.27	1,565,212.73	56.5

Sub 101 GENERAL FUND	3,599,796.00	214,206.81		2,034,583.27	2,034,583.27	1,565,212.73	56.5

GL787

LIB 2019-OBL vs BUDGET

Report Format 511

Period 7 ending July 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	13,897.11		41,506.77	41,506.77	52,920.23	44.0

Or2 667 LIBRARY GIFTS	94,427.00	13,897.11		41,506.77	41,506.77	52,920.23	44.0

Agy 0870 LIBRARY	94,427.00	13,897.11		41,506.77	41,506.77	52,920.23	44.0

Sub 252 LIBRARY GIFTS	94,427.00	13,897.11		41,506.77	41,506.77	52,920.23	44.0

Report Final Totals	3,694,223.00	228,103.92		2,076,090.04	2,076,090.04	1,618,132.96	56.2
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GL787 LIB 19 MAINT OBL VS BUDGET Report Format 511

Period 7 ending July 31, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0590 OTHER GENERAL GOVERNMENT

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 206 LIBRARY - BLDG MAINTENANCE							
APR 561F MAINT LIBR LVL 1-OPERATIN							
Cat 920 CONTRACTUAL SERVICES							
Act 2170 PEST EXTERMINATION	420.00	30.00		210.00	210.00	210.00	50.0
Act 2210 WATER/SEWER	35,000.00	3,987.38		5,787.73	5,787.73	29,212.27	16.5
Act 2220 ELECTRIC	42,000.00	3,587.63		17,501.91	17,501.91	24,498.09	41.7
Act 2240 NATURAL/PROPANE GAS	9,000.00	179.26		6,618.39	6,618.39	2,381.61	73.5
Act 2450 GROUNDS/GROUND IMPROVEME	100.00					100.00	
Act 2460 BUILDING SERVICE EQUIP R	1,500.00	109.50		8,311.09	8,311.09	6,811.09	****
Act 2470 BUILDING REPAIRS	500.00			962.30	962.30	462.30	****
Act 2930 FIRE PROTECTION	300.00			85.00	85.00	215.00	28.3
Act 2970 REFUSE COLLECTION	4,000.00	2,135.51		4,320.58	4,320.58	320.58	****
Act 2990 SUNDRY CONTRACTUAL SERVI	2,500.00	3.37		2,517.51	2,517.51	17.51	****
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	8,000.00	1,232.87		4,704.04	4,704.04	3,295.96	58.8
Act 3460 CLOTHING/UNIFORM	600.00	23.76		233.67	233.67	366.33	39.0
Act 3540 PAINTING SUPPLIES	300.00			20.43	20.43	279.57	6.8
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00	102.66		205.80	205.80	294.20	41.2
Cat 940 BUILDING MATERIALS							
Act 4250 SMALL HARDWARE/WIRE/NAIL	100.00					100.00	
APR 561F MAINT LIBR LVL 1-OPERATIN	104,820.00	11,391.94		51,478.45	51,478.45	53,341.55	49.1
Or2 206 LIBRARY - BLDG MAINTENANCE	104,820.00	11,391.94		51,478.45	51,478.45	53,341.55	49.1
Agy 0590 OTHER GENERAL GOVERNMENT	104,820.00	11,391.94		51,478.45	51,478.45	53,341.55	49.1
Sub 101 GENERAL FUND	104,820.00	11,391.94		51,478.45	51,478.45	53,341.55	49.1
Report Final Totals	104,820.00	11,391.94		51,478.45	51,478.45	53,341.55	49.1

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of July 2019

Branch	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE	2018 YEAR-to-DATE	2019 YEAR-to-DATE	% CHANGE
ATHENS	1,368	1,793	31.07%	11,961	11,559	-3.36%
EDGAR	2,123	2,311	8.86%	11,806	13,216	11.94%
HATLEY	2,760	3,131	13.44%	16,314	17,728	8.67%
MARATHON	3,676	4,127	12.27%	23,284	24,366	4.65%
MOSINEE	4,524	4,115	-9.04%	26,138	26,203	0.25%
ROTHSCHILD	11,824	12,127	2.56%	74,728	72,832	-2.54%
SPENCER	1,909	2,114	10.74%	13,178	13,322	1.09%
STRATFORD	2,469	2,967	20.17%	14,479	14,621	0.98%
WAUSAU	42,144	42,530	0.92%	270,495	256,798	-5.06%
WAUSAU DRIVE UP	1,079	1,153	6.86%	8,253	7,731	-6.32%
HOMEBOUND	1,154	1,232	6.76%	8,157	7,855	-3.70%
ILL	174	192	10.34%	919	829	-9.79%
OVERDRIVE	10,494	11,681	11.31%	69,262	77,783	12.30%
GRAND TOTAL	85,698	89,473	4.41%	548,974	544,843	-0.75%

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

**The Mosinee branch was closed from May 7-15, 2018 for building repairs

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

July 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	21	0	112	0	0	416	0	549	11,559	4.75%	
EDGAR	7	0	63	0	0	0	1	71	13,216	0.54%	
HATLEY	0	61	11	1,468	892	0	0	2,432	17,728	13.72%	
MARATHON	15	106	48	0	5	4	0	178	24,366	0.73%	
MOSINEE	2	0	18	32	15	5	10	82	26,203	0.31%	
ROTHSCHILD	96	1	157	959	110	16	15	1,354	72,832	1.86%	
SPENCER	1,062	0	0	0	0	17	40	1,119	13,322	8.40%	
STRATFORD	95	0	0	0	0	15	75	185	14,621	1.27%	
WAUSAU	763	816	4,125	1,333	2,820	208	82	10,147	256,798	3.95%	
WAUSAU DRIVE UP	1	6	272	1	1	0	0	281	7,731	3.63%	
MISC*									86,467		
TOTAL MCPL	2,062	990	4,806	3,793	3,843	681	223	16,398	544,843	3.01%	
% of CIRC by COUNTY	0.38%	0.18%	0.88%	0.70%	0.71%	0.12%	0.04%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of July 2019

	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	63,174	64,156	1.55%
RESIDENT CHILD	12,014	9,291	-22.67%
HOMEBOUND	196	193	-1.53%
STAFF	64	67	4.69%
TEMPORARY	250	237	-5.20%
TOTAL FOR MARATHON COUNTY	75,698	73,944	-2.32%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,767	2,821	1.95%
CHILD	326	235	-27.91%
TEMPORARY	13	16	23.08%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,106	3,072	-1.09%
INTERLIBRARY LOAN			
ILL	531	533	0.38%
GRAND TOTAL	79,335	77,549	-2.25%

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

THE PAST MONTH

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

Library Services Report

July 2019

News

- Branch hours update: Katie Z created 'overlay' graphs based on survey data; Leah held initial branch hours meeting to evaluate data and make a plan for proposal
- Inventory: Adult Nonfiction completed through 000s -299s and staff have begun the 300s. Working on Adult DVDs next.
- Leah held rounding with individual staff throughout the month
- Leah attended inaugural transition team meeting on the 2nd
- Leah and Ben K had annual print media meeting
- Leah attended weekly operations meetings
- Leah held orientation for new hire Deborah
- Leah attended July Library Board meeting
- Leah attended adult reference meeting
- Laura W hosted Branch Coordinator meeting at Main Library
- Leah attended the Friends of the Library meeting
- Leah hosted second transition team meeting in the training room
- Leah, Chad, Ben and Katie Visited the Madison Public Library's makerspace as part of our information gathering initiative for the transition team
- Chad held two meetings with the Central Wisconsin Book Festival committee
- Katie and Laura have begun working to create 'Healing Library Kits' as tools to help support parents guiding their child through a difficult time
- Kate submitted an updated Material Selection Procedure

Events and Programs

Youth Services Events

- Story Times:
 - Book Babies: 5 programs; participants—113
 - Tales for Tots: 4 programs; participants—55
 - Preschool Story Time: 8 programs; participants—143
 - Play and Learn Story Time: 2 programs; participants—27

- Family Story Time: 4 programs; participants—65
- July 8: Toddler Dance Party—75
- July 9: Miller and Mike; 2 shows—317
- July 10: Key to Life Library Tour—50
- July 11: Chalk Art—26
- July 11: PAWS to Read—42
- July 12: Chalk Art—15
- July 13: Chalk Art—20
- July 16: Randy Peterson; 2 shows—182
- July 17: Southeast Side Neighborhood Park Story Time—2
- July 18: Marathon County Parks Dept. Tour—9
- July 18: PAWS to Read—26
- July 22: Toddler Dance Party—65
- July 23: Colossal Fossils; 2 shows—391
- July 24: Planetary Pasta Rovers—39
- July 25: PAWS to Read—36
- July 29: Harry Potter Escape Room—38
- July 30: Harry Potter Escape Room—35
- July 31: Harry Potter Escape Room—39
- **Number of July Youth Services programs – 44**
- **Total attendance for July Youth Services programs – 1810**

Adult/All Ages Events

- July 15: Women’s Night Out book club; attendance – 6
- July 15: Unidentified Flying Objects in Wisconsin w/Chad Lewis – 62
- July 18: Apollo 11 Lunar Landing celebration – 38
- July 24: Readers of Classic Literature book club - 5
 - **Number of adult programs - 4**
 - **Total attendance for April adult programs – 111**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 3,493 likes (+25)
- Twitter: 1,196 followers (+0)
- Pinterest: 956 followers (+0)

- Goodreads: 279 friends (+3); 1,211 reviews (+5)
- Instagram: 470 followers (+10)

Hot Happenings in the River District (email newsletter)

- July 3- Miller & Mike
- July 10- Unidentified Flying Objects in Wisconsin
- July 17- Apollo 11 Lunar Landing Celebration
- July 24- Friends of MCPL Book Sale
- July 31- Free Family Pool Day

WAOW Channel 9

- July 8- Mini camp teaches kids about historical disasters and survival tips (Library Branch Assistant, Shirley Berkley)
<https://waow.com/news/top-stories/2019/07/08/mini-camp-teaches-kids-about-historical-disasters-and-survival-tips>
- July 10- Area library aims to educate on the importance of being dementia friendly (Library Branch Assistant, Dave Gregerson)
<https://waow.com/news/2019/07/10/area-library-aims-to-educate-on-the-importance-of-being-dementia-friendly>
- July 18- Marathon Co. Public Library to host lunar landing celebration (Library Services, Dan Richter)
<https://waow.com/news/top-stories/2019/07/18/marathon-co-public-library-to-host-lunar-landing-celebration>
- July 23- 'Colossal Fossils' presentation hits Marathon Co. Library (Library Services, Dan Richter)
<https://waow.com/news/top-stories/2019/07/23/colossal-fossil-presentation-hits-marathon-co-library>

WSAW Channel 7

- July 18- NASA looks toward future moon mission on the 50th anniversary of the first lunar landing (Library Services, Dan Richter)
<https://www.wsaw.com/content/news/NASA--512882671.html>
- July 31- Marathon County celebrates Harry Potter's birthday (Library Services, Laura Lawler)
<https://www.wsaw.com/content/news/Marathon-county-celebrates-Harry-Potters-birthday-513432661.html>

WSAU News/Talk 550 AM

- July 17- MCPL to celebrate the 50th anniversary of the moon landing (Library Services, Dan Richter)
<https://wsau.com/news/articles/2019/jul/17/mcpl-to-celebrate-the-50th-anniversary-of-the-moon-landing/918965>

WXCO Cool Oldies 1230 AM

- July 3- Coffee Break (Library Services, Chad Dally)
<http://www.1230wxco.com/audio/Hometown%20Morning/07-03-19%20Chad%20Dally%20Coffee%20Break.mp3>

- July 18- Coffee Break (Library Services, Chad Dally)
<http://www.1230wxco.com/audio/Hometown%20Morning/07-18-19%20Chad%20Dally%20Coffee%20Break.mp3>

City Pages

- July 3- Celebrate the lunar landing 50th anniversary- Wausau: Apollo 11 Lunar Landing Celebration
 Big Guide- Wausau: Toddler Dance Party, Miller & Mike, PAWS to Read, Chalk Art; Athens: Needle Arts, Tom Pease, Slime Lab; Edgar: Tom Pease; Hatley: Outside the Lines-A Family Coloring Party, Miller & Mike, MCPL DIY-CD Etching; Marathon City: LEGO Block Party, Kids Needle Arts-Hacky Sacks; Rothschild: "I Survived" Mini Camp, PAWS to Read, Jim Lenz's Comedy Science Show; Stratford: Miller & Mike
 Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- July 11- Big Guide- Wausau: Unidentified Flying Objects in Wisconsin, Apollo 11 Lunar Landing Celebration, Chalk Art, Rockin' Around the Universe with Randy Peterson; Athens: Natural Dyeing for Beginners, Slime Lab, Groovy Space Story Time; Hatley: Aromatherapy and Essential Oils Discussion Group, MCPL DIY-CD Etching, Planetary Pasta Rovers, Rockin' Around the Universe with Randy Peterson; Marathon City: LEGO Block Party, Rockin' Around the Universe with Randy Peterson; Mosinee: Fire Safety Story Time; Rothschild: Miller & Mike
 Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- July 18- Highlights – Wausau: Colossal Fossils Presents-The Mammoth Hunter; Athens: Colossal Fossils Presents-The Mammoth Hunter; Edgar: Colossal Fossils Presents-The Mammoth Hunter
 Big Guide- Wausau: Apollo 11 Lunar Landing Celebration, Toddler Dance Party, PAWS to Read, Planetary Pasta Rovers; Athens: Needle Arts, MCPL DIY-Paper Beads; Hatley: LEGO Block Party; Marathon City: Read With a Friend Day, LEGO Block Party; Rothschild: Constellation Banner, PAWS to Read, Family Game Day; Stratford: Star Search
 Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- July 25- Kids Corner Calendar- Wausau: Escape from the Deathday Dungeon-A Harry Potter Escape Room Experience, Free Family Pool Day, Stories and Strings-A Violin Story Time, Building Challenges, A Groovy New Story & Crafts with Pete the Cat, A Pirate Tale and Treasure Hunt, Family Pajama Story Time, Pokémon Club, Books on the Bus, Family Pajama Story Time, Children's Matinee-"Toy Story 4,"; Athens: Kindness Rocks!, Eat Your Veggies Story Time, Fruit and Vegetable Printing, Therapy Dog Story Time, Autumn Hedgehog Craft, Craft Supply Swap Day, Monster Mash Story Time; Edgar: Astronaut Training, Family Adventure Night-Batman, Home School Huddle, Family Adventure Night-Scooby-Doo; Hatley: Outside the Lines-A Family Coloring Party, DIY Galaxy Jars and Slime, Newspaper Structures, Create a Paper Airplane, Coffee Filter Candy Corn, MCPL DIY-Decoupage Jars, Fire Safety Story Time, Create a Monster, Fall Refrigerator Magnets, Monster Mash Story Time; Marathon City: LEGO Block Party, A Universe of

Stories-Writing Your Own Story, Shine Like the Sun Story Time, Book Folding Art;
 Mosinee: Ollivander's Wand Shop, Stuffed Animal Sleepover, Celebrate National
 Aviation Day, MCPL DIY-Galaxy in a Bottle, Story Time Yoga, Homemade Journals and
 Notebooks, Craft Supply Swap Day, National Octopus Day Celebration; Rothschild:
 Family Game Day, PAWS to Read, Galaxy Bottle Charm Necklace, Saturday Spotlight-
 Jungles, Fall Craft Night, Saturday Spotlight-Monsters, Escape Room Family Adventure;
 Stratford: Learn to Quilt
 Big Guide- Wausau: Friends of MCPL Book Sale; Athens: MCPL DIY-Paper Beads, Needle
 Arts; Hatley: Library Learning-Introduction to Pinterest
 Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book
 Babies; Play & Learn Playgroups

Mosinee Times

- July 4- Program for dementia caregivers to be offered at MCPL Mosinee Branch
 MCPL July Book Clubs – Edgar: "Hatchet;" Hatley: "We Were the Mulvaney's;" Marathon
 City: "The Things They Carried;" Stratford: Nonfiction @ Night-"Hidden Figures"
- July 18- Introduce a friend to joy of reading with special event on July 22
 Summer Library Program Events- Wausau: Toddler Dance Party, Planetary Pasta Rover,
 PAWS to Read; Athens: Colossal Fossils Presents-The Mammoth Hunter; Edgar: Weeks
 and Weeks of SLP Crafts; Hatley: Outer Space Craft Week, LEGO Block Party; Marathon
 City: Create Your Own Sun Catcher, LEGO Block Party; Rothschild-Craft Week-Create
 Your Own Alien, PAWS to Read, Family Game Day; Spencer: Craft Week-Create a Flying
 Saucer; Stratford: Star Search
- July 25- Friends of MCPL to host next book sale August 1-4 at MCPL Wausau

Record Review

- July 3- Wausau: Unidentified Flying Objects in Wisconsin; Athens: Slime Lab, Tom Pease,
 Fiber Arts, Craft Week-Create Your Own Alien, Groovy Space Story Time; Edgar: Weeks
 and Weeks of SLP Crafts, Tom Pease, Colossal Fossils Presents-The Mammoth Hunter;
 Marathon City: Book Club-"The Things They Carried," LEGO Block Party, Kids Needle
 Arts-Hacky Sacks, Create Your Own Sun Catcher, Craft Week-Create a Flying Saucer,
 Rockin' Around the Universe with Randy Peterson; Stratford: Kindness Rocks, Miller &
 Mike, Craft Week-Make Your Own Rocket Ship, Craft Week-Create a Flying Saucer
- July 10- Wausau: Unidentified Flying Objects in Wisconsin; Athens: Slime Lab, Fiber Arts,
 Craft Week-Create Your Own Alien, Groovy Space Story Time, Natural Dyeing for
 Beginners; Edgar: Weeks and Weeks of SLP Crafts!, Colossal Fossils Presents-The
 Mammoth Hunter; Marathon City: LEGO Block Party, Create Your Own Sun Catcher,
 Craft Week-Create a Flying Saucer, Rockin' Around the Universe with Randy Peterson;
 Stratford: Craft Week-Create a Flying Saucer
- July 17- Seek early diagnosis, says specialist (COVER STORY-Understanding Alzheimer's
 and Dementia program at Edgar Branch)
 Wausau: Apollo 11 Lunar Landing Celebration; Athens: Fiber Arts, Craft Week-Create
 Your Own Alien, MCPL DIY-Paper Beads, Colossal Fossils Presents-The Mammoth
 Hunter; Edgar: Weeks and Weeks of SLP Crafts, Colossal Fossils Presents-The Mammoth
 Hunter; Marathon City: Create Your Own Sun Catcher, Read with a Friend Day, LEGO

Block Party, Craft Week-Create a Rocket Ship; Stratford: Craft Week-Create a Flying Saucer, Star Search

- July 24- Athens: Needle Arts, MCPL DIY-Paper Beads, Craft Week-Create a Rocket Ship. Kindness Rocks!, Eat Your Veggies Story Time, Fruit and Vegetable Printing; Edgar: Weeks and Weeks of SLP Crafts, Astronaut Training; Marathon City: Craft Week-Create a Rocket Ship, LEGO Block Party, Shine Like the Sun Story Time, A Universe of Stories-Writing Your Own Story; Stratford: Craft Week-Create an Alien, Understanding Alzheimer's and Dementia
- July 31- Athens: Kindness Rocks!, Eat Your Veggies Story Time, Fruit and Vegetable Printing, Book Club-"Washington Black," Needle Arts; Edgar: Weeks and Weeks of SLP Crafts!, Book Club-"Send Down the Rain," Astronaut Training; Marathon City: Craft Week-Make Your Own Rocket Ship, LEGO Block Party, Book Club-"The Astronaut Wives Club," Shine Like the Sun Story Time, A Universe of Stories-Writing Your Own Story, Craft Week-Torn Paper Planets; Stratford: Nonfiction @ Night Book Club-"Educated," Book Club-"Small Great Things," Craft Week-Create Your Own Alien

Senior Review

- July 2019- What's Happening Calendar- Wausau: Fiber Arts
This Month At Your Local Library- Edgar: Understanding Alzheimer's and Dementia; Mosinee: Understanding and Responding to Dementia-Related Behavior; Rothschild: Understanding Alzheimer's and Dementia

Wausau Pilot & Review

- July 1- Marathon County Public Library Book Clubs: July – Wausau: Women's Night Out-"The Truth as Told by Mason Buttle;" Athens: "The River;" Edgar: "Hatchet;" Hatley: "We Were the Mulvaney's;" Marathon City: "The Things They Carried;" Mosinee: "The Breakdown;" Rothschild: "Before We Were Yours;" Stratford: "Beneath a Scarlet Sky;" Nonfiction @ Night-"Hidden Figures"
<https://wausaupilotandreview.com/2019/07/01/marathon-county-public-library-book-clubs-july>
- July 6- Marathon County Public Library events – Week of July 7- Wausau: Toddler Dance Party, Miller & Mike, PAWS to Read, Chalk Art; Athens: Tom Pease, Slime Lab; Edgar: Weeks and Weeks of SLP Crafts!;; Hatley: Miller & Mike, MCPL DIY-CD Etching; Marathon City: Kids Needle Arts-Hacky Sacks, LEGO Block Party; Mosinee: Starry Watercolor Mini Paintings; Rothschild: "I Survived" Mini Camp, PAWS to Read, Understanding Alzheimer's and Dementia, Jim Lenz's Comedy Science Show, LEGO Block Party; Stratford: Kindness Rocks; Stratford: Miller & Mike
<https://wausaupilotandreview.com/2019/07/06/marathon-county-public-library-events-week-of-july-7>
- July 13- Marathon County Public Library activities- Wausau: Unidentified Flying Objects in Wisconsin, Rockin' Around the Universe with Randy Peterson, PAWS to Read, Apollo 11 Lunar Landing Celebration; Athens: Craft Week-Create an Alien, Groovy Space Story Time, Natural Dyeing for Beginners; Edgar: Weeks and Weeks of SLP Crafts, Understanding Alzheimer's and Dementia; Hatley: Planetary Pasta Rovers; Marathon City: Craft Week-Create a Flying Saucer, Rockin' Around the Universe with Randy

Peterson, LEGO Block Party; Mosinee: Fire Safety Story Time; Rothschild: PAWS to Read, Miller & Mike, Constellation Banner; Spencer: Craft Week-Create a Rocket Ship; Stratford: Craft Week-Create a Flying Saucer

<https://wausaupilotandreview.com/2019/07/13/marathon-county-public-library-activities-week-of-july-14>

- July 20- Marathon County Public Library programs- Wausau: Toddler Dance Party, Colossal Fossils Presents-The Mammoth Hunter, Planetary Pasta Rovers, PAWS to Read; Athens: Colossal Fossils Presents-The Mammoth Hunter, MCPL DIY- Paper Beads; Edgar: Weeks and Weeks of SLP Crafts; Hatley: Outer Space Craft Week, LEGO Block Party; Marathon City: Read with a Friend Day, Create Your Own Sun Catcher, LEGO Block Party; Rothschild: Craft Week-Create Your Own Alien, PAWS to Read, Family Game Day; Spencer: Craft Week-Create Your Own Flying Saucer; Stratford: Star Search
<https://wausaupilotandreview.com/2019/07/20/marathon-county-public-library-programs-week-of-july-21>
- July 27- Marathon County Public Library events- Wausau: Escape from the Deathday Dungeon-A Harry Potter Escape Room Experience, Friends of MCPL Book Sale; Athens: Make Your Own Rocket Ship, Kindness Rocks!; Edgar: Weeks and Weeks of SLP Crafts!; Hatley: Library Learning-Introduction to Pinterest, Outside the Lines-A Family Coloring Party; Marathon City: Craft Week-Make Your Own Rocket Ship, LEGO Block Party; Mosinee: Ollivander's Wand Shop; Rothschild: PAWS to Read; Spencer: Craft Week-Torn Paper Planets
<https://wausaupilotandreview.com/2019/07/27/marathon-county-public-library-events-week-of-july-28>
- July 30- Marathon County Public Library Book Clubs: August- Wausau: Women's Night Out-"The Nest;" Athens: "Washington Black;" Edgar: "Send Down the Rain;" Hatley: "I'll Be Gone in the Dark;" Marathon City Book Club- "The Astronaut Wives Club;" Mosinee: "The Orphan's Tale;" Rothschild: "Emma;" Stratford: "Small Great Things," Nonfiction @ Night-"Educated"
<https://wausaupilotandreview.com/2019/07/30/marathon-county-public-library-book-clubs-august>

Wausau Times/Buyers Guide

- July 2- Steppin' Out- Edgar: Weeks and Weeks of SLP Crafts; Mosinee: Craft Week-Make Your Own Rocket Ship; Rothschild: Craft Week-Make Your Own Rocket Ship; Spencer: Craft Week-Create an Alien, Milk-From Farm to Table; Stratford: Craft Week-Make Your Own Rocket Ship
- July 16- Steppin' Out- Wausau: Rockin' Around the Universe with Randy Peterson, Toddler Dance Party; Athens: Groovy Space Story Time, Natural Dyeing for Beginners; Edgar: Weeks and Weeks of SLP Crafts; Hatley: Planetary Pasta Rovers, Rockin' Around the Universe with Randy Peterson, Outer Space Craft Week, LEGO Block Party; Marathon City: Rockin' Around the Universe with Randy Peterson, Read with a Friend Day; Mosinee: Fire Safety Story Time; Rothschild: PAWS to Read, Craft Week-Create Your Own Alien; Spencer: Craft Week-Create a Flying Saucer

- Adult

	2019 Annual Budget	Monthly Allotment	Free Balance	Spent as of Aug. 1, 2019	% Spent
Adult Audiobooks	\$12,500.00	\$1,136.00	\$5,318.94	\$7,181.06	57.45%
Adult Music CD	\$7,500.00	\$682.00	\$3,515.12	\$3,984.88	53.13%
Adult DVD	\$31,500.00	\$2,864.00	\$13,987.94	\$17,512.06	55.59%
Adult Video Games	\$1,250.00	\$113.00	\$416.46	\$833.54	66.68%
Adult AV Subtotal	\$52,750.00		\$23,238.46	\$29,511.54	55.95%
Adult Paperbacks	\$1,875.00	\$170.00	\$939.82	\$935.18	49.88%
Adult Paperbacks S.O.	\$3,625.00	NA	\$2,660.00	\$965.00	26.62%
Adult Fiction	\$46,000.00	\$4,182.00	\$14,050.20	\$31,949.80	69.46%
Adult LT Fiction	\$7,200.00	\$655.00	\$4,175.94	\$3,024.06	42.00%
Adult LT S.O.	\$15,300.00	NA	\$4,041.86	\$11,258.14	73.58%
Adult Non-fiction	\$63,500.00	\$5,773.00	\$23,958.83	\$39,541.17	62.27%
Adult Non-fiction S.O.	\$4,000.00	NA	\$3,322.15	\$677.85	16.95%
Adult Biographies	\$10,000.00	\$909.00	\$3,648.25	\$6,351.75	63.52%
Adult Spanish	\$750.00	\$68.00	\$553.34	\$196.66	26.22%
Adult Hmong	\$750.00	\$68.00	\$620.10	\$129.90	17.32%
Adult Print Subtotal	\$153,000.00		\$57,970.49	\$95,029.51	62.11%
Adult Services TOTAL	\$205,750.00		\$81,208.95	\$124,541.05	60.53%

WVLS Grant Adult Book 2019	\$5,500.00	NA	\$2,713.85	\$2,786.15	50.66%
WVLS Grant Adult AV 2019	\$2,000.00	NA	\$1,972.52	\$27.48	1.37%

Monthly Business Report – August, 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 July, 2019. The CIP report now represents the full amount of both the 2018 CIP balance and the balance of the unspent 2018 budget.

I have also included for reference the report listing budget and budget obligations for the accounts under the control of the Board of Trustees that are managed by the Facilities Department. This, as has been previously reported, now only includes an operational amount where until this year it included payroll values as well.

Library Administration has continued a project where it is their intention to clear as much as possible from the third floor storage areas, reorganize supply rooms for efficiency, and continue the task of making the building more energy efficient. To this end, a weekly half day has been added to move unneeded items off of the third floor. 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. Work is expected to be completed before the end of the first week of August, 2019.

Library Administration has submitted to South Central Library System a listing of costs associated with WVLS membership in order to facilitate one piece a system comparison discussion. The text of the submittal is as follows:

Good morning all,

Here is a listing of the monies we now pay to WVLS along with some notes.

1. V-CAT Maintenance – \$72,439.00 - This is our portion of the cost for our ILS. It includes hosting, licensing, and ILS management.
2. V-Cat Supplies - \$1,419.00 – No definition of value immediately available.
3. County Services Fee - \$18,726.00 – Cost of membership in WVLS
4. Technology Enterprise - \$7,800.00 – Network, helpdesk, e-mail. We use neither the helpdesk or email benefits.

Notes:

WVLS provides out of these fees deliveries to each of the 8 branches 3 days a week, and five day service to Wausau.

We receive \$42,153.00 in rent income from WVLS annually.

This leaves us with a net cost of \$58,231.00 annually as of end-of-year 2018.

There are a few pass through transfers of money such as their copier costs and the \$24,250.00 we pay through them for our WPLC Overdrive costs.

July 2019 Support Services Monthly Report

Circulation Team

- Passports News:
 - 22 Adult Passport Books
 - 14 Minor Passport Books
 - 3 Adult Passport Cards
 - 2 Minor Passport Cards
 - 5 Book and Card

The MCPL Passport team accepted a total of 38 passport applications at \$35.00 ea. and 44 photos were taken at \$10.00 each for a total of \$1,770.00 collected. We also assisted with 7 renewal applications. Future fall passport events have been scheduled for Mosinee and Stratford branches.

- Inventory is progressing, Jeff P and Laura D, have been working on inventory. Deb F and Pam S have been working on projects for the Collection Development staff on Sunday mornings.

Support Services Team

- 7/2/19: Mary attended the Transition Team meeting.
- 7/10: Chris and Pat covered the Main Desk during their Team meeting.
- 7/11: Mary attended Leads meeting with Matt.
- 7/24: Chris joined the Transition Team and attended the meeting.
- Chris and Pat competed updating the oversize music cd collection: checking for correct location code, adding oversize sticker if necessary, and printing new labels.
- Michelle, Chris, and Pat processed and cataloged new Traveling Tales kits.
- Ongoing projects:
 - Clean juvenile DVD collection: ALICE
 - Relabel juvenile biographies: BLY
 - Relabel adult fiction: MCCUT/second time: CLARK
 - Inventory

Page Team

7/5/19 Hayli resigned from her position
7/16: HR approved posting on the page's positions
7/16: Trained Deb for her Rothschild position
7/16: Resume shifting on adult non-fiction
7/16: Weeding on YA fiction from N-Z finished
7/24: Attended transition team meeting
7/30: Champion meeting cancelled until August
7/31: Weeding on YA fiction from H-N finished

Branch Libraries Report

July 2019

Athens Monthly Report

Events and Programs

- Family Story Time: Family Story Time met for 5 sessions with 106 children and 22 adults in attendance.
- Play and Learn: Play and Learn met for 5 sessions with 19 adults and 56 children in attendance.
- Book Club: July book club featured the book *The River* by Peter Heller with 6 adults participating. In August, the club will discuss *Washington Black* by Esi Edugyan.
- Fiber Arts Club: Our Fiber Arts group met 5 times with a total of 24 adults attending.
- Slime Lab: 47 children and 11 adults participated in our Slime Lab on July 10th.
- Tom Pease: Tom Pease visited the Athens branch on July 10th and performed in our Community Hall. 8 adults, and 32 children attended this performance.
- Groovy Space Story Time: Athens celebrated our SLP theme with a Groovy Space story time. We had 25 children and 8 adults attended this program.
- Create Your Own Alien: 28 children and 8 adults participated in our third SLP craft during the week of July 12th- 16th.
- Natural Dyeing: Adults learned the basics of dyeing different fabric using natural dye at the Athens Branch on July 18th. 6 adults participated in this event.
- Colossal Fossil: Sean the Mammoth Hunter visited the Athens Branch and talked about life in the Ice Age in our Community Hall on July 24th. 9 adults, and 22 children attended this performance.
- Make Your Own Rocket Ship: Kids were invited to make their own rocket ship for our 4th SLP craft. 12 children and 2 adults participated in this event.

Library and Community News

- *Note for next summer – during the week of July 22nd- 26th Athens has vacation bible school we noticed attendance was low at certain events due to this.
- Jen Triolo attended the Branch Coordinator meeting at the Wausau Headquarters on Friday July 18th.

Circulation Statistics

- Athens circulated 1,793 items in July 2019. This is a 31.07 % increase from July 2018. In 2019 year-to-date, Athens has circulated 11,559 items. This is a 3.36% decrease from 2018.

Facilities Update

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

Edgar Monthly Report

Events and Programs

- Play & Learn: The Family Resource Center held Play & Learn 3 times this month with a total of 4 adults and 14 children.
- Tom Pease and Colossal Fossils
- Book Club: In July the book club met and discussed the book “Hatchet” by Gary Paulsen. There were 6 adults present. The book club will discuss the book “Send Down the Rain” by Charles Martin in August.
- School Visits: There are 4 summer school classes that visit the library weekly in the summer. There were 12 class that I read a story to and do a presentation for with 15 adults and 144 students.
- Daycare outreach: Alyssa visited the Edgar Daycare and did a story time for them. She visited 2 times with a total of 4 adults and 14 children present.
- Passive Program:
 - a. The Edgar Branch did a July Reading Challenge for adults with 2 adults completing challenge.
 - b. There is a new craft project each. There were 5 project this month with a total of 99 projects completed.

Circulation Statistics

- The circulation statistics for the month of July were 2,311 items checked out, this is a 8.86% increase for the same month last year and a 11.94 % increase from 2018.

Library News

- A book display was setup for the Reading Challenge to encourage patrons to read a book that is fantasy or science fiction.
- Edgar had two performers for the Summer Library Program.

Facilities Updates

- Nothing to report for July.

Hatley Monthly Report

Events and Programs

- Family Story Time: Themes of “Superheroes,” “Stars,” “Outer Space,” “Aliens,” and “Shark Week,” brought in 23 adults and 39 children.
 - a. Special “Celebrate the USA” story time had 3 adults and 5 kids come and listen to books, sing songs, and create a Fourth of July based craft.
- Book Club: *We Were the Mulvaney*s. 11 adults got together to discuss this book.
- Play & Learn had 3 sessions and brought in 16 adults and 27 children.
- Hobbies/Crafts Night had a 15 adults and 0 children doing various crafts/hobbies (stamping, card making, knitting, quilting...)
- Outside the lines: Coloring Party had 2 adults, 4 children, and 1 teen participate.
- Lego Block Party had 2 children stop in and create things with various Legos.
- Bulletin Board
 - a. The summer bulletin board is “Reading Is A Blast” where children are putting up their stars and plants for when they return their first review or Twinkle Twinkle Little Star Sheets. So far 56 participants have returned at least one review/twinkle twinkle little star sheet.
- Aroma Therapy & Essential Oils Group had 3 adults stop in to talk to about essential oils and aromatherapy. The theme of this talk was arthritis rubs/creams and carrier oils.
- Outer Space craft week had 8 adults, and 27 children stop throughout the week and create Alien Space Ships and Paper Rockets.
- Miller and Mike, our second of three SLP performers had 13 adults, 25 children, and 5 young adults come and have fun and laugh at the comedy/clown act.
- Our DIY: CD Etching brought in 2 adults and 4 children to create their own unique designs by scratching off the black paint on CDs.
- Planetary Pasta Rovers had 2 adults, 2 children, and 1 teen stop in try their hand at creating their own Rover using dried pasta.
- Rockin’ Round the Universe with Randy Peterson, our third and final SLP performer, brought in the fewest participants with 7 adults, 8 children, and 2 teens. Randy Peterson was very enjoyable and his songs were fun and catchy.
- Intro to Pinterest had 3 adults come to learn about Pinterest. 2 had already been using Pinterest but wanted more in-depth help and one started from scratch with creating an email first.
- Tech Time Drop-In had 3 adults stop in for help with Libby.

Upcoming Programs

- Special Story Times – None
- Children – Family Story Time, Play & Learn, Lego Block Party, Outerspace Craft Week
- Adult – Book Club, Medicare Basics
- Tween/Teen – DIY Galaxy Jars and Slime

- All Ages – Outside the Lines, Hobbies/Crafts Night, Tech Drop In Help, Aroma Therapy and Essential Oils Group, Newspaper Structures, Create A Paper Airplane.
- Passive: Putting up a star or planet for each review turned in on the “Reading is a Blast” bulletin board.

Circulation Statistics

- Hatley circulated 3,131 items for the month. This is a 13.44% increase for the month. Year to date is 17,728 items. This is a 8.76% increase from last year.

Library News

- Robin Wesenick helped cover shifts in Marathon City
- Shahara helped cover a shift here for us.
- Power was lost during the bad storms on that Saturday.
- Heather attended the Branch Coordinator Meeting
- Staff will be implementing the new starting time starting in August.
- Staff is busy preparing for upcoming programs and looking at programs from next years budget.

Facilities Updates

- Village is in the process of looking at bids for the new furnace. AC seems to be working effectively.

Marathon Branch Monthly Report

Events and Programs

- Family Story Time: In July, Marathon held three regular family story time events with a total of 26 children and 15 adults attending. Family Story Time is held year round on Thursdays at 10:30 am.
- Book Club: The participants read the novel, *The Things They Carried* by Tim O’Brien and 8 people joined in for discussion. In August, we will meet to discuss *The Astronaut Wives Club* by Lily Koppel. 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. Two people stopped in. On July 10 from 2 – 5 pm we hosted a special needle arts night where Elizabeth focused on making Hacky Sacks. Many folks were interested in this event and 8 adults and 21 children joined in.
- During the summer, our weekly Lego Block Party is held on Friday afternoons from 1:00 – 3:00 pm. During the 4 Fridays in July, 3 adults and 20 children dropped by.
- We have had another busy month here in Marathon! Our SLP reading club participants are reading “out of this world.” Also, on July 15 our last performer for SLP, Randy Peterson, entertained the crowd with his space-themed “Rockin’ Round the Universe” show at the Marathon High School auditorium. Twenty adults and 100 children enjoyed

his performance. During the week of July 15 – 20, we held another drop in craft activity. Children of all ages were able to drop in anytime during open hours to create their own alien flying saucer. Fifteen adults and 55 children participated in the event. On July 24, 4 adults, 30 children and 3 teens dropped in to create their own Sun Catchers out of old CD's and jewels.

- Upcoming Events and Programs: Story Time, Book Club and Needle Arts and Lego Block Party will continue as usual. During the week of July 29 – August 3, we will hold our third SLP craft week. Stop in anytime to create your own Rocket Ship. On August 5, from 3:00 – 4:30 we are holding a Write Your Own Story event. Join us to get an idea about what it takes to write an autobiography or memoir. We'll watch an interview with a famous author in the genre, discuss writing techniques and work on our own stories. Attendees should bring a memory or event in their lives to write about. On August 8 we will hold a special "Shine Like the Sun" Story Time. We will read stories, sing songs and learn the importance of the sun by completing a fun and easy science experiment. During the week of August 12 – 17, we will hold our last SLP craft week. Kids can craft colorful planets out of torn paper anytime during open hours.

Circulation Statistics

- Marathon circulated 4,127 items during the month of July. This is a 12.27% increase from this time last year. So far in 2019, Marathon has circulated 24,366 items. This is a 4.65% increase over last year.

Library News

- Lisa attended the coordinator's meeting on July 19.
- Rounding with Ralph was held on July 25.
- Elizabeth will attend the Youth Services Development Institute in Lake Geneva August 25 – 28.

Facilities Updates

- Village maintenance replaced lightbulbs in the women's bathroom and other needed areas in the library.

Mosinee Monthly Report

Events and Programs

- Story Time: Although Family Story Time takes a summer break, Ashley led a special fire safety story time in conjunction with Play and Learn on the 17th. Seventeen adults and 23 kids had a great time learning about fire safety. The Mosinee Fire Chief had planned on joining us but was called out on an emergency and was unable to attend at the last minute.
- Play and Learn: The Family Resource Center presented 5 sessions that brought in a total of 38 adults and 61 kids.

- Book Club: 10 patrons met on the 15th to discuss *The Breakdown* by B.A. Paris. Everyone really enjoyed it and are looking forward to reading more novels by this author. Next month's book will be *The Orphan's Tale* by Pam Jenoff.
- Recurring Programs: Lego Block Party brought in a great crowd on the 2nd: 12 adults and 24 kids.
- We started off the month with an opportunity for kids and teens to experience what it's like being a space rover and mission control, with an obstacle course set up. One adult and 3 kids had a great time traveling through two different courses.
- The first week of the month kids could also do a rocket ship craft. Twenty-seven adults and 43 children joined us for that.
- To get into the spirit of the 4th, 9 adults and 17 young kids created firework paintings.
- On the 8th two adults and 2 children created mini watercolor paintings with paint, stickers, and salt.
- On the 9th six adults joined us for a presentation by JoAnn Janikowski, Outreach Specialist with the Alzheimer's Association, about dementia specific behaviors and how best to respond to them.
- In honor of Harry Potter's birthday on July 31st, we again hosted Ollivander's Wand Shop. Ten adults, 23 kids, and 4 teens got creative to make wands and do Harry Potter related activities like games and coloring sheets. Thank you to all the branches and staff that lent us glue guns!
- Passive Programs: In honor of Harry Potter's birthday and our Ollivander's Wand Shop program 55 kids told us their favorite Harry Potter character or book from the series. We also had Summer Reading Program themed paint sheets at our children's table while supplies lasted. Ten adults, 30 kids, and 2 teens had fun painting.
- Upcoming Programs: Lego Block Party, Book Club, and Play and Learn will continue as usual. On the 8th we'll host an animal sleepover with a special story time, an overnight stay for the children's stuffed animals, and an animal pick up the next day. We'll host a different passive craft program each week of the month, which includes the following crafts: constellation art, flying saucers, aliens, and cupcakes. We'll also celebrate Aviation day on the 19th, make galaxies in a bottle on the 20th, and host a Medicare class on the 27th in association with the Aging and Disability Resource Center.

Circulation Statistics

- Mosinee circulated 4,115 items in July 2019. This is a 9.04% decrease. Mosinee has circulated 26,203 items in 2019. This is a 0.25% increase.

Library News

- Displays: We displayed romance books for a "these romances are full of fireworks" display, colorful book covers for a "read the rainbow" display, and shark books for a "read a book, doo doo, doo doo doo" display honoring Shark Week in late July.
- Rounding with Ralph Illick was on the 29th. We appreciated his visit!
- Sarah attended the Branch Coordinator meeting on the 19th.
- Sarah covered in Stratford on the 10th and Rothschild on the 25th.

- Four exams were proctored throughout the month.

Facilities Updates

- Tom stopped by on the 1st to investigate getting the phone in our elevator connected to Charter.

Rothschild Monthly Report

Events and Programs

- Family Story Time: In July, we held 5 regular family story times with 57 adults and 80 children attending. Jenna, the Fairest of the Fair, joined us at our July 9th story time to read stories and tell the kids about the Wisconsin Valley Fair.
- Book Club: In July, 13 book club members met to discuss *Before We Were Yours* by Lisa Wingate. In August, the club will discuss the classic novel *Emma* by Jane Austen.
- Summer Programs for Kids: Our SLP craft weeks continue to be popular! 65 people made rocket ships and 95 people created aliens. We also held 5 PAWS to Read sessions with 26 adults and 46 children reading to the visiting therapy dogs. Science Guy Jim Lenz presented 2 shows for 171 people, and Miller and Mike entertained 189 people at 2 shows. They were both huge hits! We also had 15 children and 8 adults participate in a program based on the popular *I Survived* book series, and 4 teens created constellation themed banners. So far, 138 people have signed up for the summer reading program, and 312 sheets have been returned.
- Summer Programs for Adults: 9 people attended an educational program about Alzheimer's and dementia.
- Upcoming Programs: In August, our summer programming will wind down. Our normal programming will continue as usual, and we have an adult educational program called Better Brain Health planned for August 7th, as well as a DIY Galaxy Charm craft program planned for kids on August 9th.

Circulation Statistics

- Rothschild circulated 12,127 items in July. This is 2.56% increase from last year. In 2019, Rothschild circulated 72,832 items. This is a 2.54% decrease from last year.

Library News

- Shirley's last day was July 11th. We will miss her and wish her the best of luck in her new city!
- Deborah Alsteen started as the new Rothschild Branch Assistant on July 14th. She completed one week of training in Wausau, followed by a week of shadowing in Rothschild. We are happy to have her on the team!
- Laura attended and led the Branch Coordinator Meeting on July 19th.
- Ben D. visited the library to work on technology issues.

Facilities Updates

- The Village replaced the bathroom paper towel dispenser and the front door knob this month.

Spencer Monthly Report

Events and Programs

- On July 2nd, Samantha Solin, Executive Coordinator of Partnership for Progressive Agriculture presented "Milk From Farm to Table". Samantha discussed the health benefits of having dairy in your diet. 14 adults attended this program.
- Rookie Rockets Story Time was held five times in the month of July with a total of 101.
- Play N Learn was held two times in the month of July with a total of 20 attending.
- Create Your Own Alien Craft was held the first two weeks of July. 91 children had fun making this craft.
- Rocket Ship Craft was held the week of July 15th with a total of 58 making their own rocket ship.
- Alien Flying Saucer Craft week was held the week of July 22nd with a total of 32 children participating.
- Torn Paper Planets Craft was the week of July 29th with a total of 31 participants.
- Two passive programs were in July. Coloring pages and Dot to Dot Constellation were set out for children to work on. 27 children had fun with their projects.
- Library Lego Tower is part of our Summer Reading Program. For every item checked out (up to 15) you get a Lego to add to the tower. In the month of July, 68 children added to the tower.

Circulation Statistics

- Spencer circulated 2,114 items in the month of July. This is an increase of 10.74%. Spencer has circulated 13,322 items in 2019. This is an increase of 1.09%.

Library News

- Audrey attended the Branch Coordinators meeting on July 19th at the Wausau Library.
- Audrey and Wendy rearranged the table, chairs and Lego Table in the Children's Department to make more room.

Facilities Updates

- Nothing to report

Stratford Monthly Report

Events and Programs

- The Summer Library Program continues to roll along successfully. The library has been very busy with patrons, and we have more than 100 adults, children, and teens participating in the reading program. We are almost out of book prizes! The program was very well received!
- The second SLP craft, *Make a Rocket Ship*, attracted 34 participants the week of July 1-8.
- *Kindness Rocks!* brought in 5 adults and 20 children to paint their own rocks with inspirational words, phrases, and images.
- *Miller & Mike* visited our library on July 10 and put on a very fun show - they really got the audience laughing! Thirteen adults and 28 children/pre-teens attended.
- The third SLP craft, *Flying Saucers*, brought in 35 children and 18 adult participants the week of July 15-19.
- Sixteen patrons attended *Star Search* July 23 to hear ancient stories about constellations, make a constellation scope, enjoy constellation crafts, and create their own constellation and story.
- Our Nonfiction@Night Book Club met July 10. Two patrons attended to discuss *Hidden Figures* by Margot Lee Shetterly.
- Our afternoon Book Club met July 15 to discuss *Beneath a Scarlet Sky* by Mark Sullivan; 10 people attended.
- Story Time and Play & Learn met five times in July, with a total of 44 adults and 84 children attending. Our themes for stories, activities, and crafts included the Fourth of July, Bears, Zoos, and Parks. We also had a special guest on July 31: The Junior Fairest of the Fair visited to read a book about fairs and do a special craft with the children.

Circulation Statistics

- Stratford circulated 2,967 items in July. This is a 20.17% increase from last year. In 2019, Stratford circulated 14,621 items. This is a .98% increase from last year.

Library News

- We set up a *Toes in the Sand, Book in My Hand* book display, featuring summer beach reads.
- We created a book display for all ages explaining the history of the Fourth of July.
- We created a *Shark Week* display that included *Shark Week* DVDs and books for all ages on sharks.
- We completed a Check Condition list for the juvenile fiction shelves.
- We completed a paperback weeding list to make more room on our spinners.
- The Village Board stopped by on July 16 to tour our library.
- MJ attended the Branch Coordinator Meeting on July 19.
- Sara Moscatello was kind enough to sub here for Eileen July 10 when we had three programs scheduled for that day. Meanwhile, Ashley Colstad worked alone at their

branch so I could have the extra help here on my big day. We were able to have a great day out here thanks to their team spirit and generosity.

- Eileen kindly filled in for me when I took a week of vacation July 29-Aug. 2.

Facilities Updates

- Cleaning service stopped for a few weeks due to an employee illness, but the village has been able to find a temporary replacement.

Director's Activities:

- 7-15-19 UW-Ext and Design Nine Consultant Meeting re: Broadband
- 7-15-19 Marathon County Public Library Board of Trustees Meeting
- 7-16-19 Early Years Coalition Steering Committee Meeting
- 7-18-19 Meeting with Corp Counsel
- 7-19-19 County Department Heads Meeting
- 7-25-19 Rounding at Marathon City Branch
- 7-26-19 Friends of the Marathon County Public Library Board Meeting
- 7-29-19 Rounding at Mosinee Branch
- 8-2-19 SRLAAW/Wausau Community Room
- 8-7-19 Monthly agenda meeting with Library Board President
- 8-13-19 Telephone conference with South Central Library System
- 8-19-19 Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

- 8-19-19 Marathon County Public Library Board of Trustees Meeting
- 8-20-19 Early Years Coalition Steering Committee Meeting
- 8-23-19 County Department Heads Meeting
- TBD Policy reviews w/Leah and Matt
- TBD Monthly agenda meeting with Library Board President
- 9-6-19 County Meeting Addressing Inclusivity Recommendations
- 9-12-19 Marathon County Public Library Foundation Meeting
- 9-13-19 County Department Heads Meeting
- 9-16-19 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:

WLA (Wisconsin Library Association) Annual Conference is October 8-11, 2019 @ Kalahari Convention Center, Wisconsin Dells

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 7 ending July 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 8118 LIBRARY-BRANCH DEVELOPME	219,974.00					219,974.00	
Act 8400 MAIN LIBRARY CUST SERVIC	687,939.00	23,212.00		23,212.00	23,212.00	664,727.00	3.4
Act 8402 LIBRARY-MARKETING EQUIPM	848.00					848.00	

APR 777A LIBRARY CIP PROJECT	908,761.00	23,212.00		23,212.00	23,212.00	885,549.00	2.6

Or2 934 CIP PROJECTS	908,761.00	23,212.00		23,212.00	23,212.00	885,549.00	2.6

Sub 604 LIBRARY CIP PROJECTS	908,761.00	23,212.00		23,212.00	23,212.00	885,549.00	2.6

Report Final Totals	908,761.00	23,212.00		23,212.00	23,212.00	885,549.00	2.6
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Section 7 Inclement Weather:

A. County buildings, offices, and departments will generally not close due to inclement weather or an unforeseen circumstance impacting county operations. Departments must maintain the minimum staff required to provide essential services to the public. Inter-departmental cooperation and other creative solutions (e.g. telework) are encouraged to meet our public service obligations while being mindful of employee safety.

B. Employees are expected to report to work at their regularly scheduled time regardless of prevailing weather conditions. However, we are concerned for the safety of all employees; if an employee feels that they cannot safely make it to work due to inclement weather they should immediately contact and advise their supervisor of the situation. If the employee is unable to contact the supervisor, the employee shall contact the department designee or on-duty supervisor. Supervisors are expected to plan for minimum staffing needs in advance of anticipated inclement weather.

C. With the exception of approved telework, employees not reporting to work or employees who are permitted to leave work early will not receive paid work time but may use accrued PTO, vacation, PAL, Kelly day, floating holiday, compensatory time, or flex their work schedule with supervisor approval. Employees who have a total of 40 hours or less of eligible paid leave may request approval from their department head to use unpaid leave. Sick leave may not be used. Employees must obtain approval from their supervisors before leaving the work site.