



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

of a meeting of the Marathon County Public Library Board of Trustees,
Monday, October 21, 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. (20 minutes) Corporation Counsel Review of Library Agreements – For Discussion and Possible Action
8. (30 minutes) South Central Library Systems Presentation About Their Services Model and Standards – For Discussion and Possible Action
9. (10 minutes) Branch Library Services Hours Proposal – For Discussion and Possible Action
10. (10 minutes) 2020 Budget – For Discussion and Possible Action
11. (10 minutes) WVLS Service Agreement – For Discussion and Possible Action
12. Announcements
13. Request for Future Agenda Items
14. Next Meeting Dates
 - Monday 11/18/2019
 - Monday 12/16/2019
 - Monday 01/20/2020
 - Monday 02/17/2020
15. 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: October 15, 2019 _____
FAXED TIME: 9:55 a.m. _____

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, September 16, 2019. Library Headquarters, Wausau Community Room.

Present: Gary Beastrom, Katie Rosenberg, Sarah Thurs, Scott Winch, Ralph Illick

Excused: Sharon Hunter, MaiGer Moua, Kari Sweeney

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, Marla Sepnafski, Erica Brewster, Dominic Frandrup, Sonja Ackerman, Kyle Schulz, Anne Hamland, Rachel Metzler, Susie Hafemeister, Jamie Matczak

The meeting was called to order at 12:01 by Scott Winch.
Scott Winch welcomed visitors to the meeting.

A motion was made by Sarah Thurs to approve the Board of Trustee minutes from the August 19, 2019 meeting. Seconded by Katie Rosenberg. Motion carried.

A motion was made by Katie Rosenberg to approve the Bills & Services report for August 2019. Seconded by Gary Beastrom. Motion carried.

Public Comments

Marla, Erica and Dominic expressed concern about how Marathon County Public Library's departure would affect Wisconsin Valley Library Service and the remaining libraries.

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 – Information handed out at the meeting.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

Update on Corporation Counsel Discussion

Corporation Counsel was originally scheduled to talk about the facilities budget lines, but because three board members are unable to attend this month he will join us at the October meeting.

South Central Library Systems Update

The Director of South Central Library System will join us at the October meeting as well. We thought it was important to have all board members here.

L.E.N.A Update

We are going strong. This will be our fifth round of L.E.N.A sessions. We now have six cohorts scheduled for the fall. We have received a \$25,000 donation specifically to be used for youth programming. This will help greatly being one of three libraries in the nation doing L.E.N.A. It is not easy; it requires a great deal of collaborative effort with a lot of partners.

Branch Hours Update

There was a tweak to a couple of the branch hours, the new information was sent out to all board members. In October at a full board meeting, we will ask all members for a vote.

Staff Day Reminder

We are all set for staff day on Friday, September 20. All board members are invited to attend.

Hatley Branch Library Municipality Request

The Village of Hatley has a situation. They have come upon some extra expenses in the building which houses the library. By our agreement we are not required to pay, but they would like us to split the cost for HVAC and parking lot maintenance. Half of the expense would be approximately \$6,000.

A Motion was made by Katie Rosenberg to approve the expenditure of roughly \$6,000. Seconded by Sarah Thurs. Motion carried.

Roof Update

It's been raining and we have fresh leaks. At the last Finance Committee Meeting in September, it was discussed that there would need to be two projects so we could put a new roof on the library. The first part would be; new flashing, the sides of the building, taking off the third floor wall panels, redoing the wood underneath the panels and putting the panels back on. The first part would be roughly \$750,000. The second part would be the dormer windows along with several other windows in the building. The second part would be roughly \$150,000. The roof will be prepared for construction later summer 2020.

There were additional discussions regarding this agenda item.

Alarm System Update

The alarm system works with keycards. When you enter the building with your keycard it disengages the alarm. We have sensors in the ceilings in specific areas to detect glass breaking. We have fire sensors for fire alarms. There are also panic buttons in several locations. We learned several months ago that the panic alarms have not worked for a year and a half. We contacted the vendor which City County IT uses to fix this issue.

Announcements – None

Request for Future Agenda Items

- Task Force

A Motion was made by Sarah Thurs to adjourn the meeting at 12:56 p.m. Seconded by Gary Beastro. 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 October 21, 2019.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, August 19, 2019. Library Headquarters, Wausau Community Room.

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, Craig Christians

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 Board of Trustee minutes from the July 15, 2019 meeting. Seconded by MaiGer Moua. Motion carried.

Board Member Sweeney attended the WVLS Board meeting and their board requested that we modified our bills and services report for the last three years to show the WVLS collection development enhancement grant.

A motion was made by Kari Sweeney to approve the Bills & Services report for July 2019, along with the recommendation to include WVLS collection development enhancement grant. Seconded by MaiGer Moua. Motion carried.

Public Comments – None

President – No Report

Other Board Members – Board Member Thurs wanted to add a follow-up from last month's meeting regarding the recycling for the 3D printers. The donated plastic from the compost bins was deemed to be not processed enough for 3D printers.

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

- A comment form from an out of town patron was shared with the Board of Trustees.
- The tentative staff day agenda was handed out.

Board Committees – No Report

Friends of the Library – Director Illick reported the Friends held a book sale the first week in August.

MCPL Foundation – Director Illick reported the Foundation will be meeting on September 12.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Information handed out at the meeting. Board Member Sweeney also reported that the strategic plan and budgeting for 2020 was discussed. They also have a concern of MCPL moving to the South Central System.

Corporation Counsel Discussion of County Agreements and Budget Process

Due to a conflict Corporation Counsel is not able to attend this month's meeting. We will invite him to the September Library Board meeting.

County Facilities Department Update on Roofing and Air Quality Tests

Craig Christians gave a brief history. In the summer of 2018, there was a project to replace the EPM roofs on the second and third floors. While opening the two roofs, they found water infiltration coming down the walls of the building. More investigation was needed to determine how and why water was getting in. In March 2019 an RFP was done for engineering and testing. A company was hired to do water infiltration testing on the building. The main problems were the dormers on the third floor, windows and doors on the first on second floors, and flashing behind and below third floor walls.

There has been a concern about mold in the building. North Star Environment did testing in seven locations throughout the building in March 2019. According to the report, typically the threshold level for appropriate indoor air quality is between 1,000 – 1,500 sp/m³. There was one area at 600 on the third floor, but the rest came back at 100 or less. The Facilities Department will submit a request to the Human Resources and Finance Committee for special financing of needed repairs.

Branch Libraries Staffing and Hours Discussion of Survey Results

We have put a lot of energy into this. The big challenges at branches were two things, one was the hours were set in the 1970's and the other would be safety and security for staff is a must.

Leah handed out a brief overview of the staffing and hours proposal. We would like consistency with hours. If you couldn't make it to a certain branch there would be another one close by, paired branches. The paired branch hours would be opposite hours, either 10:00-4:00 or 1:00-7:00, with the exception of Rothschild. Saturday hours would be available at all locations. Safety and security is a priority, this would give us a chance to have overlapping coverage.

There were additional discussions regarding this agenda item.

Director Illick would like all Board of Trustees to take a month to process everything and make a decision in September.

L.E.N.A Update

This week is the end of the summer session. We will have two cohorts starting here at Wausau the week September 16. We will have cohorts in the Edgar community, Head Start, and at the Achieve Center in Wausau.

Updated County Policy for Inclement Weather

The County is acknowledging who we are and the safety and security of our employees. The library has been doing exactly what the new updates are to the inclement weather policy.

Wi-Fi Changes Update

We have had Wi-Fi turned on all the time at the branch libraries, the only thing we have been noticing is notices from Federal Communication Commission. Someone is downloading copy righted material illegally.

Announcements

We will be talking more on the interior project with Corporation Counsel here. Board Member Moua shared a couple positive experiences she has had at the library.

Request for Future Agenda Items - None

A Motion was made by MaiGer Moua to adjourn the meeting at 1:04 p.m. Seconded by Sarah Thurs. Motion carried.

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

Library Director

Period: 9 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE CHARTER COMMUNICATIONS	1,875.15
	INTERNET SERVICE	1,875.15
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS UNIQUE MANAGEMENT SERVICES	62.65
	CONTRACT SERV-DEBT COLLECTIONS	62.65
101 000000000066592250	TELEPHONE FRONTIER	1,091.50
	TELEPHONE	1,091.50
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY MARSHFIELD PUBLIC LIBRARY	513.81
	LIBRARY FEES-REIMBURSE TO CNTY	513.81
101 000000000066592957	COUNTY E-MAIL SERVICE CITY/COUNTY INFORMATION TECH	8,850.00
	COUNTY E-MAIL SERVICE	8,850.00
101 000000000066592958	COUNTY NETWORK SUPPORT CITY/COUNTY INFORMATION TECH	1,670.00
	COUNTY NETWORK SUPPORT	1,670.00
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES MERRILL CITY TREASURER PERRODIN, DAVID PAUL GREENWOOD PUBLIC LIBRARY MINOCQUA PUBLIC LIBRARY	75.95 400.00 27.00 19.99
	SUNDRY CONTRACTUAL SERVICES	522.94
101 000000000066592994	CONTRACTUAL VAN/COURIER SERV SPRINT DELIVERY SERVICE	401.33
	CONTRACTUAL VAN/COURIER SERV	401.33
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR BAKER & TAYLOR COMPANY	1,188.92
	SUNDRY CONTR SERV-JACKETS LIBR	1,188.92
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR BAKER & TAYLOR COMPANY	521.65
	SUNDRY CONTR SERV-PROC AV LIBR	521.65

Period: 9 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593130	PRINTING/DUPLICATION	
	ROTOGRAPHIC PRINTING INC	96.00
	MARCO	939.07
	PRINTING/DUPLICATION	1,035.07
101 000000000066593161	BOOKS LIBRARY	
	BAKER & TAYLOR COMPANY	14,673.54
	GREY HOUSE PUBLISHING INC	149.60
	REGENT BOOK CO INC	46.05
	CAVENDISH SQUARE	646.66
	INFOGROUP	415.00
	AMAZON CAPITAL SERVICES	1,867.39
	BOOKS LIBRARY	17,798.24
101 000000000066593168	AUDIO-VISUAL MATERIALS	
	BAKER & TAYLOR COMPANY	4,549.53
	FINDAWAY WORLD	99.98
	AMAZON CAPITAL SERVICES	554.52
	MIDWEST TAPE LLC	1,619.24
	AUDIO-VISUAL MATERIALS	6,823.27
101 000000000066593260	ADVERTISING	
	CITY PAGES INC	651.00
	ADVERTISING	651.00
101 000000000066593321	PERSONAL AUTO MILEAGE	
	WINCH, SCOTT	61.20
	PERSONAL AUTO MILEAGE	61.20
101 000000000066593497	LIBRARY OPERATING SUPPLIES	
	PAKOR	286.09
	AMAZON CAPITAL SERVICES	693.93
	LIBRARY OPERATING SUPPLIES	980.02
101 000000000066595320	BUILDING/OFFICES RENT	
	MOSINEE WATER/SEWER	88.34
	WI PUBLIC SERVICE CO	543.60
	VILLAGE OF MARATHON CITY	988.03
	BUILDING/OFFICES RENT	1,619.97
	LIBRARY 665 TOTAL:	45,666.72

Period: 9 2019

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	390.77
DEMCO INC	439.45
HOUSTON, VICTORIA	350.00
LEWIS, CHAD	400.00
WI INSTITUTE FOR PUBL POLICY	500.00
TANK MATES LLC	617.00
FINDAWAY WORLD	1,058.01
AC & SONS PARTY TENT RENTALS	167.50
AMAZON CAPITAL SERVICES	830.62
WAUSAU PILOT & REVIEW	295.24
BEOTIS CREATIVE	2,500.00
CZERWIEC, HEIDI KRISTINE	350.00
THOMPSON, CRAIG	1,500.00
MCMANUS, MELANIE	400.00
CALLANAN, LIAM	400.00
BATES, CALLIE	300.00
SPOOLMAN WRITING AND EDITORIAL	350.00
RUBIN, JENNIFER	250.00
ROZGA, MARGARET	500.00
HUGHES, CHARLES	1,012.30
MILLER & MIKE	2,600.00
LEVITAN, STUART	350.00
BOOKS LIBRARY	<u>15,560.89</u>
LIBRARY GIFTS 667 TOTAL:	<u>15,560.89</u>
Report Total:	<u><u>61,227.61</u></u>

GL787

LIB 19-OBL vs BUDGET

Report Format 511

Period 9 ending **September 30, 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		352,749.44	352,749.44	184,541.56	65.7
Act 1111 SALARIES-PERMANENT-REGUL	32,737.00	2,507.52		24,161.83	24,161.83	8,575.17	73.8
Act 1210 WAGES-PERMANENT-REGULAR	769,553.00	60,282.00		579,592.48	579,592.48	189,960.52	75.3
Act 1211 WAGES-PERMANENT-REGULAR	662,349.00	49,964.81		451,660.21	451,660.21	210,688.79	68.2
Act 1250 WAGES-TEMPORARY-REGULAR	24,794.00			470.84	470.84	24,323.16	1.9
Act 1510 SOCIAL SECURITY EMPLOYER	155,103.00	10,779.48		105,215.68	105,215.68	49,887.32	67.8
Act 1520 RETIREMENT EMPLOYERS SHA	117,501.00	8,589.48		81,820.66	81,820.66	35,680.34	69.6
Act 1540 HOSPITAL/HEALTH INSURANC	409,638.00	33,108.73		342,424.66	342,424.66	67,213.34	83.6
Act 1541 DENTAL INSURANCE	11,321.00	827.38		8,906.49	8,906.49	2,414.51	78.7
Act 1543 INCOME CONTINUATION INSU	7,727.00					7,727.00	
Act 1544 HLTH INS-CONVERSION, RET		1,812.59		30,323.41	30,323.41	30,323.41-	
Act 1545 POST EMPLOYEE HEALTH PLA	33,176.00	1,743.00		16,674.00	16,674.00	16,502.00	50.3
Act 1550 LIFE INSURANCE	1,121.00	43.49		421.82	421.82	699.18	37.6
Act 1560 WORKERS COMPENSATION PAY	3,069.00	195.34		2,273.91	2,273.91	795.09	74.1
Act 1580 UNEMPLOYMENT COMPENSATIO	2,025.00	150.24		1,848.60	1,848.60	176.40	91.3
<hr/>							
APR 711A LIBRARY LVL 1-PERS SERVICE	2,767,405.00	206,941.66		1,998,544.03	1,998,544.03	768,860.97	72.2
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	1,875.15		14,798.46	14,798.46	9,201.54	61.7
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	62.65		653.35	653.35	346.65	65.3
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00			6,500.00	6,500.00		****
Act 2250 TELEPHONE	8,000.00	1,091.50		5,963.73	5,963.73	2,036.27	74.6
Act 2433 MAINTENANCE CONTRACTS	21,000.00			1,564.98	1,564.98	19,435.02	7.5
Act 2490 SUNDRY REPAIR/MAINT SERV	2,500.00					2,500.00	
Act 2561 LIBRARY FEES-REIMBURSE T	9,500.00	513.81		5,887.62	5,887.62	3,612.38	62.0
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	8,850.00		8,850.00	8,850.00	350.00	****
Act 2958 COUNTY NETWORK SUPPORT	3,000.00	1,670.00		1,670.00	1,670.00	1,330.00	55.7
Act 2959 TIMING SOFTWARE MAINT-LI	1,600.00					1,600.00	
Act 2990 SUNDRY CONTRACTUAL SERVI	5,460.00	522.94		9,156.05	9,156.05	3,696.05	****
Act 2994 CONTRACTUAL VAN/COURIER	3,000.00	401.33		6,060.26	6,060.26	3,060.26	****
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	1,188.92		13,727.85	13,727.85	8,272.15	62.4
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	521.65		4,053.09	4,053.09	3,946.91	50.7

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 9 ending September 30, 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	213.00		2,193.84	2,193.84	1,456.16	60.1
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	1,035.07		7,592.39	7,592.39	592.39	****
Act 3161 BOOKS LIBRARY	282,250.00	17,798.24		173,235.10	173,235.10	109,014.90	61.4
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	6,823.27		41,551.42	41,551.42	22,448.58	64.9
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	726.16		4,175.71	4,175.71	17,824.29	19.0
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	-
Act 3250 REGISTRATION FEES/TUITIO	5,000.00	947.00		1,852.50	1,852.50	3,147.50	37.1
Act 3260 ADVERTISING	6,000.00	651.00		2,578.58	2,578.58	3,421.42	43.0
Act 3321 PERSONAL AUTO MILEAGE	4,000.00	249.12		1,685.73	1,685.73	2,314.27	42.1
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	84.98		3,783.31	3,783.31	1,783.31	****
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	980.02		22,143.94	22,143.94	2,143.94	****
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	1,619.97		42,140.08	42,140.08	12,859.92	76.6
APR 711B LIBRARY LVL 1-OPERATING	786,275.00	47,825.78		544,429.21	544,429.21	241,845.79	69.2
Or2 665 LIBRARY	3,553,680.00	254,767.44		2,542,973.24	2,542,973.24	1,010,706.76	71.6

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 9 ending September 30, 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	254,767.44		2,589,784.35	2,589,784.35	1,010,011.65	71.9

Sub 101 GENERAL FUND	3,599,796.00	254,767.44		2,589,784.35	2,589,784.35	1,010,011.65	71.9

GL787

LIB 19-OBL vs BUDGET

Report Format 511

Period 9 ending September 30, 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	15,589.32		65,321.52	65,321.52	29,105.48	69.2

Or2 667 LIBRARY GIFTS	94,427.00	15,589.32		65,321.52	65,321.52	29,105.48	69.2

Agy 0870 LIBRARY	94,427.00	15,589.32		65,321.52	65,321.52	29,105.48	69.2

Sub 252 LIBRARY GIFTS	94,427.00	15,589.32		65,321.52	65,321.52	29,105.48	69.2

Report Final Totals	3,694,223.00	270,356.76		2,655,105.87	2,655,105.87	1,039,117.13	71.9
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GL787

LIB 19 MAINT OBL VS BUDGET

Report Format 511

Period 9 ending September 30, 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	60.00		270.00	270.00	150.00	64.3
Act 2210 WATER/SEWER	35,000.00			5,787.73	5,787.73	29,212.27	16.5
Act 2220 ELECTRIC	42,000.00	3,546.34		24,886.78	24,886.78	17,113.22	59.3
Act 2240 NATURAL/PROPANE GAS	9,000.00	337.25		7,268.89	7,268.89	1,731.11	80.8
Act 2450 GROUNDS/GROUND IMPROVEME	100.00					100.00	
Act 2460 BUILDING SERVICE EQUIP R	1,500.00			8,311.09	8,311.09	6,811.09	****
Act 2470 BUILDING REPAIRS	500.00	265.00		1,227.30	1,227.30	727.30	****
Act 2930 FIRE PROTECTION	300.00			85.00	85.00	215.00	28.3
Act 2970 REFUSE COLLECTION	4,000.00			4,379.98	4,379.98	379.98	****
Act 2990 SUNDRY CONTRACTUAL SERVI	2,500.00	3.37		2,524.25	2,524.25	24.25	****
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	8,000.00	173.73		5,340.27	5,340.27	2,659.73	66.8
Act 3460 CLOTHING/UNIFORM	600.00	39.60		304.95	304.95	295.05	50.8
Act 3540 PAINTING SUPPLIES	300.00			20.43	20.43	279.57	6.8
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00	21.43		227.23	227.23	272.77	45.5
Cat 940 BUILDING MATERIALS							
Act 4250 SMALL HARDWARE/WIRE/NAIL	100.00					100.00	
APR 561F MAINT LIBR LVL 1-OPERATIN	104,820.00	4,446.72		60,633.90	60,633.90	44,186.10	57.9
Or2 206 LIBRARY - BLDG MAINTENANCE	104,820.00	4,446.72		60,633.90	60,633.90	44,186.10	57.9
Agy 0590 OTHER GENERAL GOVERNMENT	104,820.00	4,446.72		60,633.90	60,633.90	44,186.10	57.9
Sub 101 GENERAL FUND	104,820.00	4,446.72		60,633.90	60,633.90	44,186.10	57.9
Report Final Totals	104,820.00	4,446.72		60,633.90	60,633.90	44,186.10	57.9

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of September 2019

Branch	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE	2018 YEAR-to-DATE	2019 YEAR-to-DATE	% CHANGE
ATHENS	1,315	1,563	18.86%	14,713	14,584	-0.88%
EDGAR	1,666	1,977	18.67%	15,411	17,066	10.74%
HATLEY	2,387	2,780	16.46%	21,692	23,707	9.29%
MARATHON	3,004	2,952	-1.73%	30,288	30,646	1.18%
MOSINEE	3,158	3,453	9.34%	33,610	33,158	-1.34%
ROTHSCHILD	9,089	9,864	8.53%	94,987	93,784	-1.27%
SPENCER	1,574	1,784	13.34%	16,766	16,970	1.22%
STRATFORD	1,650	1,879	13.88%	18,458	18,508	0.27%
WAUSAU	32,458	34,780	7.15%	344,395	331,510	-3.74%
WAUSAU DRIVE UP	1,014	1,252	23.47%	10,491	10,089	-3.83%
HOMEBOUND	1,096	924	-15.69%	10,710	9,839	-8.13%
ILL	69	150	117.39%	1,129	1,097	-2.83%
OVERDRIVE	9,957	10,968	10.15%	89,585	100,489	12.17%
GRAND TOTAL	68,437	74,326	8.60%	702,235	701,447	-0.11%

**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

September 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	1	127	0	0	563	0	712	14,584	4.88%	
EDGAR	8	4	65	0	0	0	1	78	17,066	0.46%	
HATLEY	0	67	70	1,907	1,287	0	2	3,333	23,707	14.06%	
MARATHON	15	143	81	0	5	6	0	250	30,646	0.82%	
MOSINEE	2	0	24	45	15	6	13	105	33,158	0.32%	
ROTHSCHILD	127	2	180	1,223	159	35	15	1,741	93,784	1.86%	
SPENCER	1,316	0	0	0	0	24	47	1,387	16,970	8.17%	
STRATFORD	96	0	0	0	0	21	75	192	18,508	1.04%	
WAUSAU	1,016	1,090	5,615	2,192	3,415	276	105	13,709	331,510	4.14%	
WAUSAU DRIVE UP	1	15	330	1	1	0	0	348	10,089	3.45%	
MISC*									111,425		
TOTAL MCPL	2,602	1,322	6,492	5,368	4,882	931	258	21,855	701,447	3.12%	
% of CIRC by COUNTY	0.37%	0.19%	0.93%	0.77%	0.70%	0.13%	0.04%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of September 2019

	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	63,348	64,314	1.52%
RESIDENT CHILD	11,373	9,352	-17.77%
HOMEBOUND	206	195	-5.34%
STAFF	63	68	7.94%
TEMPORARY	254	236	-7.09%
TOTAL FOR MARATHON COUNTY	75,244	74,165	-1.43%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,786	2,845	2.12%
CHILD	311	239	-23.15%
TEMPORARY	14	16	14.29%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,111	3,100	-0.35%
INTERLIBRARY LOAN			
ILL	531	533	0.38%
GRAND TOTAL	78,886	77,798	-1.38%

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

THE PAST MONTH

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

Library Services Report

September 2019

News

- Leah held rounding with individual staff
- Leah attended weekly operations meetings
- Leah held simultaneous orientations for Hannah who is being promoted to branch assistant and new employee Julie
- Leah attended transition team meeting in preparation for Staff Development Day
- Leah attended Library Board Meeting
- Leah attended the Northeast Cyber workshop which covered a range of topics regarding cyber threats
- Leah attended the WVLS V-Cat Steering Committee meeting
- Leah attended Staff Development Day
- Leah held orientation for Ashley who has been promoted to branch assistant
- Leah submitted the 2020 Programming Budget Request to be reviewed by the Friends of the Library
- Inventory: Currently working on Juvenile DVDs and Adult Nonfiction
- Proctoring: 7 tests total
- Kate helped to purchase art with the Friends of the Library during the Festival of the Arts
- Kate created an exhibition area for them where they will be displayed until November 1st

Events and Programs

Youth Services Events

- Story Times:
 - Book Babies: 4 programs; participants—92
 - Tales for Tots: 8 programs; participants—153
 - Preschool Story Time: 8 programs; participants—100
 - Play and Learn Story Time: 3 programs; participants—76
 - Family Story Time: 1 program; participants—20

- Sep. 6: TAG Meeting—6
- Sep. 7: Stories and Strings-A Violin Story Time—26
- Sep. 11: Building Challenge—16
- Sep. 14: Pete the Cat Story Time—112
- Sep. 18: LENA Wednesday—14
- Sep. 19: LENA Thursday—39
- Sep. 19: A Pirate’s Tale and Treasure Hunt—52
- Sep. 21: A Pirate’s Tale and Treasure Hunt—52
- Sep. 23: Our Savior’s Lutheran School Tour—8
- Sep. 24: Trinity 2nd Grade Tour—13
- Sep. 25: Edgar School History Day Tour—53
- Sep. 25: LENA Wednesday—15
- Sep. 26: LENA Thursday—35
- Sep. 30: Pajama Story Time—0
 - **Number of September Youth Services programs –38**
 - **Total attendance for September Youth Services programs –882**

Adult/All Ages Events

- Sept. 10: MCPL Movie Night: “The Public”; attendance – 12
- Sept. 12: Library Learning: Intro to Excel – 4
- Sept. 16: Women’s Night Out book club – 10
- Sept. 25: Readers of Classic Literature book club – 6
- Sept. 25: Soft Circuits: Sewing with Electricity – 6
- Sept. 23-29: Central Wisconsin Book Festival: 18 events at 8 different locations around Wausau (including MCPL Wausau); total festival attendance - 808
 - **Number of adult programs - 23**
 - **Total attendance for September adult programs – 846**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 3,549 likes (+27)
- Twitter: 1,203 followers (+3)
- Pinterest: 956 followers (+1)
- Goodreads: 280 friends (+1); 1,227 reviews (+8)
- Instagram: 508 followers (+19)

Hot Happenings in the River District (email newsletter)

- September 4- MCPL Movie Night – “The Public”
- September 11- A Groovy New Story & Crafts with Pete the Cat
- September 18- Soft Circuits: Sewing with Electricity
- September 25- MCPL and Reel to Real Film Night: “Not Enough Apologies – Trauma Stories”

WAOW Channel 9

- September 19- Marathon County Library celebrates International Talk Like a Pirate Day (Library Services, Dan Richter)
<https://waow.com/news/wisconsin-news/2019/09/19/marathon-county-library-celebrates-international-talk-like-a-pirate-day>

WJFW Channel 12

- September 17- LENA Start program teaches parents about benefits of early speech patterns in children
https://www.wjfw.com/storydetails/20190917185402/lena_start_program_teaches_parents_about_benefits_of_early_speech_patterns_in_children

WSAW Channel 7

- September 24- Authors unite for the Central Wisconsin Book Festival (Library Services, Chad Dally)
https://www.wsaw.com/content/news/Third-annual-Central-Wisconsin-Book-Festival-comes-to-Wausau-561205421.html?fbclid=IwAR0onGMDEHgb0rQv3ehX3idoiRLcUHGaru3_tOUF4ILpqlpd-6NwelHGP4

Wisconsin Public Radio – 90.9 FM

- September 12- Fall Reads and Book Festival (Library Services, Dan Richter)
<https://www.wpr.org/listen/1515001>
- September 17- ‘Just Talk’: In Wausau, Technology Program Helps Parents Boost Babies’ Language Skills
<https://www.wpr.org/just-talk-wausau-technology-program-helps-parents-boost-babies-language-skills>

City Pages

- September 5- Fine Arts Preview- Wausau Central Wisconsin Book Festival-Activist Poetry Workshop with Margaret Rozga, Charlie Hughes-Hidden Histories of Race in Pop Culture, Hanif Abdurraquib-Readings from “A Fortune for Your Disaster,” Wis. State Parks with Scott Spoolman, Homegrown-A Local Writers Panel, Family Memoir Workshop with Jen Rubin, Authors Panel-How and Why I Write, A Conversation with Graphic Novelist Craig Thompson, Dead Big Dawn-A Reading with Victoria Houston
Big Guide- Wausau: MCPL Movie Night-“The Public,” Library Learning-Introduction to Microsoft Excel, Stories & Strings-A Violin Story Time, Building Challenges, A Groovy New Story and Crafts with Pete the Cat; Athens: Needle Arts; Hatley: The History and Many Uses of Spices, Outside the Lines-A Family Coloring Party; Marathon City: Free Houseplant Swap; Rothschild: Complete Wellness Discussion Group; Spencer: Pressed Flower Art; Stratford: Genealogy Hunters

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

Arts + Entertainment Calendar- Wausau: MCPL Movie Night-"The Public," Central Wisconsin Book Festival-Life After Hate, Fluid States with Heidi Czerwiec, Activist Poetry Workshop with Wis. Poet Laureate Margaret Rozga, Charles Hughes-Hidden Histories of Race in Pop Culture, Hanif Abdurraquib-Readings from "A Fortune for Your Disaster," Wis. State Parks with Scott Spoolman, Family Memoir Workshop with Jen Rubin, Authors Panel-How (and Why) I Write, Madison 1969 with Stuart Levitan, "Paris by the Book" and Other Writings with Liam Callanan, Action Into Words-A Reading by Poet Margaret Rozga, A Conversation with Graphic Novelist Craig Thompson, Adventures Hiking the Ice Age Trail with Melanie McManus, Wis. Fellowship of Poets Reading and Reception, "Dead Big Dawg"-A Reading with Victoria Houston, MCPL Live-Cooking with Inga Witscher, Friends of MCPL Book Sale; Athens: Birch Bark Canoe Décor, Craft Supply Swap Day; Edgar: Discover the Paranormal; Hatley: The History and Many Uses of Spices; Marathon City: Book Folding Art; Mosinee: Homemade Journals and Notebooks, Craft Supply Swap Day, International Travel and Tips-Machu Picchu; ; Rothschild: Fall Craft Day; Stratford: Genealogy Hunters

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

- September 12- Big Guide- Wausau: Library Learning-Introduction to Microsoft Excel, A Groovy New Story & Crafts with Pete the Cat, A Pirate's Tale & Treasure Hunt; Athens: Passport Application Event, Birch Bark Canoe Décor, Therapy Dog Story Time; Edgar: Family Adventure Night-Batman, Home School Huddle; Hatley: Hobbies and Crafts Night, Aromatherapy and Essential Oils Discussion Group; Mosinee: Story Telling Yoga; Rothschild: LEGO Block Party
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- September 19- Big Guide- Wausau: Central Wisconsin Book Festival-Life After Hate, "Fluid States" with Heidi Czerwiec, Activist Poetry Workshop with Margaret Rozga, Charles Hughes-Hidden Histories of Race in Pop Culture, Hanif Abdurraquib-Readings from "A Fortune for Your Disaster," Wis. State Parks with Scott Spoolman, Homegrown-A Local Writers Panel, Family Memoir Workshop with Jen Rubin, "We Are Staying"-A Family Memoir Reading with Jen Rubin, Authors Panel-How (And Why) I Write, "Madison in the Sixties" with Stuart Levitan, "Paris by the Book" and Other Writings with Liam Callanan, Action Into Words-Poetry Reading with Margaret Rozga, Graphic Novelist Craig Thompson, Adventures Hiking the Ice Age Trail with Melanie McManus, Wisconsin Fellowship of Poets Reading and Reception, "Dead Big Dawg"-A Reading with Victoria Houston, Soft Circuits-Sewing with Electricity, A Pirate's Tale and Treasure Hunt; Athens: Autumn Hedgehog Craft; Hatley: MCPL DIY-Decoupage Jars, Coffee Filter Candy Corn; Marathon City: Book Folding Art; Mosinee: Homemade Journals and Notebooks, Craft Supply Swap Day; Rothschild: Fall Craft Night; Stratford: Quilting and Beyond, Learn to Quilt!

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

- September 26- Highlights- Wausau: Central Wisconsin Book Festival-Activist Poetry with Wis. Poet Laureate Margaret Rozga, Charles Hughes-Hidden Histories in Pop Culture, Hanif Abdurraquib-Readings from "A Fortune for Your Disaster," Wis. State Parks with Scott Spoolman, Homegrown-A Local Writers Panel, Authors Panel-How (And Why) I Write, Family Memoir Workshop with Jen Rubin, A Conversation with Graphic Novelist Craig Thompson, "Dead Big Dawg"-A Reading with Victoria Houston
Big Guide- Wausau: Central Wisconsin Book Festival-"Fluid States"-Heidi Czerwiec, Activist Poetry Workshop with Wis. Poet Laureate Margaret Rozga, Charles Hughes-Hidden Histories of Race in Pop Culture, Hanif Abdurraquib-"A Fortune for Your Disaster," Wis. State Parks with Scott Spoolman, Homegrown-A Local Writers Panel, Family Memoir Workshop with Jen Rubin, "We Are Staying"-A Family Memoir Reading with Jen Rubin, Authors Panel-How (And Why) I Write, "Paris by the Book" and Other Writings with Liam Callanan, Action Into Words-A Reading by Poet Laureate Margaret Rozga, A Conversation with Graphic Novelist Craig Thompson, Adventure Hiking the Ice Age Trail with Melanie McManus, Wis. Fellowship of Poets Reading and Reception, "Dead Big Dawg"- A Reading with Victoria Houston, Reel to Real Film Night-"Not Enough Apologies-Trauma Stories," Library Learning-Introduction to Microsoft Excel, Family Pajama Story Time, Pokémon Club; Athens: MCPL DIY-So Simple Mittens; Hatley: MCPL DIY-Decoupage Jars; Mosinee: Craft Supply Swap Night, Passport Application Event; Rothschild: Fall Craft Night
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups

Mosinee Times

- September 5- MCPL Mosinee Branch to offer session on Medicare Basics September 9; MCPL Marathon City Branch to host free houseplant swap on September 7
- September 12- MCPL Mosinee Branch to accept craft supplies for upcoming swap night
- September 19- MCPL Mosinee Branch to offer passport application event September 30; MCPL Mosinee Branch to accept craft supplies for upcoming swap night
- September 26- MCPL Mosinee Branch to offer passport application event September 30

Record Review

- September 4- Medicare info event;
Athens: Medicare Basics, Book Club-"The Only Woman in the Room," Needle Arts, Watercolor Tile Art; Marathon City: Community Houseplant Swap; Stratford: Book Club-"My Grandmother Asked Me to Tell You She's Sorry," Family Story Time, Play & Learn, Genealogy Hunters
- September 11- Athens: Autumn Hedgehog Craft, Therapy Dog Story Time, Book Club "The Only Woman in the Room," Passport Application Event, Needle Arts, MCPL DIY-Craft Felties, Birch Bark Canoe Décor, MCPL DIY-Watercolor Tile Art; Edgar: Medicare Basics, Home School Huddle; Marathon City: Needle Arts; Stratford: Book Club-"My Grandmother Asked Me to Tell You She's Sorry"

- September 18- Athens: Autumn Hedgehog Craft, Needle Arts, MCPL DIY-Craft Felties, Birch Bark Canoe Décor, Building Challenges; Edgar: Home School Huddle; Marathon City: Book Folding Art; Stratford: Play & Learn, Quilting and Beyond
- September 25- Athens: Book Club, Needle Arts, Building Challenges, MCPL DIY-So Simple Mittens; Edgar: Home School Huddle, Book Club-“Evicted,” Marathon City: Central Wisconsin Book Festival-A Conversation with Craig Thompson; Stratford: Book Club-“An American Marriage,” Play & Learn, Quilting and Beyond, Nonfiction@Night Book Club-“The Underground Girls of Kabul”

Wausau Pilot & Review

- September 5- Marathon County Public Library programs – September-Wausau: Stories & Strings-A Violin Story Time, MCPL Movie Night-“The Public,” A Groovy New Story and Crafts with Pete the Cat, Library Learning-Introduction to Microsoft Excel, A Pirate’s Tale & Treasure Hunt; Athens: Therapy Dog Story Time; Edgar: Family Adventure Night-Batman, Home School Huddle; Hatley: Outside the Lines-A Family Coloring Party; Marathon City: Free Houseplant Swap, Medicare Basics; Mosinee: Medicare Basics, Craft Supply Swap Night Drop-Off Week, A Week of International Day, Story Time Yoga; Rothschild: LEGO Block Party, Saturday Spotlight-Jungles
<https://wausaupilotandreview.com/2019/09/05/marathon-county-public-library-programs-2>
- September 10- Veninga lecture, “Life After Hate,” to kick off 2019 Central Wisconsin Book Festival
<https://wausaupilotandreview.com/2019/09/10/veninga-lecture-life-after-hate-to-kick-off-2019-central-wisconsin-book-festival>
- September 12- Fall reads and book festival on today’s ‘Route 51’ (Library Services, Dan Richter)
<https://wausaupilotandreview.com/2019/09/12/falls-reads-and-book-festival-on-todays-route-51>
- September 14- Marathon County Public Library programs- Wausau: A Groovy New Story & Crafts with Pete the Cat, A Pirate’s Tale and Treasure Hunt, Soft Circuits-Sewing with Electricity; Athens: Therapy Dog Story Time, Autumn Hedgehog Craft, MCPL DIY-Craft Felties; Edgar: Family Adventure Night-Batman, Home School Huddle; Hatley: Hobbies and Crafts Night, LEGO Block Party, Coffee Filter Candy Corn; Marathon City: Medicare Basics, Needle Arts, Book Folding Art; Mosinee: Craft Supply Swap Drop-Off Week; Rothschild: LEGO Block Party, Medicare Basics, GrapeVine Session-Advanced Care Planning, Saturday Spotlight-Jungles, Family Game Day; Stratford: Learn to Quilt
<https://wausaupilotandreview.com/2019/09/14/updated-sept-14-marathon-county-public-library-programs>
- September 15- Central Wisconsin Book Festival to be held late September- Wausau: Life After Hate, “Fluid States” with Heidi Czerwiec, Activist Poetry Workshop with Margaret Rozga, Charles Hughes-Hidden Histories of Race in Pop Culture, Hanif Abdurraqib-Readings from “A Fortune for Your Disaster,” Wis. State Parks with Scott Spoolman, Homegrown-A Local Writers Panel, Family Memoir Workshop with Jen Rubin, “We Are Staying”-A Family Memoir Reading with Jen Rubin, Authors Panel-How (And Why) I

Write, "Madison in the Sixties" with Stuart Levitan, "Paris by the Book" and Other Writings with Liam Callanan, Action Into Words-Poetry Reading with Margaret Rozga, Graphic Novelist Craig Thompson, Adventures Hiking the Ice Age Trail with Melanie McManus, Wisconsin Fellowship of Poets Reading and Reception, "Dead Big Dawg"-A Reading with Victoria Houston

<https://wausaupilotandreview.com/2019/09/15/central-wis-book-festival-to-be-held-late-september>

- September 24- Marathon County Public Library programs- Wausau: Family Pajama Story Time, Pokémon Club, Harvest Fest Stories & Crafts; Athens: Building Challenges; Edgar: Star Wars Reads Month, Home School Huddle; Hatley: Outside the Lines-A Family Coloring Party; Marathon City: Pete the Cat Story Time; Mosinee: Passport Application Event, LEGO Block Party

<https://wausaupilotandreview.com/2019/09/24/marathon-county-public-library-programs-3>

- September 24- Marathon County Public Library Book Clubs, October 2019- Wausau: Women's Night Out-"Killers of the Flower Moon;" Athens: "Frankenstein;" Edgar: "Evicted;" Hatley: "The Cuckoo's Calling;" Marathon City: "Turtles All the Way Down;" Mosinee: "The Death of Mrs. Westaway;" Rothschild: "My Name is Lucy Barton;" Spencer: "A Fall of Marigolds;" Stratford: Nonfiction@Night-"The Underground Girls of Kabul"

<https://wausaupilotandreview.com/2019/09/24/marathon-county-public-library-book-clubs-october-2019>

- September 28- Marathon County Public Library programs- Wausau: Family Pajama Story Time, Reel to Real Film Night-"Not Enough Apologies," Library Learning-Introduction to Microsoft Excel, Pokémon Club, Harvest Fest Stories & Crafts, Teen Advisory Group, MCPL Movie Night-"The Public," Building Challenges, Books on the Bus; Athens: Building Challenges; Edgar: Star Wars Reads Month, Home School Huddle; Hatley: Outside the Lines-A Family Coloring Party, Fire Safety Story Time; Marathon City: Pete the Cat Story Time; Mosinee: Passport Application Event, LEGO Block Party, Machu Picchu and International Travel Tips, National Octopus Day Celebration; Rothschild: LEGO Block Party; Spencer: Dance the Night Away-A History of Local Ballrooms

<https://wausaupilotandreview.com/2019/09/28/updated-sept-28-marathon-county-public-library-programs>

Wausau Times/Buyers Guide

- September 3- Steppin' Out- Wausau: MCPL Movie Night-"The Public;" Athens: Watercolor Tile Art; Hatley: The History and Many Uses of Spices; Mosinee: Medicare Basics; Rothschild: Complete Wellness Discussion Group
Fall and Winter Recreation Guide- Wausau: Winter Trail Tales
- September 10- Steppin' Out- Wausau: MCPL Movie Night-"The Public;" Athens: MCPL DIY-Watercolor Tile Art; Hatley: The History and Many Uses of Spices; Marathon City: Needle Arts; Rothschild: Complete Wellness Discussion Group, Medicare Basics, GrapeVine Session-Advanced Care Planning; Stratford: Medicare Basics

- September 17- Steppin' Out- Wausau: Soft Circuits-Sewing with Electricity; Hatley: MCPL DIY-Decoupage Jars; Marathon City: Needle Arts, Book Folding Art; Mosinee: Craft Supply Swap Night; Rothschild: Medicare Basics, GrapeVine Session-Advanced Care Planning, Fall Craft Night; Stratford: Medicare Basics
- September 24- Steppin' Out- Wausau: Soft Circuits-Sewing with Electricity, Family Pajama Story Time, Library Learning-Introduction to Excel, MCPL & Reel to Real Film Night-"Not Enough Apologies-Trauma Stories;" Athens: Building Challenges, MCPL DIY-So Simple Mittens; Hatley: MCPL DIY-Decoupage Jars; Marathon City: Book Folding Art; Mosinee: Craft Supply Swap Night, Passport Application Event; Rothschild: Fall Craft Night

Materials

- Youth

	2019 Annual Budget	Monthly Budget	Free Balance	Spent as of October 2	% Spent
Juvenile Audiobooks	\$4,525.30	\$377.11	\$1,167.30	\$3,358.00	74%
Juvenile CDs	\$750.00	\$68.18	\$216.02	\$533.98	71%
Juvenile DVDs	\$13,172.63	\$1,197.51	\$4,505.75	\$8,666.88	66%
Juvenile DVDs Standing Order	\$2,000.00	\$181.82	\$1,607.33	\$392.67	20%
Juvenile Video Games	\$2,000.00	\$181.82	\$488.44	\$1,511.56	76%
Young Adult Audio Books	\$500.00	\$45.45	\$65.78	\$434.22	87%
Youth AV Subtotal	\$22,947.93	\$2,051.89	\$8,050.62	\$14,897.31	65%
Juvenile Fiction	\$20,000.00	\$1,818.18	\$2,514.28	\$17,485.72	87%
Juvenile NonFiction	\$36,117.83	\$3,283.44	\$296.30	\$35,821.53	99%
Juvenile Picture Books	\$34,328.05	\$3,120.73	\$5,009.00	\$29,319.05	85%
Juvenile Spanish	\$500.00	\$45.45	\$88.06	\$411.94	82%
Juvenile Standing Order Print	\$11,000.00	\$1,000.00	\$4,127.53	\$6,872.47	62%
Young Adult Fiction	\$8,530.21	\$775.47	\$2,338.94	\$6,191.27	73%
Young Adult Graphic Novels	\$4,000.00	\$363.64	\$679.47	\$3,320.53	83%
Young Adult NonFiction	\$759.44	\$69.04	\$73.98	\$685.46	90%
Youth Print Subtotal	\$115,235.53	\$10,475.96	\$15,127.56	\$100,107.97	87%
Youth Services TOTAL	\$138,183.46	\$12,527.85	\$23,178.18	\$115,005.28	83%

WVLS Grant	\$2,500.00		\$963.88	1536.12	61%
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- Adult

	2019 Annual Budget	Monthly Allotment	Free Balance	Spent as of Oct. 3, 2019	% Spent
Adult Audiobooks	\$12,500.00	\$1,136.00	\$3,076.04	\$9,423.96	75.39%
Adult Music CD	\$7,500.00	\$682.00	\$1,715.74	\$5,784.26	77.12%
Adult DVD	\$31,500.00	\$2,864.00	\$9,393.70	\$22,106.30	70.18%
Adult Video Games	\$1,250.00	\$113.00	\$243.75	\$1,006.25	80.50%
Adult AV Subtotal	\$52,750.00		\$14,429.23	\$38,320.77	72.65%
Adult Paperbacks	\$1,875.00	\$170.00	\$713.08	\$1,161.92	61.97%
Adult Paperbacks S.O.	\$3,625.00	NA	\$2,660.00	\$965.00	26.62%
Adult Fiction	\$46,000.00	\$4,182.00	\$9,379.07	\$36,620.93	79.61%
Adult LT Fiction	\$7,200.00	\$655.00	\$2,629.30	\$4,570.70	63.48%
Adult LT S.O.	\$15,300.00	NA	\$2,985.26	\$12,314.74	80.49%
Adult Non-fiction	\$63,500.00	\$5,773.00	\$12,338.60	\$51,161.40	80.57%
Adult Non-fiction S.O.	\$4,000.00	NA	\$2,666.05	\$1,333.95	33.35%
Adult Biographies	\$10,000.00	\$909.00	\$1,956.69	\$8,043.31	80.43%
Adult Spanish	\$750.00	\$68.00	\$318.54	\$431.46	57.53%
Adult Hmong	\$750.00	\$68.00	\$620.10	\$129.90	17.32%
Adult Print Subtotal	\$153,000.00		\$36,266.69	\$116,733.31	76.30%
Adult Services TOTAL	\$205,750.00		\$50,695.92	\$155,054.08	75.36%

WVLS Grant Adult Book 2019	\$5,500.00	NA	\$2,068.54	\$3,431.46	62.39%
WVLS Grant Adult AV 2019	\$2,000.00	NA	\$1,972.52	\$27.48	1.37%

Monthly Business Report – October, 2019

The monthly Bills and Services report, the CIP Report, the Bills and Services report, and the Obligation vs. Budget report are all in this packet. They represent transactions through the end of August, 2019. The CIP report represents the full amount of both the 2018 CIP balance and the balance of the unspent 2018 budget along with 2019 expenditures. I have also included for reference the report listing budgeted amounts and 2019 expenses 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 includes only an operational amount where in previous years it included budgeted payroll for maintenance and janitorial staff.

Efforts continued during September to locate savings opportunities through a comprehensive review of all library expenses over the previous three years. The 2020 budget, as presented in this packet, includes several cost saving changes implemented during 2019.

Tom continues to participate in the Certified Non-Profit Accounting Professional (CNAP) training program which will wrap up during the second week of November, 2019. The goal of the program is the achievement of certification in an understanding of the areas of Generally Accepted Accounting Principles of particular concern to organizations like the Marathon County Public Library.

August 2019 Support Services Monthly Report

Circulation Team

- Passports News
 - 35 Adult Passport Books
 - 13 Minor Passport Books
- The MCPL Passport team accepted a total of 48 passport applications accepted at \$35.00 ea. and 71 photos were taken at \$10.00 each for a total of \$2390.00 recorded. We also assisted with 25 renewal applications.
- Jeff P. and Laura D. continue to do inventory and Deb F. and Pam S. assist the Collection Development Team with their weeding projects on their scheduled Sundays.
- 8/9/19: Mary S met with Kitty R to discuss V-CAT billing process.
- 8/14/19: Envisionware Demo in Training Room attended by Kitty R, Matt D, Ben D, Leah G, Ralph I.
- 8/15/19: Leads Meeting attended by Kee L, Kitty R, and Mary S
- 8/20/19: Kitty R met with Mary S for refresher training for V-CAT billing.

- 8/21/19: Circulation Team Meeting in Training Room attended by Janice A, Laura D, Deb F, Jeff P, Pam S, and Sandy U. Laura D gave an Interlibrary loan refresher course. The team went over the New Card Library Application Process and the importance of double-checking. The team also went through an Expired Holds report procedure refresher. Matt discussed the importance of communication, customer acknowledgement, creating great customer experiences, and other topics related to customer service. Jeff P informed everyone of the upcoming passport events at Athens, Mosinee and Stratford. Other daily desk operation information was shared and discussed.
- 8/21/19: Colleen Y met with Kitty R to go over meeting notes.
- 8/28-30/19: Hannah D, our new Rothschild assistant received Sierra Training from Kitty R and worked with the Circulation Team to develop her desk skills.
- 8/28/19: Kitty R and Matt D attended the Transition Team Meeting in Director's Meeting Room, 9:30am.
- 8/29/19: Mary S and Kitty R met for V-CAT Billing refresher training.

Support Services Team

- 8/21/19: Chris and Pat covered the Main Desk during their team meeting.
- 8/28/19: Chris attended the Transition Team meeting.
- Mary is working with S.S. team members and Main Desk team members in preparation for her impending surgery.
- Ben D. is creating two data bases for checking in new magazine issues. The data bases will be compared for ease of use and accuracy. The goal is to have one in place for the 2020 magazines which start arriving in October and November.
- Ongoing projects:
 - Clean juvenile DVD collection: AND
 - Relabel juvenile biographies: GUTENBERG
 - Relabel adult fiction: PETERS/second time: DEY
 - Inventory

Page Team

- 8/1/19: Kelly is continuing shifting in the adult non-fiction
- 8/11/19: Kee worked the Sunday to cover missing shift
- 8/12/: Kee attended the culture champion meeting
- 8/20-8/21/: Kee, Matt, and Heather interviewed for page positions
- 8/23/: Kee completed weeding adult audiobooks
- 8/28/19: Kee attended transition team
- 8/29/19: Katie completed weeding YA fiction.
- 8/29/19: Ashley completed shelf reading the entire YA area.

Branch Libraries Report

September 2019

Athens Monthly Report

Events and Programs

- Family Story Time: Family Story Time met for 4 sessions with 60 children and 36 adults in attendance.
- Play and Learn: Play and Learn met for 4 sessions with 19 adults and 47 children in attendance.
- Book Club: September book club featured the book *The Only Woman in The Room* by Marie Benedict with 5 adults participating. In October, the club will discuss *Frankenstein* by Mary Shelley.
- Fiber Arts Club: Our Fiber Arts group met 4 times with a total of 24 adults attending.
- Medicare Basics: A representative from the Aging and Disability Resource Center of Central Wisconsin discussed Medicare Basics with adults 65 and older on September 5th in the Athens community board room. 8 adults participated in this discussion
- DIY Watercolor Tiles: Using Sharpies of various colors, participants were invited to make decorative coasters or wall décor on ceramic tiles. 7 adults and 9 young adults attended this program during September 10th- 12th.
- Passport Event: On September 16th all ages were welcome to apply for a U.S. Passport in the Athens Community Board Room. A total of 19 adults participated in this event.
- Therapy Dog Story Time: On September 17th a special family story time was held with a visit from Eddie the Border Collie. Attendees had the opportunity to learn about the job of a therapy dog. 13 adults and 18 children attended this program.
- Birch Bark Canoe: Adults were invited to make their own decorative birch bark canoe craft using real bark during a DIY event on September 19th. A total of 5 adults participated in this craft.
- Autumn Hedgehog Craft: Children and their families were invited to create an autumn hedgehog craft using cut out leaves and construction paper. 4 adults and 12 children participated in this event.
- Craft Felties: Athens staff showed participants how to create their own crafted felties. Attendees were encouraged to use their imagination and make their feltie into a zombie, something steampunkie, or create tiny felted animals. 6 young adults attended this event

Library and Community News

- A Banned Books Display was set up near the circulation desk during the week of September 21st- 27th

- Shahara Falk- LeFay and Jennifer Triolo attended MCPL Staff Day at the Wausau headquarters on September 20th.

Circulation Statistics

- Athens circulated 1,563 items in September 2019. This is a 18.86 % increase from September 2018. In 2019 year-to-date, Athens has circulated 14,584 items. This is a 0.88% decrease from 2018.

Facilities Update

- Leaking Ceiling: Ceiling Tiles have been fixed!

Edgar Monthly Report

Events and Programs

- Play & Learn: The Family Resource Center held Play & Learn 4 times this month with a
- Book Club: In September the book club met and discussed the book “Before We Were Yours” by Lisa Wingate. There were 8 adults present. The book club will discuss the book “Evicted” by Matthew Desmond in October.
- Family Storytime: Edgar held a family story time 3 times this month with a total of 11 adults and 19 children attending.
- Daycare outreach: Alyssa visited with the Edgar Daycare and did a story time for them. The daycare came to the library 1 time with a total of 2 adults and 11 children present.
- Homeschool Huddle: This is a program for homeschool families, this month we held 2 program with 18 adults and 31 students attending.
- School Visits: St John’s Catholic school came for 2 visits during the month with 2 adults and 18 students.
- Family Adventure Night: “Batman and friends” was the theme for September, with 3 adults and 2 children attending.
- Adult program: There were 4 adults that came to learn about Medicare with a presenter from ADRC.
- Passive Program:
 1. The Edgar Branch did a September Reading Challenge for adults with 3 adults completing challenge.
 2. The children of all ages colored 30 coloring pages.
 3. Everyone had a chance to make their own super reader, with 7 being turned in.

Circulation Statistics

- The circulation statistics for the month of September were 1977 items checked out, this is a 18.67% increase for the same month last year and a 10.74% increase from 2018.

Library News

- A book display was setup for the Reading Challenge to encourage patrons to read a book that someone recommended.
A book display for “Banned Book Week” was setup.

Facilities Updates

- Nothing to report for September

Hatley Monthly Report

Events and Programs

- Family Story Time: Themes of “A,” “Author: Jon Scieszka,” “B,” and “Fall/Autumn” brought in 5 adults and 4 children. With the start of the new school year families are still adjusting and we did lose quite a few kids to pre-k or kindergarten.
- Book Club: *A Wrinkle in Time*. 9 adults got together to discuss this book. We also picked our books for 2020.
- Play & Learn had 3 sessions and brought in 26 adults and 39 children.
- Hobbies/Crafts Night had 18 adults doing various crafts/hobbies (stamping, card making, knitting, quilting...)
- Outside the lines: Coloring Party had 2 adults, 11 children, and 3 teens participate.
- Lego Block Party had 1 adult and 4 children stop in and create things with various Legos.
- Aroma Therapy & Essential Oils Group had 3 adults stop in to talk to about essential oils and aromatherapy. The theme of this talk was potpourri and any last minute questions and thoughts. We will be doing this again next year June-September.
- Tech Time Drop-In had 0 adults stop in for help with various issues.
- Create Grandparent’s Day Cards had 3 adults and 12 children stop in the week leading up to Grandparent’s Day to create their own unique card to give to their grandparents or grandparent figures.
- History and many uses of Spices. We only had the presenter and myself and RSW there 😞
- Coffee Filter Candy Corn unfortunately had 0 participants. We will try this again next year. We do have all the supplies if any branch would like to try it out instead.
- Fall Decoupage Jars had 1 adult stop in.
- Our Football Bulletin Board had 16 children put up footballs with their name on them.

Upcoming Programs

- Special Story Times – Fire Safety, Monster Mash
- Children – Family Story Time, Play & Learn, Lego Block Party
- Adult – Book Club
- Tween/Teen – None

- All Ages – Outside the Lines, Hobbies/Crafts Night, Tech Drop In Help, Create a Monster, and Fall Fridge Magnets
- Passive: Bulletin Board

Circulation Statistics

- Hatley circulated 2,780 items for the month. This is a 16.46% increase for the month. Year to date is 23,707 items. This is 9.29% increase from last year.

Library News

- Heather helped out in RO and MO for a couple of shifts
- All staff attended Staff Training Day
- Heather attended the Association of Rural and Small Libraries Conference at the beginning of the month in Burlington VT and came back with some awesome ideas and knowledge!
- Thank you to Shahara for filling in for us a couple of days.
- Staff has been working on weeding juv non-fiction and doing some shifting in the children's area.

Facilities Updates

- The Village ordered our new furnace unit and it's in we are now just waiting for it be installed

Marathon City Monthly Report

Events and Programs

- Family Story Time: In September, Marathon held three regular family story time events with a total of 42 children and 29 adults attending. Family Story Time is held year round on Thursdays at 10:30 am.
- Book Club: The participants read the novel, *The Go Set a Watchman* by Harper Lee and 8 people joined in for discussion. In October, we will meet to discuss *Turtles All the Way Down* by John Green. 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. Unfortunately, no one dropped in this time.
- On Saturday, September 7 we held a special House Plant Swap. Six adults and 3 children brought in plants to swap out with new ones. On Saturday, September 14 a representative from the Aging and Disability Resource Center of Marathon County spoke to and answered questions from 5 adults from the community about Medicare, supplemental insurance and prescription drug coverage during our Medicare Basics event. The Book Folding event held on Wednesday, September 25 brought in 3 adults and 2 children to create an interesting gift idea.

- Upcoming Events and Programs: Story Time, Book Club and Needle Arts will continue as usual. On Saturday, October 5 from 10:30 – 11:30 we will be having a special Pete the Cat Storytime. Families can listen to stories, sing songs and create fun crafts celebrating Pete the Cat and his new book just released in September. On Friday, October 18 during the Marathon School District In-service day, we will hold a Fall Craft Day. Children and families can drop in any time to create some colorful fall crafts. Marathon City native, David Perrodin, author of *School of Errors: Rethinking School Safety in America*, will give an overview of safety in our schools and give a short reading of his recently published book, on Wednesday, October 23 from 5:30-7:00. On Thursday, October 31 from 10:30-11:30 we will read themed stories, sing songs and create a fun craft during our Monster Mash Story Time.

Circulation Statistics

- Marathon circulated 2,952 items during the month of September. This is a 1.73% decrease from this time last year. So far in 2019, Marathon has circulated 30,646 items. This is a 1.18% increase over last year.

Library News

- We both attended a great Staff Development Day on September 20.

Facilities Updates

- Hurtis Plumbing & Heating stopped in to clean the furnace.

Mosinee Monthly Report

Events and Programs

- Family Story Time: Sarah led 3 Family Story Times that brought in 13 adults and 20 kids. Julie will be taking over Family Story Time once she's had time to settle in at the branch. We also hosted a special yoga story time that brought in 10 adults and 16 kids.
- Play and Learn: The Family Resource Center presented 4 sessions that brought in 28 adults and 41 kids.
- Book Club: 7 joined us for a discussion on *Little Fires Everywhere* by Celeste Ng. Next month we will discuss *The Death of Mrs. Westaway* by Ruth Ware.
- Recurring Programs: Lego Block Party brought in 2 adults and 5 children.
- Our second Medicare Basics class, led by Mike Graper of the Aging and Disability Resource Center, brought in ten adults.
- On the 23rd we hosted a homemade journal and notebook program using WVLS's binding machine. Two adults and 3 teens joined us for this program.
- On the 26th we hosted our first ever craft swap program where patrons could exchange unused craft items they owned for other items brought in by the community the week before. Fourteen patrons dropped off items in the weeks leading up to the program and 10 patrons joined us for this creative drop in program.

- Passport agents joined us for a program on the 30th where 16 patrons either renewed passports, were issued new ones, or came with the intention to do so but did not have the appropriate paperwork.
- Passive Programs: This month 40 kids told us what their favorite fall color is. We also hosted a passive program for the week of International Dot Day, where 12 adults and 18 kids had a choice of the following: creating artwork starting with just a simple black dot, using pointillism to make an entire creation out of only dots, and/or use dot markers to color in fall themed dot worksheets.
- Upcoming Programs: Book Club, Lego Block Party, Play and Learn, and Family Story Time will continue as usual. Ashley Colstad will be coming back on the 7th to lead a presentation about international travel and her experience traveling to Peru. International Octopus day will be celebrated on the 8th with several crafts, and two internet basics classes will be held on the 15th and 17th, with registration required. The last week in October will be action packed with the following programs: a passive program the whole week where patrons can make papel picado, a “What do you believe?” program on the 28th where patrons can explore beliefs such as palm reading and numerology, and a Coco themed party on the 29th with various crafts based off of the popular movie.

Circulation Statistics

- Mosinee circulated 3,453 items in September 2019. This is a 9.34% increase. Mosinee has circulated 33,158 items in 2019. This is a 1.34% decrease.

Library News

- Displays: We had a craft display promoting our craft supply swap program, a “Back to the Classics” display, back-to-school books in the children’s section, and a display with resources and materials in honor of National Suicide Prevention Month.
- Julie Grossman joined the Mosinee Branch on the 17th. Mosinee staff and patrons are excited to welcome her to the community!
- Sarah and Julie attended Staff Development Day on the 20th.
- Special thanks to Deb, Audrey, Shahara, Paula, and Heather for coverage this month!

Facilities Updates

- Work continues on patching and cleaning the windows that our custodian is able to.
- The air conditioning unit for the second floor is awaiting replacement.
- Otis Elevator stopped by for routine maintenance, replaced a drain line, and discovered the hydraulic seal still needs to be replaced, as noted in their previous visit in 2018. Otis Elevator will be sending another estimate to Mosinee City Hall for approval.

Rothschild Monthly Report

Events and Programs

- Family Story Time and Play & Learn: In September, we held 4 regular family story times with 44 adults and 52 children attending. We also presented our monthly outreach story time at St. Therese daycare for 22 people, and our monthly outreach story time at Head Start for 40 people. Deborah is transitioning to fully take over story time once Dave is gone. Play & Learn started back up for the fall. In September, 94 people participated in 4 sessions.
- Book Club: In September, 12 book club members met to discuss *The Great Alone* by Kristin Hannah. In October, the club will discuss *My Name Is Lucy Barton* by Elizabeth Strout.
- Outreach: Ollie represented the library at a community outreach event at a local assisted living facility. She shared a short story and then told the residents about all of the services the library provides, including Libby and our homebound program. 12 seniors really enjoyed learning about the library.
- Other Programs: 5 people participated in our monthly LEGO club, 7 adults attended a presentation about Medicare basics, 8 people joined us for our Saturday Spotlight program featuring activities about jungles, and 21 people joined us for our fall craft night. It has been a fun and busy month in Rothschild!
- Upcoming Programs: In October, our normal programming will continue as usual. We will also have a yarn weaving program, a program about self-care for adults, a pop-up escape room, and a special Pete the Cat story time celebration.

Circulation Statistics

- Rothschild circulated 9,864 items in September. This is an 8.53% increase from last year. In 2019, Rothschild circulated 93,784 items. This is a 1.27% decrease from last year.

Library News

- We weeded and shifted the juvenile easy reader collection.
- Hannah D. and Ashley H. both started work as branch assistants in Rothschild. We are very happy to have them on our team! Hannah, Ashley, and Julie from Mosinee all completed new branch staff training in Rothschild.
- All members of the Rothschild team attended the staff development day on September 20th.
- Dave's last day at the Rothschild branch was Thursday, September 19th. We miss him, and we wish him the best of luck in the future!
- Ollie is transferring to a full-time position on the Wausau circulation team. Staff and patrons at Rothschild will miss her, but we know she will do great in Wausau!

Facilities Updates

- None at this time

Spencer Monthly Report

Events and Programs

- “Beefing up the Mediterranean Diet!” was presented by Sara Agena, director of the nutrition for the Wisconsin Beef Council. Sara explained that including red meat in a diet can add more nutrition and also help support your heart health. 15 adults were present.
- “Pressed Flower Art” was held on September 9th. Carol Berg brought hundreds of dried and pressed flowers from her prairie land for all 31 adults present to use. Carol demonstrated how to arrange and glue the flowers on cardboard and or paper. The result was many beautiful pictures that were then turned into cards or framed pictures.
- On September 16th the Spencer Book Club celebrated their 15th anniversary. To celebrate the occasion Rose Bingham, a Wisconsin author from Richland Center and author of “Buy The Little Ones a Dolly” spoke about her memoir. 27 adults were present.
- On September 18th and 24th Audrey did a Story Time for the Spencer Elementary Pre-K class. Audrey did two stories and talked about the different books they can check out at the library. 40 children were present.
- Rookie Rocket Day Care Story Time was held four times in the month of September with a total of 54 attending.
- Story Time and Play & Learn was held four times in the month of September with a total of 12 attending.

Circulation Statistics

- Spencer circulated 1,784 items in the month of September. This is an increase of 13.34%. Spencer has circulated 16,970 items in 2019. This is an increase of 1.22%

Library News

- Audrey attended the Spencer Chamber of Commerce meeting on September 4th. I was given time to talk about the programs that will be taking place at the library in the month of September and gave handouts to those present.
- Audrey and Wendy attended the full staff meeting held in Wausau on Friday, September 20th. There was a lot of good conversation and brain storming, however, keynote speaker Fredi Lajvardi was exceptional.
- The Spencer Book Club has been renamed, “As The Page Turns”.

Facilities Updates

- The Spencer Village Workers placed a mouse trap in the ceiling of the library, as a mouse has been heard in the soffit above the circulation desk and near the windows.
- The main entry door into the library has been fixed. It would drag at times when closing, but is now working properly.

Stratford Monthly Report

Events and Programs

- Our Nonfiction@Night Book Club met Sept 4. Two patrons attended to discuss *The Death and Life of the Great Lakes* by Dan Egan.
- Our monthly *Genealogy Hunters* met for the first time on Sept. 11. Six people attended to share ideas on researching family history.
- Four patrons visited Sept. 18 to hear Mike Graper of the Aging and Disability Resource Center of Central Wisconsin present a program on the basics of Medicare.
- Our afternoon Book Club met Sept. 23 to discuss *My Grandmother Asked Me to Tell You She's Sorry* by Fredrick Backman. Seven people attended.
- Story Time and Play & Learn met four times in September, with a total of 31 adults and 61 children attending. Our themes for stories, activities, and crafts included *Going to School*, *Grandparents*, *Pete the Cat's Perfect Pizza Party*, and *Handwashing to Stay Healthy*.
- Fourteen St. Joe's Middle School students and their teacher visited our library on Sept. 13 to work on a research project.
- Six 1st and 2nd grade St. Joe's students and their teacher visited Sept. 17 for a story time and to check out books.
- Four Pre-K and Kindergarten St. Joe's students visited Sept. 23 for story time and to check out books.
- Our Quilting and Beyond Crafting Program met on Sept. 24, bringing in four patrons.

Circulation Statistics

- Stratford circulated 1,879 items in September. This is a 13.88% increase from last year. In 2019, Stratford circulated 18,508 items. This is a .27% increase from last year.

Library News

- Eileen and MJ attended this year's Staff Day on Sept. 20. The morning session featured Fredi Lajvardi, a nationally-recognized STEM educator who led a team of students to unprecedented success at a national robotics championship. Lajvardi brainstormed with library staff and the community about combining their efforts to build a vibrant STEM MakerSpace at MCPL Wausau in the coming months. Our afternoon session featured Dr. David Perrodin, who spoke about human trafficking awareness in a public service setting and responding to violent writing.
- In anticipation of the excitement over the movie release, we set up an *If You Love Downton Abbey* display filled with books of a similar era and subject matter, as well as materials related to and inspired by the series.
- With a movie adaptation of *The Goldfinch* hitting theaters soon, we set up a display of other Pulitzer Prize winning fiction books for patrons to enjoy.

Facilities Updates

- A window screen was repaired.

Director's Activities:

9-16-19 Marathon County Public Library Board of Trustees Meeting
9-17-19 Early Years Coalition Steering Committee Meeting
9-20-19 Staff Development Day
9-23-19 Friends of the Marathon County Public Library Board Meeting
10-9-19 SRLAAW
10-10-19 WLA Annual Conference
10-11-19 WLA Annual Conference
10-11-19 Monthly agenda meeting with Library Board President
10-18-19 County Department Heads Meeting
10-21-19 Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

10-21-19 Marathon County Public Library Board of Trustees Meeting
10-22-19 Early Years Coalition Steering Committee Meeting
TBD Policy reviews w/Leah and Matt
TBD Monthly agenda meeting with Library Board President
11-15-19 County Department Heads Meeting
11-18-19 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 was 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.

**231256 SHENANDOAH RIDGE ROAD
WAUSAU, WI 54403**

Marla Sepnafski
Director of the Wisconsin Valley Library Service
300 N. First Street
Wausau, WI 54403

Dear Marla,

I would like to thank you for your public comments that were shared at the Marathon Public Library Board of Trustees meeting on Monday, September 16, 2019. Unfortunately, I was not able to attend the meeting to hear your public comments. However, the transcript was shared with me.

I wanted to let you know that the Board of Trustees is only investigating the idea of the Marathon County Public Library moving to a different service area. We are moving very cautiously and want to make sure we have all the information necessary to make a sound, informed decision. Therefore, we would like to invite you to be on the agenda at our Board of Trustee meeting on Monday, December 16, at 12 p.m. to present information on WVLS.

At the presentation we would like to ask if you could share the benefits that WVLS brings to the library, costs, and any other information that you feel would be important for the Trustees to learn. We have several new Trustees on the Board so many of us are not familiar with the services WVLS provides to our library.

Again, thank you for sharing your concerns and we will look forward to learning more about WVLS in December. If this date does not work for you, please let me know.

Sincerely,

Sharon Hunter
Marathon county Public Library
Board of Trustees President
715 212 1672
shunteratdpi@msn.com

GL787 LIB 19 CIP TRANS Report Format 511

Period 9 ending September 30, 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	2,685.00		25,897.00	25,897.00	662,042.00	3.8
Act 8402 LIBRARY-MARKETING EQUIPM	848.00					848.00	

APR 777A LIBRARY CIP PROJECT	908,761.00	2,685.00		25,897.00	25,897.00	882,864.00	2.9

Or2 934 CIP PROJECTS	908,761.00	2,685.00		25,897.00	25,897.00	882,864.00	2.9

Sub 604 LIBRARY CIP PROJECTS	908,761.00	2,685.00		25,897.00	25,897.00	882,864.00	2.9

Report Final Totals	908,761.00	2,685.00		25,897.00	25,897.00	882,864.00	2.9
=====							

GL787

2020 ADMINISTRATOR BUDGET

Report Format 544

As of August 31, 2019

Transaction status 1
Rounding to Whole Dollars

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2018 ACTUAL	2019 ADOPTED	2019 MODIFIED	Actual as of run date	2020 REQUESTED	2020 RECOMM ADMIN
Or2 665 LIBRARY						
Cat 845 PUBLIC CHARGES FOR SERVICES						
Act 5114 FEE FOR PASSPORTS	30,410-			21,045-		
Act 5192 DUPLICATION FEES	10,243-			5,180-		
Act 5710 LIBRARY-PUBLIC CHARGES		75,000-	75,000-		60,000-	67,000-
Act 5711 LIBRARY-PUBLIC CHRGS FINES	65,446-			25,736-		
Cat 845 PUBLIC CHARGES FOR SERVICES	106,099-	75,000-	75,000-	51,961-	60,000-	67,000-
Cat 849 OTHER FINANCING SOURCES						
Act 9900 TRANSFERS FROM FUND BALANCE			238,464-			
Total Revenues	106,099-	75,000-	313,464-	51,961-	60,000-	67,000-
Cat 910 PERSONAL SERVICES						
Act 1110 SALARIES-PERMANENT-REGULAR F	550,938	537,291	537,291	315,812	546,309	546,309
Act 1111 SALARIES-PERMANENT-REGULAR P	123	32,737	32,737	21,654	33,516	33,516
Act 1210 WAGES-PERMANENT-REGULAR FT	726,909	769,553	769,553	519,310	778,348	778,348
Act 1211 WAGES-PERMANENT-REGULAR PT	635,100	662,349	662,349	401,695	650,878	650,878
Act 1250 WAGES-TEMPORARY-REGULAR	5,236	24,794	24,794	471	24,794	24,794
Act 1510 SOCIAL SECURITY EMPLOYERS SH	145,614	155,103	155,103	94,436	155,646	155,646
Act 1520 RETIREMENT EMPLOYERS SHARE	115,507	117,501	117,501	73,231	121,970	121,970
Act 1540 HOSPITAL/HEALTH INSURANCE	374,966	409,638	409,638	309,316	488,867	488,867
Act 1541 DENTAL INSURANCE	10,323	11,321	11,321	8,079	11,929	11,929
Act 1543 INCOME CONTINUATION INSURANC		7,727	7,727		7,769	7,769
Act 1544 HLTH INS-CONVERSION, RETIREE	14,214			28,511		
Act 1545 POST EMPLOYEE HEALTH PLAN	24,276	33,176	33,176	14,931	31,668	31,668
Act 1550 LIFE INSURANCE	644	1,121	1,121	378	1,134	1,134
Act 1560 WORKERS COMPENSATION PAYMENT	4,610	3,069	3,069	2,079	1,655	1,655
Act 1580 UNEMPLOYMENT COMPENSATION	3,507	2,025	2,025	1,698	2,035	2,035
Cat 910 PERSONAL SERVICES	2,611,968	2,767,405	2,767,405	1,791,602	2,856,518	2,856,518
Cat 920 CONTRACTUAL SERVICES						
Act 2130 ACCOUNTING/AUDITING FEES	1,170	1,200	1,200		1,200	1,200
Act 2141 INTERNET SERVICE	23,660	24,000	24,000	12,923	25,500	25,500
Act 2164 CONTRACT SERV-DEBT COLLECTIO	1,002	1,000	1,000	591	1,000	1,000
Act 2190 OTHER PROFESSIONAL SERVICES	6,500	6,500	6,500	6,500	6,500	6,500
Act 2250 TELEPHONE	11,806	8,000	8,000	4,872	8,500	8,500
Act 2433 MAINTENANCE CONTRACTS	9,470	21,000	21,000	1,565	21,000	11,000
Act 2490 SUNDRY REPAIR/MAINT SERV		2,500	2,500		2,500	2,500
Act 2561 LIBRARY FEES-REIMBURSE TO CN	7,383	9,500	9,500	5,374	9,500	9,500

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2020 ADMINISTRATOR BUDGET

Report Format 544

As of August 31, 2019

Transaction status 1
Rounding to Whole Dollars

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2018 ACTUAL	2019 ADOPTED	2019 MODIFIED	Actual as of run date	2020 REQUESTED	2020 RECOMM ADMIN
Or2 665 LIBRARY						
Cat 920 CONTRACTUAL SERVICES						
Act 2954 RFID EQUIP MAINT FEES	34,655	34,500	34,500	33,890	35,500	35,500
Act 2955 V-CAT FEES LIBR	72,439	75,040	75,040	74,842	76,500	76,500
Act 2957 COUNTY E-MAIL SERVICE	9,000	8,500	8,500		8,500	8,500
Act 2958 COUNTY NETWORK SUPPORT	1,133	3,000	3,000		4,000	4,000
Act 2959 TIMING SOFTWARE MAINT-LIBR	1,590	1,600	1,600		1,800	1,800
Act 2990 SUNDRY CONTRACTUAL SERVICES	10,281	5,460	5,460	8,633	9,000	9,000
Act 2994 CONTRACTUAL VAN/COURIER SERV	20,987	3,000	3,000	5,659	3,500	3,500
Act 2995 COMPUTER MAINT. CONTRACT		7,875	7,875	7,800	8,000	8,000
Act 2998 SUNDRY CONTR SERV-JACKETS LI	22,833	22,000	22,000	12,539	22,000	22,000
Act 2999 SUNDRY CONTR SERV-PROC AV LI	8,633	8,000	8,000	3,531	8,000	8,000
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Cat 920 CONTRACTUAL SERVICES	242,544	242,675	242,675	178,719	252,500	242,500
Cat 930 SUPPLIES & EXPENSE						
Act 3110 POSTAGE/BOX RENT	2,899	3,650	3,650	1,981	3,650	3,650
Act 3125 PAPER COPIER		2,000	2,000	2,242	2,250	2,250
Act 3126 PAPER - RECEIPTS	975	800	800	1,300	800	800
Act 3127 RFID TAGS-LIBR	7,928	10,500	10,500	7,196	10,500	10,500
Act 3130 PRINTING/DUPLICATION	10,277	7,000	7,000	6,557	9,000	9,000
Act 3161 BOOKS LIBRARY	284,021	282,250	282,250	155,437	282,250	282,250
Act 3168 AUDIO-VISUAL MATERIALS	80,561	64,000	64,000	34,728	64,000	64,000
Act 3190 OFFICE SUPPLIES	7,144	8,000	8,000	1,447	8,000	8,000
Act 3195 COMPUTER SUPPLIES	1,605			680		
Act 3220 SUBSCRIPTIONS NEWSPAPER/PERD	18,855	22,000	22,000	3,450	20,000	20,000
Act 3221 SUBSCRIPTIONS-ELECTRONIC RES	25,005	25,000	25,000	5,450	25,000	25,000
Act 3240 MEMBERSHIP DUES	401			299		
Act 3250 REGISTRATION FEES/TUITION	1,769	5,000	5,000	906	5,000	5,000
Act 3260 ADVERTISING	3,334	6,000	6,000	1,928	6,000	6,000
Act 3321 PERSONAL AUTO MILEAGE	3,001	4,000	4,000	1,437	4,000	4,000
Act 3340 COMMERCIAL TRAVEL	454					
Act 3350 MEALS		500	500	248	500	500
Act 3351 MEALS-NONOVERNIGHT/TAXABLE I	20					
Act 3360 LODGING	575	600	600	2,050	600	600
Act 3390 MEETING EXPENSES	2,640	2,000	2,000	3,698	2,000	2,000
Act 3497 LIBRARY OPERATING SUPPLIES	27,476	20,000	20,000	21,164	20,000	20,000
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Cat 930 SUPPLIES & EXPENSE	478,938	463,300	463,300	252,197	463,550	463,550
Cat 950 FIXED CHARGES						
Act 5140 GENERAL LIABILITY PREMIUM	12,415	12,500	12,500	3,454	9,250	9,250

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Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2018 ACTUAL	2019 ADOPTED	2019 MODIFIED	Actual as of run date	2020 REQUESTED	2020 RECOMM ADMIN
Or2 665 LIBRARY						
Cat 950 FIXED CHARGES						
Act 5151 BUILDING & CONTENTS INSURANC	10,964	11,000	11,000	10,964	14,000	14,000
Act 5190 OTHER INSURANCE	1,789	1,800	1,800	10,749	34,000	1,800
Act 5320 BUILDING/OFFICES RENT	42,377	55,000	55,000	40,520	55,000	55,000

Cat 950 FIXED CHARGES	67,545	80,300	80,300	65,687	112,250	80,050

Total Expenses	3,400,995	3,553,680	3,553,680	2,288,206	3,684,818	3,642,618

Or2 665 LIBRARY	3,294,897	3,478,680	3,240,216	2,236,245	3,624,818	3,575,618

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2020 ADMINISTRATOR BUDGET

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As of August 31, 2019

Transaction status 1
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Sub 101 GENERAL FUND		Agy 0870 LIBRARY				
Description	2018 ACTUAL	2019 ADOPTED	2019 MODIFIED	Actual as of run date	2020 REQUESTED	2020 RECOMM ADMIN
Or2 666 WVLS CONTRACTUAL SERVICE-LIBR						
Cat 848 MISCELLANEOUS REVENUE						
Act 8290 OTHER RENTS	42,153-	46,116-	46,116-	21,077-	42,153-	42,153-

Total Revenues	42,153-	46,116-	46,116-	21,077-	42,153-	42,153-
Cat 930 SUPPLIES & EXPENSE						
Act 3161 BOOKS LIBRARY	957					
Act 3169 E-BOOKS	26,433	27,116	27,116	28,085	23,153	23,153
Act 3240 MEMBERSHIP DUES	18,726	19,000	19,000	18,726	19,000	19,000

Cat 930 SUPPLIES & EXPENSE	46,116	46,116	46,116	46,811	42,153	42,153

Total Expenses	46,116	46,116	46,116	46,811	42,153	42,153

Or2 666 WVLS CONTRACTUAL SERVICE-LIBR	3,963			25,735		

Agy 0870 LIBRARY	3,298,860	3,478,680	3,240,216	2,261,979	3,624,818	3,575,618

Sub 101 GENERAL FUND	3,298,860	3,478,680	3,240,216	2,261,979	3,624,818	3,575,618

GL787 2020 ADMINISTRATOR BUDGET

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As of August 31, 2019

Transaction status 1
Rounding to Whole Dollars

Sub 252 LIBRARY GIFTS Agy 0870 LIBRARY

Description	2018 ACTUAL	2019 ADOPTED	2019 MODIFIED	Actual as of run date	2020 REQUESTED	2020 RECOMM ADMIN
Or2 667 LIBRARY GIFTS						
Cat 848 MISCELLANEOUS REVENUE						
Act 8110 INTEREST & DIVIDENDS ON INVE	2,518-			599-		
Act 8410 DONATIONS FROM PRIVATE ORG&I	100,494-			37,544-		

Cat 848 MISCELLANEOUS REVENUE	103,013-			38,143-		
Cat 849 OTHER FINANCING SOURCES						
Act 9900 TRANSFERS FROM FUND BALANCE		80,000-	94,427-		100,000-	100,000-

Total Revenues	103,013-	80,000-	94,427-	38,143-	100,000-	100,000-
Cat 930 SUPPLIES & EXPENSE						
Act 3161 BOOKS LIBRARY	88,586	80,000	94,427	49,732	100,000	100,000

Total Expenses	88,586	80,000	94,427	49,732	100,000	100,000

Or2 667 LIBRARY GIFTS				14,427-	11,589	

Agy 0870 LIBRARY				14,427-	11,589	

Sub 252 LIBRARY GIFTS				14,427-	11,589	

Report Final Totals	3,284,432	3,478,680	3,240,216	2,273,568	3,624,818	3,575,618
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2020
STATUTORY RESOURCE LIBRARY AGREEMENT
Between the
MARATHON COUNTY PUBLIC LIBRARY
And the
WISCONSIN VALLEY LIBRARY SERVICE

Article I: INTENT

The Marathon County Public Library (hereinafter referred to as MCPL) agrees to remain a member in good standing of the Wisconsin Valley Library Service (hereinafter referred to as WVLS) for the duration of this contract. MCPL further agrees to fulfill all the responsibilities required for system membership in accordance with the signed membership agreement between MCPL and WVLS and in compliance with Chapter 43 of the *Wisconsin Statutes*. In return, WVLS agrees to provide to MCPL the full range of goods and services offered to other member public libraries on the same basis as those goods and services are offered to those other member public libraries.

The provisions which follow are intended to formalize the relationship between the WVLS and the MCPL in its role as resource library for the WVLS for the year of 2020. This document incorporates by specific reference, as if set forth in full, all the terms and conditions of the WVLS Member Participation Agreement and is not intended to conflict therewith.

Signatures on this Agreement indicate that WVLS has designated MCPL as the resource library for WVLS and that MCPL has agreed to serve in that capacity. These actions are in accord with Wis. Stats. 43.16.

Article II: RESOURCE LIBRARY SERVICES

MCPL agrees to make its total collection available for the reference and interlibrary loan services which are provided to member libraries by WVLS staff. Access includes providing to any resident of the system area the same library services, on the same terms, that it provides its own residents. MCPL is entitled to make use of the collections of other system member libraries for general interloan purposes on the same terms that other system members are entitled to make use of MCPL materials for interloan purposes as a basic condition of system membership.

In accordance with Wis. Stats. 43.16(2) MCPL, as the resource library, is required to: (a) have a collection of at least 100,000 volumes; (b) be open to the public at least 50 hours each week; and (c) employ at least one full-time permanent reference librarian with a master's degree in library science. Should MCPL fail to meet all of the above requirements, the WVLS board shall enter into a supplementary contract with the academic library with the largest operating budget of all academic libraries in the system area, or with a resource library in an adjacent system.

Article III: SYSTEM SERVICES

WVLS is obligated by Wis. Stat. 43.24(2)(b) to provide backup reference, information and interlibrary loan services from the resource library, including the development of and access to specialized collections.

Article IV: OTHER PROVISIONS

A. Negotiations for renewal or revision of this contract for 2020 shall begin no later than July 1, 2020. This Agreement may be modified by mutual written consent of both parties.

B. The term of this Agreement shall be January 1 – December 31, 2020. If no Agreement for 2020 can be reached through the negotiation process, this contract can be extended through 2020 by the Department of Public Instruction’s Division for Libraries and Technology in accordance with Wis. Stat. 43.16(1)(a).

SIGNED: MARATHON COUNTY PUBLIC LIBRARY

By: _____ Date _____
SHARON HUNTER, President, MCPL Board of Trustees

By: _____ Date _____
RALPH ILLICK, Director, MCPL

SIGNED: WISCONSIN VALLEY LIBRARY SERVICE

By: Tom Bobrofsky Date 9/21/19
TOM BOBROFSKY, President, WVLS Board of Trustees

By: Marla Sepnafski Date 9/21/19
MARLA SEPNAFSKI, Director, WVLS

**MCPL/WVLS SUPPLEMENTARY SERVICES AGREEMENT
(January 1, 2020 – December 31, 2020)**

Article I: INTENT

The provisions which follow are intended to formalize the relationship between the Wisconsin Valley Library Service (hereinafter referred to as WVLS) and the Marathon County Public Library (hereinafter referred to as MCPL) in its role as resource library for the WVLS. These provisions concern services and transactions which are of mutual benefit to both parties and are not part of the Statutory Resource Library Agreement between these parties.

This document incorporates, by specific reference as if set forth in full, all of the terms and conditions of the Wisconsin Valley Library Service Member Participation Agreement and is not intended to conflict therewith.

Article II: FACILITIES AND SUPPORT SERVICES PROVIDED BY MCPL

A. Rent

MCPL agrees to provide to WVLS space in their Wausau location for use as general WVLS office and storage space. Refer to Exhibit A for the specific areas occupied by WVLS.

The annual rental charge includes utilities, janitorial services, use of the staff lounge, restrooms, and MCPL's public meeting room on a scheduled basis for WVLS business. WVLS staff shall refer requests for repair/maintenance services to MCPL Director. The Marathon County Facilities and Capital Management Department retains the discretion as to any action taken on maintenance and repair services. If a request is denied, the MCPL Director will explain denial to WVLS and attempt to work out alternative actions.

It is the responsibility of WVLS to furnish those areas which it rents, and MCPL and WVLS will each maintain proper ownership records for their own equipment, furniture, etc.

MCPL reserves the right to lease space to WVLS on a semi-annual basis. Under this arrangement, WVLS will pay its rent within the first and third quarters of the year upon receipt of bill for same from MCPL. The payment for rent is nonrefundable.

Likewise, WVLS reserves the right to lease space from MCPL on a quarterly basis. Under this arrangement, WVLS will pay its rent quarterly upon receipt of bill for same from MCPL. The payment for rent is nonrefundable.

Should either agency wish to sever this landlord/tenant relationship within the term of this agreement, a 90-day notice shall be provided to the board of trustees of each agency.

B. Photocopying

MCPL will attempt to include WVLS in MCPL copier contracts. As provided by those contracts, agrees to try to provide the WVLS office with a working photocopy machine of similar age and with similar features as other MCPL machines; and agrees to invoice WVLS for the use it makes of these photocopy machines at a rate which is no higher than that paid to the vendor by MCPL.

C. Telecommunications

WVLS participates in the telephone services in place in the main facility of MCPL. WVLS shall pay all its telecommunication charges upon receipt of bill. WVLS utilizes and controls specified lines and will pay all ongoing charges arising from their use. WVLS will pay all costs arising from any WVLS-requested changes to this configuration (including possible installation of high-speed data lines).

D. Payments

All payments by WVLS to MCPL pursuant to this section shall be paid as set forth in Exhibit B attached hereto and incorporated by specific reference.

Article III: SUPPORT SERVICES PROVIDED BY WVLS

Collection Development

WVLS provides MCPL with a collection development grant to enhance its specialized collections. This grant will be spent, in its entirety, during the term of this agreement.

Article IV: GOVERNANCE

MCPL recognizes its unique position as the resource library for the WVLS and its statutory requirement to provide, at all times, at least one member of its library board to serve as a member of the WVLS Board of Trustees.

Directors of both MCPL and WVLS shall share all minutes of open session board meetings with the other's governing board. They shall also make themselves available to various committees of each other's boards for purposes of planning which affects both agencies, acting as information providers, etc.

The MCPL representative to the WVLS board shall, in the course of his/her duties, attend board meetings of each agency and, in so doing, report on the status and current operations of the agency represented.

MCPL holds a permanent seat on the WVLS Library Advisory Committee.

Article V: OTHER PROVISIONS

A. Future Agreements

Negotiations for renewal or revision of this Agreement for 2021 shall begin no later than July 1, 2020. This Agreement may be modified by mutual written consent by both parties.

B. Term of Agreement

The term of this Agreement shall be January 1 – December 31, 2020.

SIGNED: MARATHON COUNTY PUBLIC LIBRARY

By: _____ Date _____
SHARON HUNTER, President, MCPL Board of Trustees

By: _____ Date _____
RALPH ILLICK, Director, MCPL

SIGNED: WISCONSIN VALLEY LIBRARY SERVICE

By: Tom Bobrofsky _____ Date 9/21/19
TOM BOBROFSKY, President, WVLS Board of Trustees

By: Marla Sepnafski _____ Date 9/21/19
MARLA SEPNAFSKI, Director, WVLS

EXHIBIT A

RENT FOR WVLS OFFICE SPACE IN MCPL'S WAUSAU FACILITY

Kitchen	155	square feet
Server Room	104	" "
Office Suite I	1,992	" "
Office Suite II	297	" "
Delivery Area	46	" "
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	2,594	square feet

The space occupied by WVLS and the cost of renting that space will be addressed annually by the MCPL and WVLS Board of Trustees.

In September 2019, the MCPL Board agreed to rent space to WVLS for \$16.25/sq. ft. for a one-year period (2020).

2,594 sq. ft. x \$16.25/sq. ft. = **\$42,153** (2020 annual rent).

EXHIBIT B

FINANCIAL IMPACT OF MCPL/WVLS 2020 SUPPLEMENTARY SERVICES AGREEMENT

Re: Article II: Facilities & Support Services Provided by MCPL to WVLS

A. Rent	As determined by MCPL Board of Trustees, WVLS pays MCPL in 2020:	
	January 1- March 31, 2020	\$10,538.25
	April 1 - June 30, 2020	\$10,538.25
	July 1 - September 30, 2020	\$10,538.25
	October 1 - December 31, 2020	\$10,538.25

B. Photocopying	Based on WVLS use at MCPL internal per copy cost. Invoiced by MCPL in 2020.	Per use
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C. Telecommunications	Based on WVLS use. Invoiced by Marathon County in 2020.	Per use
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Re: Article III: Support Services Provided by WVLS to MCPL

Collection Development	WVLS' contribution to enhance specialized collections of the resource library. Invoiced by MCPL in 2020.	\$10,000
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