



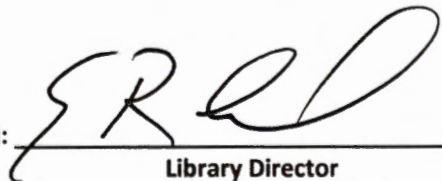
COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

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

AGENDA

1. (12:00 p.m.) Call to Order
2. Acknowledgement of Visitors
3. Approval of Minutes
4. Bills and Services Report
5. (10 minutes) Public Comments
6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.
 - A. President
 - B. Other Board Members
 - C. Library Director
 - D. Board Committees
 - E. Friends of the Library
 - F. MCPL Foundation
 - G. Wisconsin Library Trustees & Friends (WLTF)
 - H. Wisconsin Valley Library Service
7. (10 minutes) Marathon County Literacy Council – For Discussion and Informational Purposes Only
8. (20 minutes) Discussion about MCPL Staff Development Day and Marathon County MLK Day On Training – For Discussion and Possible Action
9. (5 minutes) Update on Renovations Planning with Engberg Anderson – For Discussion and Informational Purposes Only
10. (5 minutes) MCPL Policy Review – For Discussion and Possible Action
 - Lost or Damaged Library Materials Standard Charged – 10.28
- 11.(5 minutes) County Annual Evaluations Update – For Discussion and Informational Purposes Only
- 12.(5 minutes) 2020 MCPL Holidays – For Discussion and Possible Action
- 13.(5 minutes) Roofing Repairs Update – For Discussion and Informational Purposes Only
- 14.(5 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
15. Announcements
16. Request for Future Agenda Items
17. Next Meeting Dates
 - Monday 12/16/2019
 - Monday 01/20/2020
 - Monday 02/17/2020
 - Monday 03/16/2020
18. 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: November 12, 2019
FAXED TIME: 11:36 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

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

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

Excused:

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, and 30 visitors

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

A motion was made by Scott Winch to approve the Board of Trustee minutes from the September 16, 2019 meeting. Seconded by Mai Ger Moua. Motion carried.

A motion was made by Kari Sweeney to approve the Bills & Services report for September 2019. Seconded by Sarah Thurs. Motion carried.

Public Comments

Staff from WVLS presented information on their collaborations.

Julie Bunczak spoke on behalf of the Central WI Book Festival Committee.

President – No Report

Other Board Members – Board Member Thurs reported she talked to Blake at River District regard the street signs pointing to the library. The library would be responsible for the cost of the sign, if we would like to move forward we would need to fill out paperwork.

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

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – No Report

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet. Board Member Sweeney was not able to attend their last meeting, but wanted to be on the record that there are clearly some concerns about potential changes to the system.

Corporation Counsel Review of Library Agreements

Corporation Counsel Corbett discussed existing agreements between the Library and Facilities and Capital Management department. County Administrator Karger will take the next steps in bringing us in compliance with the agreement.

South Central Library Systems Presentation about their Services Model and Standards

South Central Library Systems gave a presentation introducing services they provide as a system library.

Board Member Rosenberg would like a task force formed to better understand the two systems. Both Board Members Sweeney and Moua agree they would like to better understand the two systems also.

A Motion was made by Katie Rosenberg to create a task force to better understand the two systems. Seconded by Gary Beaström. Motion carried.

Branch Library Services Hours Proposal

The changes will be implemented in January 2020. This would give ample time to inform the public. No programming will be cut, things might need to be slightly modified to accommodate the new hours.

A Motion was made by Scott Winch to accept the Branch Library Services Hours Proposal as presented. Seconded by Kari Sweeney. Motion carried.

2020 Budget

The budget is what we originally presented. There were a few changes that we have discussed with County Administrator Karger.

A Motion was made by Sarah Thurs to approve the 2020 Budget as presented. Seconded by Katie Rosenberg. Motion carried.


WVLS Service Agreement

A Motion was made by Kari Sweeney to approve the 2020 WVLS Service Agreement. Seconded by Katie Rosenberg. Motion carried.

Announcements – None

Request for Future Agenda Items - None

A Motion was made by Katie Rosenberg to adjourn the meeting at 1:10 p.m. Seconded by Mai Ger Moua. Motion carried.



Library Director

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

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, Mai Ger 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

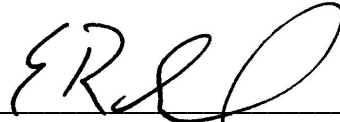
The alarm system works with keycards. When you enter the building with your keycard it disengages the alarm. We have sensors in the ceilings in specific areas to detect glass breaking. We have fire sensors for fire alarms. There are also panic buttons in several locations. We learned several months ago 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

Period: 10 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS UNIQUE MANAGEMENT SERVICES	62.65
	CONTRACT SERV-DEBT COLLECTIONS	62.65
101 000000000066592433	MAINTENANCE CONTRACTS SYSTEMS TECHNOLOGIES	1,967.08
	MAINTENANCE CONTRACTS	1,967.08
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES SYSTEMS TECHNOLOGIES NORTHSTAR ENVIRONMENTAL TEST	600.00 415.00
	SUNDRY CONTRACTUAL SERVICES	1,015.00
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	1,356.15
	SUNDRY CONTR SERV-JACKETS LIBR	1,356.15
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR BAKER & TAYLOR COMPANY	327.46
	SUNDRY CONTR SERV-PROC AV LIBR	327.46
101 000000000066593130	PRINTING/DUPLICATION MARCO	519.18
	PRINTING/DUPLICATION	519.18
101 000000000066593161	BOOKS LIBRARY BAKER & TAYLOR COMPANY AMAZON CAPITAL SERVICES SPLASH 5	15,449.56 684.26 107.80
	BOOKS LIBRARY	16,241.62
101 000000000066593168	AUDIO-VISUAL MATERIALS BAKER & TAYLOR COMPANY AMAZON CAPITAL SERVICES MIDWEST TAPE LLC	2,436.47 536.33 573.49
	AUDIO-VISUAL MATERIALS	3,546.29
101 000000000066593260	ADVERTISING WAUSAU AREA NEWCOMER SERVICE	22.00
	ADVERTISING	22.00

Period: 10 2019

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593321	PERSONAL AUTO MILEAGE WINCH, SCOTT	20.00
	PERSONAL AUTO MILEAGE	20.00
101 000000000066593497	LIBRARY OPERATING SUPPLIES DEMCO INC AMAZON CAPITAL SERVICES	352.27 17.48
	LIBRARY OPERATING SUPPLIES	369.75
	LIBRARY 665 TOTAL:	25,848.51

Period: 10 2019

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	540.87
UW MARATHON COUNTY	245.00
WSAW TV	750.00
AMAZON CAPITAL SERVICES	97.87
BEOTIS CREATIVE	386.46
BOOKS LIBRARY	<u>2,020.20</u>
LIBRARY GIFTS 667 TOTAL:	<u>2,020.20</u>
Report Total:	<u><u>27,868.71</u></u>

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 665 LIBRARY							
APR 711A LIBRARY LVL 1-PERS SERVICE							
Cat 910 PERSONAL SERVICES							
Act 1110 SALARIES-PERMANENT-REGUL	537,291.00	36,937.60		389,687.04	389,687.04	147,603.96	72.5
Act 1111 SALARIES-PERMANENT-REGUL	32,737.00	2,507.52		26,669.35	26,669.35	6,067.65	81.5
Act 1210 WAGES-PERMANENT-REGULAR	769,553.00	61,206.40		640,798.88	640,798.88	128,754.12	83.3
Act 1211 WAGES-PERMANENT-REGULAR	662,349.00	46,989.99		499,189.43	499,189.43	163,159.57	75.4
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	10,622.38		117,770.90	117,770.90	37,332.10	75.9
Act 1520 RETIREMENT EMPLOYERS SHA	117,501.00	8,780.50		90,601.16	90,601.16	26,899.84	77.1
Act 1540 HOSPITAL/HEALTH INSURANC	409,638.00	34,703.05		377,127.71	377,127.71	32,510.29	92.1
Act 1541 DENTAL INSURANCE	11,321.00	866.14		9,772.63	9,772.63	1,548.37	86.3
Act 1543 INCOME CONTINUATION INSU	7,727.00					7,727.00	
Act 1544 HLTH INS-CONVERSION, RET				30,323.41	30,323.41	30,323.41-	
Act 1545 POST EMPLOYEE HEALTH PLA	33,176.00	1,806.00		18,480.00	18,480.00	14,696.00	55.7
Act 1550 LIFE INSURANCE	1,121.00	46.72		468.54	468.54	652.46	41.8
Act 1560 WORKERS COMPENSATION PAY	3,069.00	192.31		2,466.22	2,466.22	602.78	80.4
Act 1580 UNEMPLOYMENT COMPENSATIO	2,025.00	148.00		1,996.60	1,996.60	28.40	98.6
<hr/>							
APR 711A LIBRARY LVL 1-PERS SERVICE	2,767,405.00	204,806.61		2,205,822.71	2,205,822.71	561,582.29	79.7
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			14,798.46	14,798.46	9,201.54	61.7
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	62.65		716.00	716.00	284.00	71.6
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00			6,500.00	6,500.00		****
Act 2250 TELEPHONE	8,000.00	151.42		6,153.94	6,153.94	1,846.06	76.9
Act 2433 MAINTENANCE CONTRACTS	21,000.00	1,967.08		3,532.06	3,532.06	17,467.94	16.8
Act 2490 SUNDRY REPAIR/MAINT SERV	2,500.00					2,500.00	
Act 2561 LIBRARY FEES-REIMBURSE T	9,500.00			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	350.00	****
Act 2958 COUNTY NETWORK SUPPORT	3,000.00			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	1,015.00		10,171.05	10,171.05	4,711.05	****
Act 2994 CONTRACTUAL VAN/COURIER	3,000.00	401.33		6,461.59	6,461.59	3,461.59	****
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	1,356.15		15,084.00	15,084.00	6,916.00	68.6
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	327.46		4,380.55	4,380.55	3,619.45	54.8

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 665 LIBRARY							
APR 711B LIBRARY LVL 1-OPERATING							
Cat 930 SUPPLIES & EXPENSE							
Act 3110 POSTAGE/BOX RENT	3,650.00	190.12		2,383.96	2,383.96	1,266.04	65.3
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	519.18		8,111.57	8,111.57	1,111.57	****
Act 3161 BOOKS LIBRARY	282,250.00	16,241.62		189,476.72	189,476.72	92,773.28	67.1
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	3,546.29		45,097.71	45,097.71	18,902.29	70.5
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			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		185.00		484.00	484.00	484.00	-
Act 3250 REGISTRATION FEES/TUITIO	5,000.00			1,852.50	1,852.50	3,147.50	37.1
Act 3260 ADVERTISING	6,000.00	22.00		2,600.58	2,600.58	3,399.42	43.3
Act 3321 PERSONAL AUTO MILEAGE	4,000.00	20.00		1,705.73	1,705.73	2,294.27	42.6
Act 3350 MEALS	500.00			248.00	248.00	252.00	49.6
Act 3360 LODGING	600.00			2,050.28	2,050.28	1,450.28	****
Act 3390 MEETING EXPENSES	2,000.00	1,596.12		5,379.43	5,379.43	3,379.43	****
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	2,446.10		24,590.04	24,590.04	4,590.04	****
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			42,140.08	42,140.08	12,859.92	76.6
APR 711B LIBRARY LVL 1-OPERATING	786,275.00	30,047.52		574,515.52	574,515.52	211,759.48	73.1
Or2 665 LIBRARY	3,553,680.00	234,854.13		2,780,338.23	2,780,338.23	773,341.77	78.2

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 666 WVLS CONTRACTUAL SERVICE-LI							
APR 711B LIBRARY LVL 1-OPERATING							
Cat 930 SUPPLIES & EXPENSE							
Act 3169 E-BOOKS		27,116.00		28,084.67	28,084.67	968.67-****	
Act 3240 MEMBERSHIP DUES		19,000.00		18,726.44	18,726.44	273.56	98.6

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

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

Agy 0870 LIBRARY	3,599,796.00	234,854.13		2,827,149.34	2,827,149.34	772,646.66	78.5

Sub 101 GENERAL FUND	3,599,796.00	234,854.13		2,827,149.34	2,827,149.34	772,646.66	78.5

GL787 LIB 19-OBL vs BUDGET Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 252 LIBRARY GIFTS Agy 0870 LIBRARY

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 667 LIBRARY GIFTS							
APR Z712 LIBRARY GIFTS (EXP)							
Cat 930 SUPPLIES & EXPENSE							
Act 3161 BOOKS LIBRARY	94,427.00	2,209.24		67,530.76	67,530.76	26,896.24	71.5

Or2 667 LIBRARY GIFTS	94,427.00	2,209.24		67,530.76	67,530.76	26,896.24	71.5

Agy 0870 LIBRARY	94,427.00	2,209.24		67,530.76	67,530.76	26,896.24	71.5

Sub 252 LIBRARY GIFTS	94,427.00	2,209.24		67,530.76	67,530.76	26,896.24	71.5

Report Final Totals	3,694,223.00	237,063.37		2,894,680.10	2,894,680.10	799,542.90	78.4
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GL787 LIB 19 MAINT OBL VS BUDGET Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 101 GENERAL FUND Agy 0590 OTHER GENERAL GOVERNMENT

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 206 LIBRARY - BLDG MAINTENANCE							
APR 561F MAINT LIBR LVL 1-OPERATIN							
Cat 920 CONTRACTUAL SERVICES							
Act 2170 PEST EXTERMINATION	420.00	30.00		300.00	300.00	120.00	71.4
Act 2210 WATER/SEWER	35,000.00	24,426.57		30,214.30	30,214.30	4,785.70	86.3
Act 2220 ELECTRIC	42,000.00	3,066.57		27,953.35	27,953.35	14,046.65	66.6
Act 2240 NATURAL/PROPANE GAS	9,000.00	409.10		7,677.99	7,677.99	1,322.01	85.3
Act 2450 GROUNDS/GROUND IMPROVEME	100.00					100.00	
Act 2460 BUILDING SERVICE EQUIP R	1,500.00	322.40		8,633.49	8,633.49	7,133.49	****
Act 2470 BUILDING REPAIRS	500.00	176.40		1,403.70	1,403.70	903.70	****
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		2,527.62	2,527.62	27.62	****
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	8,000.00	1,004.97		6,345.24	6,345.24	1,654.76	79.3
Act 3460 CLOTHING/UNIFORM	600.00	23.76		328.71	328.71	271.29	54.8
Act 3540 PAINTING SUPPLIES	300.00			20.43	20.43	279.57	6.8
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00			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	29,463.14		90,097.04	90,097.04	14,722.96	86.0
Or2 206 LIBRARY - BLDG MAINTENANCE	104,820.00	29,463.14		90,097.04	90,097.04	14,722.96	86.0
Agy 0590 OTHER GENERAL GOVERNMENT	104,820.00	29,463.14		90,097.04	90,097.04	14,722.96	86.0
Sub 101 GENERAL FUND	104,820.00	29,463.14		90,097.04	90,097.04	14,722.96	86.0
Report Final Totals	104,820.00	29,463.14		90,097.04	90,097.04	14,722.96	86.0

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of October 2019

Branch	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE	2018 YEAR-to-DATE	2019 YEAR-to-DATE	% CHANGE
ATHENS	1,887	2,208	17.01%	16,600	16,792	1.16%
EDGAR	2,160	2,138	-1.02%	17,571	19,204	9.29%
HATLEY	2,789	2,950	5.77%	24,481	26,657	8.89%
MARATHON	3,720	3,755	0.94%	34,008	34,401	1.16%
MOSINEE	3,721	3,462	-6.96%	37,331	36,620	-1.90%
ROTHSCHILD	11,176	10,459	-6.42%	106,163	104,243	-1.81%
SPENCER	1,920	1,914	-0.31%	18,686	18,884	1.06%
STRATFORD	2,096	2,231	6.44%	20,554	20,739	0.90%
WAUSAU	36,966	37,145	0.48%	381,361	368,655	-3.33%
WAUSAU DRIVE UP	1,188	1,374	15.66%	11,679	11,463	-1.85%
HOMEBOUND	1,448	1,135	-21.62%	12,158	10,974	-9.74%
ILL	79	158	100.00%	1,208	1,255	3.89%
OVERDRIVE	10,693	11,545	7.97%	100,278	112,034	11.72%
GRAND TOTAL	79,843	80,474	0.79%	782,078	781,921	-0.02%

**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

October 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	23	1	138	0	0	634	0	796	16,792	4.74%	
EDGAR	8	4	109	0	0	0	1	122	19,204	0.64%	
HATLEY	0	84	80	2,126	1,458	0	2	3,750	26,657	14.07%	
MARATHON	15	144	96	4	5	21	0	285	34,401	0.83%	
MOSINEE	2	4	24	73	15	6	15	139	36,620	0.38%	
ROTHSCHILD	130	2	192	1,440	176	35	15	1,990	104,243	1.91%	
SPENCER	1,442	0	0	0	0	27	53	1,522	18,884	8.06%	
STRATFORD	96	0	0	0	0	29	75	200	20,739	0.96%	
WAUSAU	1,149	1,237	6,426	2,541	3,731	317	105	15,506	368,655	4.21%	
WAUSAU DRIVE UP	1	15	362	8	1	0	0	387	11,463	3.38%	
MISC*									124,263		
TOTAL MCPL	2,866	1,491	7,427	6,192	5,386	1,069	266	24,697	781,921	3.16%	
% of CIRC											
by COUNTY	0.37%	0.19%	0.95%	0.79%	0.69%	0.14%	0.03%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of October 2019

	2018 CURRENT MONTH	2019 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	63,502	64,385	1.39%
RESIDENT CHILD	9,428	9,302	-1.34%
HOMEBOUND	209	189	-9.57%
STAFF	63	68	7.94%
TEMPORARY	256	239	-6.64%
TOTAL FOR MARATHON COUNTY	73,458	74,183	0.99%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,785	2,855	2.51%
CHILD	251	233	-7.17%
TEMPORARY	14	16	14.29%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,050	3,104	1.77%
INTERLIBRARY LOAN			
ILL	531	533	0.38%
GRAND TOTAL	77,039	77,820	1.01%

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

THE PAST MONTH

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

Library Services Report

October 2019

News

- Inventory: Adult Nonfiction just reached 700s. J DVD is at KAB
- Proctoring: 5 exams
- Leah held rounding with individual staff
- Leah attended weekly operations meetings
- Leah met with Heather W to discuss future staffing schedules
- Leah attended Department Heads meeting for Ralph
- Leah attended the Library Board meeting
- Youth services team held general meeting
- Leah met with Dan R to discuss Friends of the Library and new service hours promotions
- Leah attended policy and procedure meeting with Ralph and Matt
- Julie organized reference tally week for staff
- Dan led a Reference USA training session at the Entrepreneurial and Education Center in Wausau
- Dan attended a meeting for the local 2020 Census Complete County Committee
- Chad met with the Central Wisconsin Book Festival committee for a post-festival wrap-up meeting
- Chad gave a tour of the library to students with the Wausau School District's Stepping Stones Transition Education Program
- Kate S and Katie Z had Spencer branch visit on Oct. 9th and Marathon branch visit on Oct. 30th

Events and Programs

Youth Services Events

- Story Times:
 - Book Babies: 4 programs; participants—169
 - Tales for Tots: 10 programs; participants—201
 - Preschool Story Time: 9 programs; participants—129
 - Daycare Story Time: 3 programs; participants—180

- Play and Learn Story Time: 4 programs; participants—163
- Family Story Time: 2 programs; participants—80
- Oct. 2: LENA Wednesday—14
- Oct. 3: LENA Thursday—33
- Oct. 3: Pokemon Club—38
- Oct. 5: Harvest Fest—100
- Oct. 7: TAG—3
- Oct. 9: Building Challenge—6
- Oct. 9: LENA Wednesday—14
- Oct. 10: LENA Thursday—30
- Oct. 12: Books on the Bus—106
- Oct. 15: Wausau School District Leadership Tour—6
- Oct. 16: Books on the Bus—74
- Oct. 16: LENA Wednesday—17
- Oct. 16: Warrior Wednesday—2
- Oct. 17: LENA Thursday—34
- Oct. 17: WI Science Festival Tween—3
- Oct. 19: WI Science Festival Family—96
- Oct. 22: 1000 Books Before Kindergarten Head Start Story Time—87
- Oct. 23: LENA Wednesday—13
- Oct. 24: LENA Thursday—27
- Oct. 24: Toy Story 4 Children’s Matinee; 2 showings—79
- Oct. 25: Shadow Figure Drawing—33
- Oct. 28: Pajama Story Time—8
- Oct. 29: 1000 Books Before Kindergarten Head Start Story Time—100
- Oct. 30: LENA Wednesday—15
 - **Number of October Youth Services programs –57**
 - **Total attendance for October Youth Services programs –1860**

Adult/All Ages Events

- Oct. 1: MCPL/WPR Documentary: “Not Enough Apologies”; attendance – 13
- Oct. 2: Library Learning: Intro to Excel – 7
- Oct. 3: Monthly Needle Arts program – 6
- Oct. 8: MCPL Movie Night: “The Public” (rescreen from September) – 8
- Oct. 15 and 17: Tiles of Terror craft program – 12

- Oct. 21: Women’s Night Out book club – 8
- Oct. 23: Readers of Classic Literature book club – 6
- Oct. 26: Cooking Demonstration with Inga Witscher – 53
- Oct. 28: School Safety program w/author David Perrodin – 8
- Oct. 29: MCPL Documentary Night: “Scary Stories” - 3
 - **Number of adult programs – 11**
 - **Total attendance for October adult programs – 124**

Media Summary

Social Media Statistics:

- Facebook (MCPL): 3,577 likes (+28)
- Twitter: 1,200 followers (-3)
- Pinterest: 956 followers (+0)
- Goodreads: 283 friends (+3); 1,232 reviews (+5)
- Instagram: 530 followers (+22)

Hot Happenings in the River District (email newsletter)

- October 2- MCPL Movie Night – “The Public”
- October 9- Tiles of Terror
- October 16- Children’s Matinee-“Toy Story 4”
- October 23- MCPL Live: Cooking with Inga Witscher
- October 30- MCPL Movie Night- “Rocketman”

WAOW Channel 9

- October 28- Marathon County Public Library holds discussion on school safety
<https://waow.com/news/wisconsin-news/2019/10/28/marathon-county-public-library-holds-discussion-on-school-safety>

WSAU News/Talk 550 AM

- October 28- Wausau library to screen ‘Scary Stories to Tell in the Dark’ documentary
<https://wsau.com/news/articles/2019/oct/28/wausau-library-to-screen-scary-stories-to-tell-in-the-dark-documentary/951747>
- October 29- Lecture on school safety
<https://wsau.com/news/articles/2019/oct/29/lecture-on-school-safety/951886/>

WSAW Channel 7

- October 2- Harvest Fest to be held Saturday in downtown Wausau
<https://www.wsaw.com/fox/content/news/Harvest-Fest-to-be-held-Saturday-in-downtown-Wausau-561964621.html>
- October 11- TV host Inga Witscher to lead free cooking demonstration in Wausau
https://www.wsaw.com/content/news/TV-host-Inga-Witscher-to-lead-free-cooking-demonstration-in-Wausau-562816611.html?fbclid=IwAR1Ba7IEtS5wiAZFZO6MrjdhkOr-XmGgJVdIpXNrmpKC_xWK9WlvchoMnY8
- October 19- Wisconsin Science Festival comes to Wausau (Library Services, Rose DeHut)
<https://www.wsaw.com/fox/content/news/Wisconsin-Science-Festival-comes-to-Marathon-County-563461191.html>

City Pages

- October 3- Big Guide- Wausau: MCPL Movie Night-“The Public,” Harvest Fest Story Time & Crafts, Building Challenges; Athens: DIY Dishcloths; Hatley: Outside the Lines-A Family Coloring Party, Fire Safety Story Time; Marathon City: Pete the Cat Story Time; Mosinee: International Trips and Tips-Machu Picchu, National Octopus Day Celebration; Stratford: Genealogy Hunters
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- October 10- Big Guide- Wausau: Tiles of Terror, Books on the Bus; Athens: Craft Supply Swap Day, Family Pajama Story Time; Edgar: Family Adventure Night-Scooby-Doo; Hatley: Create a Monster!; Mosinee: Library Learning-Internet Basics; Rothschild: Yarn Weaving Décor; Stratford: Herbal Soaps and Household Cleaners
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- October 17- Halloween Happenings- Edgar: Discover the Paranormal
Big Guide- Wausau: Children’s Matinee-“Toy Story 4,” Create Shadow Drawings; Athens: Family Pajama Story Time; Hatley: Fall Refrigerator Magnets, Create a Monster!; Marathon City: School Safety in America with Dr. David Perrodin; Mosinee: Library Learning-Internet Basics; Rothschild: Yarn Weaving Décor, Saturday Spotlight-Llamas, Escape Room Family Adventure; Stratford: Quilting and Beyond, Passport Application Event, Learn to Quilt
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups
- October 24- Kids Corner Calendar- Wausau: Create Shadow Drawings, Family Pajama Story Time, MCPL Documentary Night-“Scary Stories,” Pokémon Club, Button Pumpkin Mosaics, “Frozen” Sing-Along, MCPL Movie Night-“Spider-Man: Far From Home,” Building Challenges, Bright and Colorful-Winter Landscapes, Hibernate Migrate Activate-How Animals Survive Winter, Book Bowl-The Prequel, Winter Fest Stories & Crafts; Athens: Monster Mash Story Time, Family Pajama Story Time, Pumpkin Pie Craft, Glittery Icicle Craft; Edgar: Family Adventure Night-Paw Patrol, Family Adventure Night-Wild Kratts; Hatley: Fall Refrigerator Magnets, Monster Mash Story Time, Outside the Lines-A Family Coloring Party, DIY Coasters!, Harvest Story Time, DIY Magazine Trees, It’s SNOW-time, Cut-Out Snowflake Day, Card Playing Day, Winter-Themed Escape Rooms, Pete the Cat Story Time; Marathon City: Monster Mash Story Time, MCPL DIY-Leaf Art, Harvest Story Time, DIY Watercolor Art, DIY Photo Coasters, Kids Needle Arts Night-Dry Felting, Recycled Paper Décor; Mosinee: What Do You Believe?, “Coco” Party, Button Craft Day, Story Time Yoga, Winter Hat Craft; Rothschild: Escape Room Family Adventure, Pete the Cat Story Time, Saturday Spotlight-Pirates, DIY-Winter Bird Feeders, Saturday Spotlight-Penguins, Stuffed Animal Sleepover, New Year’s Eve Story Time; Stratford: Spooky Slime Lab, Learn to Quilt, The Magical World of Narnia
Family Story Time; Play & Learn Story Time; Preschool Story Time; Tales for Tots; Book Babies; Play & Learn Playgroups

Big Guide- Wausau: MCPL Live-Cooking with Inga Witscher, MCPL Documentary Night- "Scary Stories;" Hatley: Fall Refrigerator Magnets; Mosinee: What Do You Believe?

- October 31- Big Guide- Wausau: Friends of MCPL Book Sale, MCPL Movie Night- "Rocketman," Teen Karaoke Night, Pokémon Club; Hatley: DIY Coasters!, Outside the Lines-A Family Coloring Party; Marathon City: MCPL DIY-Leaf Art, Podcast Discussion Group

Hub-City Times

- October 27- Now That's Entertainment Calendar: October 30-November 5- Spencer: Cribbage at the Library, Catch Yourself Before You Fall
<https://hubcitytimes.com/2019/10/27/now-thats-entertainment-oct-30-nov-5-2019>
- October 30- Now That's Entertainment Calendar- Spencer: Cribbage at the Library, Catch Yourself Before You Fall

Mosinee Times

- October 3- Learn about ancient city of Machu Picchu at MCPL Mosinee Branch; MCPL Book Clubs, October 2019- Edgar: "Evicted;" Hatley: "The Cuckoo's Calling;" Marathon City: "Turtles All the Way Down;" MCPL Youth Library Events Week of October 6-12- Hatley: Fire Safety Story Time; Mosinee: National Octopus Day Celebration Children's Story Times at the Marathon County Public Library- Play and Learn- Edgar, Hatley, Mosinee
- October 10- Learn to navigate the internet with free class at MCPL Mosinee Branch; MCPL Youth Events- Edgar: Family Adventure Night-Scooby-Doo, Home School Huddle; MCPL Book Clubs, October 2019- Mosinee: "The Death of Mrs. Westaway;" Spencer: "A Fall of Marigolds;" Stratford: "An American Marriage"
- October 31- MCPL Mosinee Branch to host talk on freedom of the press on November 11

Record Review

- October 2- Marathon native explores roots (about Central Wisconsin Book Festival event "A Conversation with Craig Thompson") Athens: DIY Dishcloth, Building Challenge, Needle Arts; Edgar: Edgar: Home School Huddle, Family Adventure Night-Scooby-Doo; Marathon City: Fall Craft Day, Pete the Cat Story Time; Stratford: Book Club-"An American Marriage," Play and Learn, Quilting and Beyond
- October 9- Athens: Popsicle Puppets, Needle Arts; Edgar: Discover the Paranormal, Family Adventure Night-Scooby-Doo, Home School Huddle, Book Club-"Evicted;" Marathon City: Family Story Time, Book Club-"Turtles All the Way Down," Fall Craft Day, Needle Arts; Stratford: Quilting and Beyond, Book Club-"An American Marriage," Play and Learn
- October 16- Athens: Popsicle Puppets, Needle Arts, Monster Mash Story Time; Edgar: Home School Huddle, Discover the Paranormal; Marathon City: Monster Mash Story Time, Fall Craft Day; Stratford: Book Club-"An American Marriage," Quilting and Beyond, Play and Learn, Passport Application Event, Spooky Slime Lab

- October 23- Marathon City: MCPL DIY-Leaf Art, Podcast Discussion Group, Home School Huddle, Discover the Paranormal; Stratford: Quilting and Beyond, Spooky Slime Lab
- October 30- Edgar Ghost Hunter (cover story about Discover the Paranormal event at MCPL Edgar)
Athens: Recycled Craft Week-Make a Papier Mache Bowl, Needle Arts, Book Club-“The Children;” Edgar: Book Club-“My Grandmother Asked Me to Tell You She’s Sorry, Adults Night at the Library-Jar Art; Marathon City: Book Club-“The Good Earth,” Podcast Discussion Group, Harvest Story Time, Monster Mash Story Time, MCPL DIY-Leaf Art; Stratford: Book Club-“A Gentleman in Moscow,” Nonfiction@Night Book Club-“The Wright Brothers”

Senior Review

- October 2019 - What’s Happening Calendar- Wausau: Fiber Arts

Wausau Pilot & Review

- October 8- Marathon County Public Library programs- Wausau: MCPL Movie Night-“The Public,” Building Challenges, Books on the Bus, Tiles of Terror, Warriors Wednesday, STEAM Projects for Tweens, Family Pajama Story Time, STEAM Projects for Kids; Edgar: Star Wars Reads Month, Home School Huddle, Family Adventure Night-Scooby-Doo; Hatley: Fire Safety Story Time, Create a Monster!; Marathon City: Fall Craft Day; Mosinee: National Octopus Day Celebration; Rothschild: LEGO Block Party, MCPL DIY-Yarn Weaving Décor, Saturday Spotlight-Llamas; Spencer: Dance the Night Away-A History of Local Ballrooms
<https://wausaupilotandreview.com/2019/10/08/updated-oct-8-marathon-county-public-library-programs>
- October 15- Marathon County Public Library programs- Wausau: Children’s Matinee-“Toy Story 4,” Create Shadow Drawings, School Safety in America with Dr. David Perrodin; Athens: Popsicle Puppets; Edgar: Home School Huddle; Rothschild: GrapeVine Session-Self-Care, Escape Room Family Adventure, Family Game Day; Spencer: Mischief Managed at the Library; Stratford: Learn to Quilt
<https://wausaupilotandreview.com/2019/10/15/marathon-county-public-library-programs-4>
- October 22- Marathon County Public Library activities- Wausau: Family Pajama Story Time, MCPL Documentary Night-“Scary Stories,” MCPL Movie Night-“Rocketman;” Athens: Monster Mash Story Time; Edgar: Home School Huddle; Hatley: LEGO Block Party, Monster Mash Story Time, Outside the Lines-A Family Coloring Party; Marathon City: Monster Mash Story Time, Leaf Art; Mosinee: What Do You Believe?, Make Your Own Papel Picado, “Coco” Party; Rothschild: Yarn Monster Kid’s Craft, Pete the Cat Story Time; Stratford: Spooky Slime Lab
<https://wausaupilotandreview.com/2019/10/22/marathon-county-public-library-programs-beginning-oct-28>
- October 25- Marathon County Public Library Book Clubs-November- Wausau: Women’s Night Out-“The Great Alone;” Athens: “The Children;” Edgar: “My Grandmother Asked Me to Tell You She’s Sorry;” Hatley: “Major Pettigrew’s Last Stand;” Marathon City: “The Good Earth;” Mosinee: “The Great Alone;” Rothschild: “Beartown;” Spencer: As the

Page Turns-“Eleanor Oliphant is Completely Fine;” Stratford: “A Gentleman in Moscow,”
Nonfiction@Night-“The Wright Brothers”

<https://wausaupilotandreview.com/2019/10/25/marathon-county-public-library-book-clubs-november-2>

Wausau Times/Buyers Guide

- October 1- Steppin’ Out- Wausau: Family Pajama Story Time, Library Learning- Introduction to Microsoft Excel, Reel to Real Film Night-“Not Enough Apologies-Trauma Stories,” MCPL Movie Night-“The Public;” Athens: Building Challenges, MCPL DIY-So Simple Mittens, DIY Dishcloths; Mosinee: Passport Application Event, Machu Picchu and International Travel Tips; Spencer: Dance the Night Away-A History of Local Ballrooms
- October 8- Steppin’ Out- Wausau: MCPL Movie Night-“The Public;” Athens: DIY Dishcloths; Spencer: Dance the Night Away-A History of Local Ballrooms
- October 15- Steppin’ Out- Wausau: MCPL Live-Cooking with Inga Witscher; Edgar: Discover the Paranormal; Hatley: Fall Refrigerator Magnets; Marathon City: School Safety in America with Dr. David Perrodin; Rothschild: GrapeVine Session-Self-Care; Stratford: Passport Application Event
- October 29- Steppin’ Out- Wausau: MCPL Documentary Night-“Scary Stories;” Athens: Easy Knit Hat; Hatley: MCPL DIY-Coasters!; Marathon City: Podcast Discussion Group; Spencer: Catch Yourself Before You Fall, Cribbage at the Library

Materials

- Youth

	2019 Annual Budget	Monthly Budget	Free Balance	Spent as of November 4	% Spent
Juvenile Audiobooks	\$4,525.30	\$377.11	\$508.15	\$4,017.15	89%
Juvenile CDs	\$750.00	\$68.18	\$1.43	\$748.57	100%
Juvenile DVDs	\$13,172.63	\$1,197.51	\$1,730.67	\$11,441.96	87%
Juvenile DVDs Standing Order	\$2,000.00	\$181.82	\$1,494.38	\$505.62	25%
Juvenile Video Games	\$2,000.00	\$181.82	\$162.91	\$1,837.09	92%
Young Adult Audio Books	\$500.00	\$45.45	\$65.78	\$434.22	87%
Youth AV Subtotal	\$22,947.93	\$2,051.89	\$3,963.32	\$18,984.61	83%
Juvenile Fiction	\$20,000.00	\$1,818.18	\$1,873.02	\$18,126.98	91%
Juvenile NonFiction	\$36,117.83	\$3,283.44	\$230.72	\$35,887.11	99%
Juvenile Picture Books	\$34,328.05	\$3,120.73	\$3,464.35	\$30,863.70	90%
Juvenile Spanish	\$500.00	\$45.45	\$465.61	\$34.39	7%
Juvenile Standing Order Print	\$11,000.00	\$1,000.00	\$3,608.19	\$7,391.81	67%
Young Adult Fiction	\$8,530.21	\$775.47	\$1,527.35	\$7,002.86	82%
Young Adult Graphic Novels	\$4,000.00	\$363.64	\$72.66	\$3,927.34	98%
Young Adult NonFiction	\$759.44	\$69.04	\$80.06	\$679.38	89%
Youth Print Subtotal	\$115,235.53	\$10,475.96	\$11,321.96	\$103,913.57	90%
Youth Services TOTAL	\$138,183.46	\$12,527.85	\$15,285.28	\$122,898.18	89%
WVLS Grant	\$2,500.00		\$489.66	\$2,010.34	80%

- Adult

	2019 Annual Budget	Monthly Allotment	Free Balance	Spent as of 11/2/19	% Spent
Adult Audiobooks	\$12,500.00	\$1,136.00	\$1,233.47	\$11,266.53	90.13%
Adult Music CD	\$7,500.00	\$682.00	\$1,025.00	\$6,475.00	86.33%
Adult DVD	\$31,500.00	\$2,864.00	\$4,341.81	\$27,158.19	86.22%
Adult Video Games	\$1,250.00	\$113.00	-\$55.61	\$1,305.61	104.45%
Adult AV Subtotal	\$52,750.00		\$6,544.67	\$46,205.33	87.59%
Adult Paperbacks	\$1,875.00	\$170.00	\$384.86	\$1,490.14	79.47%
Adult Paperbacks S.O.	\$3,625.00	NA	\$2,660.00	\$965.00	26.62%
Adult Fiction	\$46,000.00	\$4,182.00	\$4,569.65	\$41,430.35	90.07%
Adult LT Fiction	\$7,200.00	\$655.00	\$1,289.31	\$5,910.69	82.09%
Adult LT S.O.	\$15,300.00	NA	\$1,884.34	\$13,415.66	87.68%
Adult Non-fiction	\$63,500.00	\$5,773.00	\$5,799.09	\$57,700.91	90.87%
Adult Non-fiction S.O.	\$4,000.00	NA	\$2,625.27	\$1,374.73	34.37%
Adult Biographies	\$10,000.00	\$909.00	\$581.39	\$9,418.61	94.19%
Adult Spanish	\$750.00	\$68.00	\$318.54	\$431.46	57.53%
Adult Hmong	\$750.00	\$68.00	\$148.27	\$601.73	80.23%
Adult Print Subtotal	\$153,000.00		\$20,260.72	\$132,739.28	86.76%
Adult Services TOTAL	\$205,750.00		\$26,805.39	\$178,944.61	86.97%
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 – November, 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 September, 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. Additionally, there is a handout of the 2020 budget request that the Facilities Department that will be up for County Board approval. The report shows that no personnel funds were requested for 2020.

An inquiry into the timing and amounts of interest income transactions in our gifts and memorials account yielded a response worth noting. While we had at one time seen monthly entries for the prior month's interest income, 2018 and 2019 have been much more sporadic. Tom asked specifically why four transactions were made in October of 2019 which were noted as entries for January and February of this year, why one was done as a correcting entry for 2018, and why some entries titled interest income were negative. The answers included an understaffed Finance Department, a request by the Auditors to change the system, and the information that the monies are now being tied to investments rather than interest income. This change makes money in that portion of our budget vulnerable to market fluctuations which means future budgeting efforts will need to allow for the possibility of the loss of allocated funds before they are spent. Tom will continue to learn all that he can on this new front with an eye toward finding vulnerability to loss in other parts of our budget.

October 2019 Support Services Monthly Report

Circulation Team

- Passports News
 - 37 Adult Passport Books
 - 21 Minor Passport Books
 - 1 Adult Passport Cards
 - 4 Both Book and Card
- The MCPL Passport team accepted a total of 63 passport applications accepted at \$35.00 ea. and 83 photos were taken at \$10.00 each for a total of \$3,035.00 recorded. We also assisted with 20 renewal applications.
- Stratford Passport Event was held on 10/22/19 from 3-7. Sandy U. and Kitty R. assisted customers with their applications and renewals. 1 new applications were accepted, 4 renewals assisted, and 5 photos taken. 4 additional customers had wrong documents so applications couldn't be completed. Totals are added in above.
- The passport acceptance agents, Jeff P., Pam S., Laura D., Sandy U., Kitty R., Paula L., completed 2019 online training for 2020 recertification. Ollie C. took her online training and is now a passport acceptance agent.
- Inventory continues in the adult nonfiction.
- Ollie C. started full time circulation staff the first week of October.
- Kitty R is taking over V-CAT billing temporarily for Mary S.
- Sandy U. is training Ollie C. as backup for snags, damaged, and missing pieces.
- 10/15/19 Kee L. and Kitty R. participated in the WSD Mentor Gifted and Talented Tour for a group of 6 young ladies who have shown interest in the library field.
- 10/16/19 Kitty R. started the Gale Course "Fundamentals in Supervision and Management".
- 10/17/19 Kitty R chaired the V-CAT Cooperative Circ. meeting.
- 10/22/19 Sandy S. and Kitty R. were acceptance agents at the Stratford Branch Passport Event.
- 10/24/19 Matt D. and Kitty R. attended Leads meeting.

Support Services Team

- Chris has cataloged the newly purchased Wonder Books
- 10/15/19 Support Services Team participated in the WSD Mentor Gifted and Talented Tour
- 10/24/19 Chris chaired the Bib Committee meeting
 - Discussed scoped materials as a solution for accurate records and holdings for the public display of the catalog
- Ongoing Projects:
 - Clean Juvenile DVD collection: ART
 - Reliable juvenile biographies: KHAN
 - Reliable adult fiction: TWAIN/ second time: TWAIN
 - Inventory

Page Team

- 10/7/19 Hayley has started to shelve read and shifting in adult fiction
- 10/8/19 Kelly finished pulling adult CDs for withdraws
- 10/9/19 Kelly has resume shifting in adult non-fiction
- 10/12/19 Connie completed her training
- 10/15/19 Kelly had continued shifting upstairs in the adult non-fiction, but stopped at Christmas books which was instructed by Kate. Kate went on vacation, so shifting has been put to a halt.
- 10/18/19 Kelly finished shelve reading adult CDs
- 10/20/19 Jen and Kelly started their new hours
- 10/22/19 Kelly finished shelve reading children CDs
- 10/25/19 Kelly finished shelve reading children DVDs
- 10/28/19 Kelly finished shifting YA graphic novels
- 10/29/19 Kee attended the Culture Champions meeting
- 10/30/19 Hayley has continued to shelf read and shift adult fiction

Branch Libraries Report October 2019

Athens Monthly Report

Events and Programs

- Family Story Time: Family Story Time met for 5 sessions with 74 children and 15 adults in attendance.
- Play and Learn: Play and Learn met for 5 sessions with 22 adults and 54 children in attendance.
- Class Visits: Class visits from St Anthony and Trinity have been occurring weekly at the Athens Branch. During the month of October a total of 225 kids and 6 adults visited the library.
- Book Club: October book club featured the book *Frankenstein* by Mary Shelley with 5 adults participating. In November, the club will discuss *The Children* by Ann Leary.
- Fiber Arts Club: Our Fiber Arts group met 5 times with a total of 35 adults attending.
- Simple Mittens: Darlene Strack from our Fiber Arts group held a mitten tutorial on October 1st. 6 adults and 3 young adults attended this program.

- Building Challenge: September 30th - October 4th kids and families were invited to the Athens Branch for a week long building challenge using wooden clothespins, binder clips, and craft sticks. 5 adults, 3 children and 18 young adults participated in this event.
- DIY Dish Cloths: On October 8th adults were invited to make their own dish cloth using a special kind of yarn provided by our Fiber Arts group. A total of 9 adults participated.
- Craft Swap: A craft swap was held on October 15th. Supplies included paper crafts, stencils, paints, yarn, wood working tools, knitting and crocheting supplies. 9 adults, 2 children and 4 young adults attended the swap.
- Popsicle Puppets: October 22nd- 25th kids were invited to make their own puppets, action figures or fashion dolls using craft sticks, washi tape and sharpies. 16 children and 2 young adults participated in this event.
- Monster Mash Story Time and Craft: On October 29th Athens held a Halloween themed story time and craft. Kids created monster masks using paper plates, construction paper and paint. 4 adults and 18 children attended this program.

Library and Community News

- Starting January 2020 Athens Weekly Story Times will be switching to Wednesdays 10:30 a.m. – 11:00 a.m. Our monthly Book Club will be meeting on Thursdays from 6-7p.m. PJ Story Time will be held every third Thursday of the month from 6-6:30 p.m. Play and learn hours will remain the same Tuesdays 10:30 a.m.-12:00 p.m.
- As of September 20th Shahara Falk- LeFay has been chosen to join the Badger Link Advisory Group.

Circulation Statistics

- Athens circulated 2,208 items in October 2019. This is a 17.01 % increase from October 2018. In 2019 year-to-date, Athens has circulated 16,792 items. This is a 1.16% increase from 2018.

Facilities Update

- On Monday October 21st the Athens branch had to close early due to a water outage. Water was back up and running the next day.

Edgar Monthly Report

Events and Programs

- Play & Learn: The Family Resource Center held Play & Learn 5 times this month with a total of 36 adults and 57 children attending.
- Family Storytime: Edgar held a family story time 5 times this month with a total of 19 adults and 26 children attending.
- Book Club: In October the book club met and discussed the book “Evicted” by Matthew Desmond. There were 7 adults present. The book club will discuss the book “My Grandmother Asked Me to Tell You She’s Sorry” by Fredrik Backman in November.
- Daycare outreach: Alyssa visited with the Edgar Daycare and did a story time for them. The daycare came to the library 4 time with a total of 11 adults and 40 children present.
- Homeschool Huddle: This is a program for homeschool families, this month we held 5 programs with 29 adults and 75 students attending.
- School Visits: St John’s Catholic school came for 2 visits during the month with 2 adults and 15 students.
- Family Adventure Night: “Scooby-Doo” was the theme for October, with 5 adults and 12 children attending.
- Adult program: There was 15 adults at the program “Discover the Paranormal”. This program had Edgars very own founder of the Central Wisconsin Paranormal Research Kathie Kessler presenting.
- Passive Program:
 1. The Edgar Branch did a October Reading Challenge for adults with 3 adults completing challenge.
 2. The children of all ages colored 60 coloring pages.
 3. Everyone had a chance to make their own super reader, with 12 being turned in.
 4. Star Wars Read Month: Color sheets 50 done
Crafts Wk. 1 19, WK 2 23, WK. 3 21, Wk. 4 10, Wk. 5 15
I SPY search 17 completed

Circulation Statistics

- The circulation statistics for the month of October were 2,138 items checked out, this is a 1.02% decrease for the same month last year and a 9.29% increase from 2018.

Library News

- A book display was setup for the Reading Challenge to encourage patrons to read a book that is a thriller, mystery, or horror.
- The Edgar Branch Celebrated “Star Wars Read” month. There were coloring sheets, a different craft for each week, and an “I Spy...” character search throughout the library.

Facilities Updates

- For October the glass thickness, and locks were looked at and will be replaced.
- The Village board has voted to have the interior walls painted for a fresh look, this will include the library.

Hatley Monthly Report

Events and Programs

- Family Story Time: Themes of “Author David Shannon” “Leaves” and “C is for Cat” brought in 3 adults and 7 children.
 - a. Special Story Times
 - i. Fire Safety had 2 adults and 5 children come and learn about fire safety from the Hatley Fire Department.
 - ii. Monster Mash had 3 adults and 6 children come in to celebrate monsters and Halloween.
- Book Club: *A Cuckoo’s Calling*. 9 adults got together to discuss this book. Books for 2020 have been chosen and events for them have been submitted.
- Play & Learn had 5 sessions and brought in 36 adults and 59 children.
- Hobbies/Crafts Night had 16 adults doing various crafts/hobbies (stamping, card making, knitting, quilting...)
- Outside the lines: Coloring Party had 2 adults, 9 children, and 2 teens participate.
- Lego Block Party had 3 children stop in and create things with various Legos.
- Tech Time Drop-In had 0 adults stop in for help with various issues.
- Create a Monster had 4 children create their own unique monsters out of Popsicle sticks.
- Fall Refrigerator Magnets had 7 adults, 8 children, and 2 teens stop in and create fun magnets to put on the Fridge.
- Our We Are “Bat”ty about Books! Bulletin Board had 20 children put up Bats with either their name or favorite books.

Upcoming Programs

- Special Story Times – Harvest
- 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, Pinecone Turkeys, DIY: Coasters, and National Puzzle and Game Week
- Passive: “Gobble Up a Good Book” Bulletin Board

Circulation Statistics

- Hatley circulated 2,950 items for the month. This is a 5.77% increase for the month. Year to date is 26,657 items. This is 8.89% increase from last year.

Library News

- Heather helped out in MO, MA, and RO
- RSW helped out in MO
- Thank you to Shahara and MJ for helping us out with a couple of shifts.
- One test was proctored.

Facilities Updates

- Our new furnace has been installed and it’s working perfectly!

Marathon City Monthly Report

Events and Programs

- Family Story Time: In October, Marathon held four regular family story time events with a total of 32 children and 19 adults attending. Family Story Time is held year round on Thursdays at 10:30 am.
- Book Club: The participants read the novel, *Turtles All the Way Down* by John Green and 8 people joined in for discussion. In November, we will meet to discuss *The Good Earth* by Pearl S. Buck. 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. Three patrons dropped in to share their projects and/or learn a new skill.
- Mrs. Drexler’s 4k classes from St. Mary’s came in for their monthly story time and book check out on October 9 and 10. Two adults and 10 children attended each day.

- On Saturday, October 5 we held a special *Pete the Cat* story time. Two families attended with four children listening to stories, dancing and singing, and making “Pete the Cat” themed-crafts. On Friday & Saturday, October 18 and 19, we held a Fall Craft Day. Eight adults and 30 children dropped in to make some cute fall-themed crafts. On Wednesday, October 23, Marathon City native, David Perrodin, author of *School of Errors: Rethinking School Safety in America*, gave an overview of safety in our schools and read excerpts from this recently published book. Thirteen community members stopped in to listen to the presentation and ask questions. Our Monster Mash story time was held on October 31 with 5 adults and 9 children attending. Families joined in to listen to themed stories, sing songs and make some cute monster crafts.
- Upcoming Events and Programs: Story Time, Book Club, St. Mary’s 4k class visits and Needle Arts will continue as usual. On Monday, November 4 from 3:00 – 6:45 we will be having a DIY event featuring Leaf Art. Adults and teens can stop in anytime to create a piece of art by using real pressed and dried leaves. Children can also participate by using colorful paper leaves. On Wednesday, November 6 from 4:00 – 5:00 pm patrons can join in a friendly and informal discussion about a popular podcast, NPR’s “How to Do Everything.” We will be celebrating International Game Day the whole week of November 11 -16. Stop in anytime we are open to play some fun board games. Our Harvest Story Time will be held from 10:30 – 11:30 on Thursday, November 21. Kids and their parents and caregivers can hear harvest-themed stories, sing songs and make a special craft or two.

Circulation Statistics

- Marathon circulated 3,755 items during the month of October. This is a .94% increase from this time last year. So far in 2019, Marathon has circulated 34,401 items. This is a 1.16% increase over last year.

Library News

- Kate and Katie came in to evaluate and help organize the collection on October 30.
- Lisa will attend the coordinators’ meeting on November 15.

Facilities Updates

- Fire extinguishers were checked.
- Sprinklers were winterized.
- Village maintenance was called to check the water heater as we did not have hot water. They needed to call in Marathon Plumbing and they found the problem and ordered parts.

- Marathon Plumbing came in to fix the flow sensor and did an annual flushing of the water heater system.

Mosinee Monthly Report

Events and Programs

- Family Story Time: Julie led 5 Family Story Times that brought in a total of 33 adults and 53 kids.
- Play and Learn: The Family Resource Center presented 5 sessions that brought in 35 adults and 55 kids.
- Book Club: Nine patrons, including another new member, discussed *The Death of Mrs. Westaway* on the 21st. Next month we will read *The Great Alone* by Kristin Hannah.
- Recurring Programs: Lego Block Party did not bring in any participants this month.
- Ashley Colstad came back to Mosinee to lead a special presentation on international travel and her trip to Peru. Twenty-three patrons had a great time listening to Ashley's presentation, and all had fantastic comments about how much they enjoyed the program. We are very grateful for Ashley driving back to lead this program!
- On the 9th we hosted an octopus craft that brought in 3 adults and 4 children. One child even wore an octopus dress just for the special occasion.
- Sarah hosted two Internet Basics classes on the 15th and 17th, that had a total of 4 patrons between the two sessions (registration was limited to 5 patrons at each class).
- On the 28th we hosted a 'What do you believe' passive social hour where 1 patron came in to read about alternative beliefs such as numerology, astrology, and tarot cards.
- On the 29th we hosted a craft program based on the popular movie Coco. Eleven families, 11 adults and 21 kids, had a great time making tissue paper marigolds, papel picado, cardboard guitars, and doing activity sheets based on the movie! This event was a huge success, so if any other libraries would like to host this, feel free to contact the Mosinee Branch for ideas and supplies.
- Passive Programs: This month 42 children decorated balloons in honor of Balloons around the World Day on October 2nd.
- Upcoming Programs: Family Story Time, Play and Learn, Book Club, and Lego Block Party will continue as usual. We will be finishing up our passive craft week where patrons can make papel picado, host a presentation on the 11th entitled

“The First Amendment, Government Authority, and Nuclear Weapons”, host a game week in honor of International Games Day, and host another yoga story time. We will also have a button craft event on the 12th and an adult program on the 25th where they can make gratitude jars.

Circulation Statistics

- Mosinee circulated 3,462 items in October 2019. This is a 6.96% decrease. Mosinee has circulated 36,620 items in 2019. This is a 1.90% decrease.

Library News

- Displays: In honor of National Chocolate day we had a display featuring cookbooks and cozy reads that centered on a chocolate theme, in honor of World Animal Day we had a display of nonfiction and fiction books that featured animals, and we had a display about genealogy and resources patrons could use for research into ancestry. Our children’s books were fall themed.
- Seventeen pounds of food was donated by the Mosinee community, which Sarah took to the Mosinee Community Center of Hope food bank.

Facilities Updates

- The replacement of the second floor air conditioning unit has been delayed due to the change in weather.
- Installation of privacy contact paper for the women’s restroom has been delayed due to the weather.

Rothschild Monthly Report

Events and Programs

- Family Story Time and Play & Learn: In October, we held 4 regular family story times with 55 adults and 62 children attending. Additionally, in October, 132 people participated in 5 Play & Learn session. We also held a special Pete the Cat story time at the end of the month. 15 people joined us to sing silly songs, read stories, and make a Pete the Cat craft! We also presented our monthly outreach story time at St. Therese daycare for 25 people, and our monthly outreach story time at Head Start for 36 people.
- Book Club: In October, 13 book club members met to discuss *My Name Is Lucy Barton* by Elizabeth Strout. In November, the club will discuss *Beartown* by Fredrik Backman.
- Other programs: 1 person participated in our monthly LEGO club, 2 people joined us for Needle Arts, 3 people joined us for DIY Yarn Weaving, 6 people

attended a presentation about self-care, and 15 people joined us for our monthly Saturday Spotlight featuring activities about llamas. The highlight of our month was our Pop-Up Escape room. 13 adults and 26 children solved the clues and puzzles and broke out of our escape room! Patrons of all ages have commented that they have enjoyed the activities this month!

- Upcoming Programs: In November, our normal programming will continue as usual. We will also have a DIY bird feeder program and our special Saturday Spotlight will feature activities about pirates.

Circulation Statistics

- Rothschild circulated 10,459 in October. This is 6.42% decrease from last year. In 2019, Rothschild circulated 104,243. This is a 1.81% decrease from last year.

Library News

- We weeded and shifted the juvenile audio books collection.
- Ashley H. attended the Marathon County Health Fair and the cyber security training.
- Ben D. visited the library to work on technology related issues.

Facilities Updates

- None at this time

Spencer Monthly Report

Events and Programs

- On October 2nd the Spencer Elementary Kindergarten class came to the library. Audrey did a Story Time for the class and then the students were allowed to check out a book. 47 visited the library.
- Due to a funeral on October 8th, our scheduled program “Dance the Night Away” had to be cancelled and rescheduled for June. The program was quickly replaced by Ben Clark of the Marathon County Historical Society, who presented “Making Music in Marathon County” Ben’s presentation went as far back as 1867 with the Cornet Band of Wausau. Ben showed pictures of the Spencer Juvenile Band of 1902, the Spencer Brass Band of 1908 and how the Grand Theater of Wausau began as an Opera House. 10 adults found this program very interesting.
- On October 15th & 23rd, Audrey did a Story Time for the Spencer Elementary Pre-K class. Audrey did two stories for the class. 40 children were present.
- On October 17 & 21st the Spencer Book Club, As The Page Turns, met to discuss the book, “The Fall of Marigolds” by Susan Meissner. 16 were present.

- “Mischief Managed” a Harry Potter night was held at the library on October 24th. Slime, potions, wands and games were played. 14 children and young adults were present.
- On October 17th, Adam Schnabel was scheduled to do a program titled, “A Journey Through Adoption”. Just as Adam was driving into Spencer he received a call that there was a family emergency. Unfortunately, Adam had to turn around and cancel the program. Over 20 people had shown up for the program but were understanding as to the cancellation.
- A passive program was held in October, a spin of the game, “Never Have I Ever”! Patrons were given a point for each question that they “have never”. Some of the questions included returned a book late, returned a book without finishing, picked out a book by the cover, lost a library card. 16 adults and 3 young adults had fun with this passive program.
- Rookie Rocket Day Care Story Time was held 5 times in the month of October, with a total of 51.
- Story Time and Play N Learn was held 5 times in the month of October with a total of 21.

Circulation Statistics

- Spencer circulated 1,914 items in the month of October. This is a decrease of .31%. Spencer has circulated 18,884 items in 2019. This is an increase of 1.06%.

Library News

- The Spencer Ladies’ Group sewed beautiful books bags to be given to patrons who need a bag at checkout for their materials.
- Audrey and Anne Hamland had a phone fall conversation on Youth Services as well as general programing.
- Maps were given to the Spencer Library of Western Marathon County and Wood County including Marshfield, Stratford and Spencer to be given away. These maps have the new road names in Marathon County.
- On October 2nd, Audrey attended the Spencer Chamber of Commerce meeting. I was given a chance to speak about upcoming programs and answer questions that members had about programs.

Facilities Updates

- The Village of Spencer asked the library to power down computers so they could check to make sure the generator was working properly in case of a power shortage. The generator worked fine.

Stratford Monthly Report

Events and Programs

- Our Nonfiction@Night Book Club met Oct. 2. Three patrons attended to discuss *The Underground Girls of Kabul* by Jenny Nordberg.
- Our monthly *Genealogy Hunters* met for the second time on Oct. 9. Four people attended to share ideas on researching family history.
- Eileen hosted a program Oct. 15 at which she showed three patrons how they can make their own hand and household cleaners using herbs from their own gardens.
- Our Fiction Book Club met Oct. 21 to discuss *An American Marriage* by Tayari Jones. Nine people attended.
- Our Quilting and Beyond Crafting Program met on Oct. 22, bringing in four patrons.
- Our Spooky Slime Lab was a big hit with children and their families on Oct. 29. We received a lot of positive feedback and requests for more slime events. We had 41 children, 2 teens, and 18 adults attend the program.
- Story Time and Play & Learn met five times in October, with a total of 45 adults and 103 children attending. Our themes for stories, activities, and crafts included *Leaves & Trees/Autumn, Fire Safety, Feelings, Matching, and Pumpkins*. The Stratford Fire Department visited on Oct. 16 as part of Fire Prevention Week and brought along a firetruck and their mascot, Sparky, for the Story Time children to see.
- Eighteen 1st and 2nd grade St. Joe's students and their teacher visited Oct. 1, Oct. 15, and Oct. 29 for Story Time and to check out books.
- Four Pre-K and Kindergarten St. Joe's students visited Oct. 14 for Story Time and to check out books.
- Fourteen St. Joe's 3rd and 4th grade students and their teacher visited our library on Oct. 15 and Oct. 29 for Book Talks and to check out books.

Circulation Statistics

- Stratford circulated 2,231 items in October. This is a 6.44% increase from last year. In 2019, Stratford circulated 20,739 items. This is a .90% increase from last year.

Library News

- As part of MJ's participation in the 2019 Youth Services Development Institute, she created and submitted goals for herself in October to work on over the next 12 months at the library, with the support of the Institute leaders and cohort.

- We converted our Summer Space Shuttle into a cute Haunted House for the children and they really enjoyed that. We decorated the rest of the library with Fall and Halloween themes too.
- We displayed fun Halloween books for children and created a *Books That'll Scare Your Pants Off* display for adults.

Facilities Updates

- The Village took measurements and is seeking bids regarding painting the interior of the Stratford library.

Director's Activities:

10-21-19 Marathon County Public Library Board of Trustees Meeting
10-22-19 Early Years Coalition Steering Committee Meeting
10-28-19 Policy reviews w/Leah and Matt
11-01-19 Toward One Wisconsin Committee Teleconference
11-07-19 Monthly agenda meeting with Library Board President
11-12-19 Bldg Security Assessment on site/Lt. Phillips of WPD
11-15-19 County Department Heads Meeting
11-18-19 Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

11-18-19 Marathon County Public Library Board of Trustees Meeting
11-19-19 Early Years Coalition Steering Committee Meeting
TBD Policy reviews w/Leah and Matt
TBD Monthly agenda meeting with Library Board President
12-13-19 County Department Heads Meeting
12-16-19 Marathon County Public Library Board of Trustees Meeting

LIBRARY PROJECTS, PROGRAMS, EVENTS:

Engberg Anderson is working on design plans for upcoming renovations
@ branch facilities due ongoing delays with main building carpet and roofing repairs.

UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:

Toward One Wisconsin
April 28-29, 2020
@ Radisson Hotel and Conference
2040 Airport Drive Green Bay, WI 54313

Any other issues or items of note:

Updates on the Public Library System Redesign Project can be found at:
<http://www.plsr.info/>

Letters and notes are posted at the Library Board Meeting.

GL787 LIB 19 CIP TRANS Report Format 511

Period 10 ending October 31, 2019 Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2019 MODIFIED	Current Mth Expense	YTD Encumbrances	YTD Expense	YTD Total Obligations	Unobligated Budgeted Amt	% Expen
Or2 934 CIP PROJECTS							
APR 777A LIBRARY CIP PROJECT							
Cat 980 CAPITAL OUTLAY							
Act 8118 LIBRARY-BRANCH DEVELOPME	219,974.00					219,974.00	
Act 8400 MAIN LIBRARY CUST SERVIC	687,939.00	3,809.12		29,706.12	29,706.12	658,232.88	4.3
Act 8402 LIBRARY-MARKETING EQUIPM	848.00					848.00	

APR 777A LIBRARY CIP PROJECT	908,761.00	3,809.12		29,706.12	29,706.12	879,054.88	3.3

Or2 934 CIP PROJECTS	908,761.00	3,809.12		29,706.12	29,706.12	879,054.88	3.3

Sub 604 LIBRARY CIP PROJECTS	908,761.00	3,809.12		29,706.12	29,706.12	879,054.88	3.3

Report Final Totals	908,761.00	3,809.12		29,706.12	29,706.12	879,054.88	3.3
=====							

#10

ITEM NUMBER: 10.28
CHAPTER 10: Circulation
CODE: Policy
COMPUTER ID: CIUSE-9

Title:	Lost or Damaged Library Materials Standard Charges
Effective Date:	11-24-86
Authorized By:	Library Director
Date of Last Revision:	11/2011 11-2019

DEFINITION OF USER FEES:

Charge: To make liable for an error
Fee: Charge for a service
Fine: Sum of money paid as a penalty
Disposition: All revenues are returned to the Marathon County Public Library
County General Revenue Fund.

The customer will be billed for the actual cost of the lost item- or a minimum charge of \$6.00.

The Library will not accept a replacement copy purchased by the customer for a lost or damaged item.

Marathon County Public Library 2020 Official Closings

New Year's Eve	Tuesday	December 31	Close at 5:00
*New Year's Day	Wednesday	January 1	Closed
MLK Jr Day On	Monday	January 20	Closed
Memorial Day Weekend	Saturday	May 23	Closed
Memorial Day Weekend	Sunday	May 24	Closed
*Memorial Day	Monday	May 25	Closed
*Independence Day	Friday	July 3	Closed
Independence Day	Saturday	July 4	Closed
Labor Day Weekend	Saturday	September 5	Closed
Labor Day Weekend	Sunday	September 6	Closed
*Labor Day	Monday	September 7	Closed
Thanksgiving Eve Day	Wednesday	November 25	Close at 5:00
*Thanksgiving Day	Thursday	November 26	Closed
*Christmas Eve	Thursday	December 24	Closed
*Christmas Day	Friday	December 25	Closed
New Year's Eve	Thursday	December 31	Close at 5:00
*New Year's Day	Friday	January 1, 2021	Closed

* Indicates a paid holiday

Library Board of Trustees will meet on January 20, 2020