



COUNTY OF MARATHON  
WAUSAU, WISCONSIN

**OFFICIAL NOTICE AND AGENDA**

**of a meeting of the Marathon County Public Library Task Force Library System Inquiry,  
Monday August 17, 2020 at 11:00 a.m.  
Library Headquarters, Wausau Community Room.**

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Library Task Force members and the public to attend this meeting remotely. To this end, instead of attendance in person, Library Task Force members and the public may attend this meeting by **computer or telephone conference**. If Library Task Force members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees. Persons wishing to attend the meeting by computer or phone may log or call into the **conference beginning ten (10) minutes prior to the start time indicated above using the following website: <https://global.gotomeeting.com/join/635375613> or number: [1 866 899 4679](tel:18668994679). Access Code for dialing in: 635-375-613.**

When you enter the conference, **PLEASE PUT YOUR COMPUTER AND PHONE ON MUTE!**

**AGENDA**

1. **Call to Order**
2. **Public Comments**
3. **Approval of Minutes**
4. **System Culture and Leadership**
5. **Discussion and comparison of the two systems**
6. **Possible recommendation to the Marathon County Public Library Board of Trustees**
7. **Adjournment**

Signed: /s/ Mark Arend  
Committee Chair or Designee

**\*NOTICE - Pursuant to Wis. Stat. Section 19.84(2) and (3), notice is hereby given to the public that a quorum of the Marathon County Public Library Board of Trustees may be in attendance. No action will be taken.**

**\*All items on the agenda are considered action items, regardless of action taken.**

**\*All times are approximate and subject to change**

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

FAXED TO: Wausau Daily Herald, City Pages, and  
FAXED TO: Other Media Groups  
FAXED BY: H. Wilde  
FAXED DATE: August 7, 2020  
FAXED TIME: 2:30 p.m.

**NOTICE POSTED AT COURTHOUSE**

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

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, July 20, 2020. Library Headquarters, Wausau Community Room.

Present: Mark Arend (remote), Gary Beastrom, Rebecca Frisch (remote), Sharon Hunter, Shannon Schultz (remote at 11:06 a.m.)

Excused: Scott Winch

Others: Ralph Illick, Matt Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 7 remote visitors

The meeting was called to order at 11:00 by Mark Arend.  
Mark Arend welcomed visitors to the meeting.

Public Comments – Temporarily Suspended

#### Approval of Minutes

**A motion was made by Sharon Hunter to approve the MCPL Task Force Library System Inquiry minutes from June 15, 2020. Seconded by Gary Beastrom. Motion carried.**

#### Review of WVLS & SCLS Governance and Decision-Making documents

WVLS is currently working through a process of changing their voting model from one person, one vote to a weighted voting model. This is where a larger library will have more votes than a smaller library.

Becky Frisch gave an example of the WVLS System Board. They are like the Marathon County Board of Supervisors in making the decisions for what goes on for WVLS. The committees and counsels are subgroups working on different areas. The WVLS System Board would have the power to approve the budget. Mark Arend clarified the WVLS System Board is appointed by the counties, it is either the County Board Chair, County Executive or County Administrator and approved by the full County Board. Under statute the number of people on the board is by population, the more populous counties have more votes. If MCPL did join SCLS, they would have three (3) out of twenty (20) on the System Board. Much of the voting is by clusters, the libraries in a county are considered a cluster. Dane County has more based on their high population. Most counties there is more than one (1) library so they join as one (1) County.

Martha Van Pelt from SCLS pointed out that there are seven (7) counties in SCLS, fifty four (54) member libraries with sixty five (65) sites. Dane County is not a consolidated county, which is what MCPL is. Within Dane County there are twenty (20) independent libraries. Madison is counted as one (1) library, but they have nine (9) locations. Dane County library service is a library that does not have a building, they only do bookmobile. Within Dane County with the twenty (20) libraries they make up sixty percent (60%) of our population, which is why they get more clusters. Based just on the population, Madison has three (3) votes or clusters, and there are sixteen (16) remaining libraries that will be split evenly. Dane County library service provides service to all the unincorporated areas of Dane County, if you don't have a physical building you are served by the bookmobile. Because of that the, library services has two (2) votes due to the high population.

Rebecca Frisch questioned if there is a County in SCLS similar to MCPL. Martha Van Pelt responded that Adams and Portage County are similar because they are consolidated counties.

Mark Arend discussed the cost for services for the systems as the information has been updated from previous months.

Discussion of August Topic: Service to Customers Internal and SWOT Analysis and Summary

This SWOT Analysis is different, the committee is looking at the organizations. Research was done and different types of analysis were found. Questions were developed to guide the committee in doing the SWOT analysis. Complete the SWOT analysis chart in the next two (2) to three (3) weeks and turn back into Mark Arend. The information will be compiled and results will be shared at the August meeting.

Sharon Hunter mentioned that the Task Force was to interview MCPL staff. Should this be done before filling out the SWOT form? Sharon Hunter would like to volunteer Rebecca Frisch to head up the interviews and maybe the committee could come up with some questions. Rebecca Frisch mentioned that the County does have trained facilitators and we could possibly ask for help from one (1) of those County resources. The Library Director will talk with County Administration and coordinate with Mark Arend.

**A motion was made by Rebecca Frisch to have the Task Force Chair, the Library Director and Rebecca Frisch meet with a County trained Facilitator to determine the technique needed to obtain information from library staff for use by the Task Force. Seconded by Sharon Hunter. Motion carried.**

The Task Force members should set aside the SWOT Analysis until after the library staff have been interviewed.

Future Meeting Dates and Topics:

- August 17: Service to Customers Internal and SWOT Analysis and Summary

Adjournment

**A Motion was made by Sharon Hunter to adjourn the meeting at 12:09 p.m. Seconded by Gary Beaström. Motion carried.**

**/s/ Mark Arend**

Committee Chair or Designee

Note: These minutes subject to approval at the next Marathon County Public Library Task Force Library System Inquiry meeting scheduled for August 17, 2020.

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, June 15, 2020. Library Headquarters, Wausau Community Room.

Present: Mark Arend, Gary Beastrom (remote), Rebecca Frisch (remote), Sharon Hunter, Shannon Schultz (remote), Scott Winch (remote)

Excused:

Others: Ralph Illick, Matt Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Ben Deitz, 5 remote visitors

The meeting was called to order at 11:00 by Mark Arend.  
Mark Arend welcomed visitors to the meeting.

Public Comments – Temporarily Suspended

#### Approval of Minutes

**A motion was made by Scott Winch to approve the MCPL Task Force Library System Inquiry minutes from May 18, 2020. Seconded by Shannon Schultz. Motion carried.**

#### Review of WVLS & SCLS Mission, Values, and Goals documents

Becky Frisch asked for more information regarding Lean Wisconsin. Marla Sepnafski stated it is a collaboration between three library systems in the area of technology. There was then a discussion concerning the development of a ranking methodology and system to aid in the decision process. Becky Frisch reviewed the core values as related to SCLS staff values and quality standards and was looking for comparable information in the WVLS packet. Marla Sepnafski reported that WVLS does not have a collection of core values stated in the same way. Shannon Schulz pointed out that each system has their values recorded in different ways. Mark Arend said that it is not the words on the page but in how those words that are put into action that should be considered. He further stated that he believed no topic should be considered ready to close with conclusions at this time and that ranking should be undertaken at the end of the process. Gary Beastrom asked that a comparison of comparable information be created to ease the process in that not having comparable information side by side makes evaluation difficult. Shannon Schultz noted that comparisons of systems should be taken in light of alignment with the needs of Marathon County.

#### Discussion of July Topic: System Governance

Task Force members discussed the possible need to extend meetings beyond the original schedule.

Future Meeting Dates and Topics:

- July 20: System Governance
- August 17: Service to Customers Internal and SWOT Analysis and Summary

Adjournment

**A Motion was made by Sharon Hunter to adjourn the meeting at 11:45 a.m. Seconded by Shannon Schulz. Motion carried.**

**/s/ Mark Arend**

Committee Chair or Designee