



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**of a meeting of the Marathon County Public Library Board of Trustees,
Monday, January 25, 2021 at 12:00 noon
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 Board of Trustee members and the public to attend this meeting remotely. To this end, instead of attendance in person, Library Board of Trustee members and the public may attend this meeting by **computer or telephone conference**. If Library Board of Trustee 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/307141637> or number: [1 866 899 4679](tel:18668994679). Access Code for dialing in: 307-141-637.**

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

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. (5 minutes) **Furnishings Project update – For Discussion and Informational Purposes Only**
8. (5 minutes) **Discussion of expired accounts pre-2014 postponement – For Discussion and Informational Purposes Only**
9. (5 minutes) **Staffing update – For Discussion and Informational Purposes Only**
- 10.(5 minutes) **Re-opening discussion – For Discussion and Possible Action**
- 11.(5 minutes) **Wi-Fi enhancement project and new branch agreements update – For Discussion and Informational Purposes Only**
- 12.(15 minutes) **County Strategic Plan alignments with System Membership Review/Rebecca Frisch, retired Marathon County Director of Conservation, Planning and Zoning Department. – For Discussion and Informational Purposes Only**
- 13.(30 minutes) **Board discussion of Task Force recommendation – For Discussion and Possible Action**
- 14.(10 minutes) **Corporation Counsel potential discussion of steps in the event of board recommendation to change system membership – For Discussion and Possible Action**
15. **Announcements**
16. **Request for Future Agenda Items**

17. **Next Meeting Dates**
- Monday 02/15/2021
 - Monday 03/15/2021
 - Monday 04/19/2021
 - Monday 05/17/2021
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: January 19, 2021
FAXED TIME: 2:55 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, December 21, 2020. Library Headquarters, Wausau Community Room.

Present: Sharon Hunter, Gary Beastrom, Jeff Campo, Dino Corvino (remote), Kari Sweeney (remote), Michelle Van Krey (remote), Scott Winch, Ralph Illick

Excused:

Others: Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, Mark Arend, 10 remote visitors

The meeting was called to order at 12:00 by Sharon Hunter. Sharon Hunter welcomed visitors to the meeting. New Board Member Campo was introduced.

A motion was made by Scott Winch to approve the Board of Trustee minutes from the November 16, 2020 meeting. Seconded by Gary Beastrom. Motion carried.

A motion was made by Kari Sweeney to approve the Bills & Services report for November 2020. Seconded by Dino Corvino. Motion carried.

Public Comments – None

President – No Report

Other Board Members – No Report

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

Board Committees – No Report

Friends of the Library – No report

MCPL Foundation – No Report

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Board Member Sweeney reported that at the November 21st meeting, the WVLS board encourages the MCPL Board of Trustees to read the rebuttal which was sent recently in regards to the financial report.

Transfer of funds to the Friends of MCPL

If donations are made to the library, by our policy they would go to the Friends of MCPL if they are of a certain amount. We need to transfer the funds with Board of Trustees approval. The amount we are asking to be transferred is \$4,987.00.

A Motion was made by Michelle Van Krey to transfer \$4,987.00 to the Friends of MCPL. Seconded by Gary Beastrom. Motion carried.

Transfer of funds to MCPL Foundation

Transfer \$44,661.97 to the MCPL Foundation.

A Motion was made by Scott Winch to transfer \$44,661.97 to the MCPL Foundation. Seconded by Jeff Campo. Motion carried.

MCPL Foundation Video

The Foundation video was played for everyone to view.

Furnishings Project Update

The Foundation has agreed to fund up to \$400,000 for the interior furnishing projects. This includes all of the service point desks at the main library and the public furnishings. The actual bill will be around \$383,000. The project manager at facilities has seen the proposals and Engberg Anderson is happy with what they are seeing. The bills are now being sent to Engberg Anderson, they are then forwarded to us (MCPL) for payment. We then ask the Foundation for reimbursement. We are asking the Board of Trustees to approve the payment of the bills up to \$383,000.

A Motion was made by Scott Winch to approve payments of bills up to \$383,000 to purchase furniture for the library to be reimbursed by the Marathon County Public Library Foundation. Seconded by Kari Sweeney. Motion carried.

Patron records cleanup

We have a significant amount of patrons who have not been here in many years. There are two factors in this; where patrons who have not used the library or their cards since the end of 2013 and the other where there is a significant amount of library fines. We have changed integrated library systems twice, not all of the information transfers forward. It is old enough that it is extremely difficult to collect any of that money. We would like to have three (3) to five (5) years of active data of relevant information.

A Motion was made by Jeff Campo for approval for the staff to move forward with looking at the patron records cleanup and bring back a report. Seconded by Gary Beastrom. Motion carried.

Wi-Fi enhancements at branches

We have notified this board that through County Administration and City County IT, there was a push to use the route to recover money to enhance our Wi-Fi at the branch locations. We do not control anything at the branches other than the interiors of the buildings of which we serve the public. We received further information for this project in a report from the vendor that was incomplete. What we are asking for today, is for the board to approve our sending out library staff to each of the branch locations to work with the municipalities.

A Motion was made by Michelle Van Krey to authorize staff to continue the process and work directly with the municipalities. Seconded by Dino Corvino. Motion carried.

Library Director's evaluation

Board President conducted an evaluation and wanted to thank everyone for their thoughts.

No motion was made

Re-opening status discussion

We haven't changed our status. We are still serving the public through appointments, curbside and drive up service. I have continued the conversation with the Health Department and I have been asked not to do anything differently at this time.

No motion was made

Task force for System Membership update


Task Force Chair Arend reported that the Task Force has been meeting since January reviewing information. This morning at the meeting voted to leave Wisconsin Valley Library Service and join South Central Library System. We will be coming to you with a formal recommendation and report at the January meeting. If you approve that, it will go to the County and the County Board. Does anyone on the Library Board have specific questions in which the Task Force report should address?

No motion was made

Announcements – None

Request for Future Agenda Items – None

A Motion was made by Scott Winch to adjourn the meeting at 12:48 p.m. Seconded by Jeff Campo. Motion carried.



Library Director

Note: These minutes subject to approval at the next Library Board meeting scheduled for January 25, 2021.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, November 16, 2020. Library Headquarters, Wausau Community Room.

Present: Sharon Hunter, Gary Beastrom (remote), Dino Corvino (remote), Kari Sweeney (remote), Michelle Van Krey (remote), Scott Winch (remote), Ralph Illick

Excused:

Others: Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 12 remote visitors

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

A motion was made by Kari Sweeney to approve the Board of Trustee minutes from the October 19, 2020 meeting. Seconded by Scott Winch. Motion carried.

A motion was made by Michelle Van Krey to approve the Bills & Services report for October 2020. Seconded by Gary Beastrom. Motion carried.

Public Comments – None

President – No Report

Other Board Members – No Report

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

Board Committees – No Report

Friends of the Library – The Library Director reported a couple months ago that a November book sale might happen by appointment only. Because COVID-19 has gotten worse they will not be holding this event. They do have a November meeting to sort out new officers for 2021.

MCPL Foundation – The Library Director reported the Foundation is committed to \$650,000 in grants for the library, with \$250,000 for technology and \$400,000 for the furnishings. The bids are under review and we are waiting for the final steps. We will be promoting everything and creating a huge thank you to everyone. We will have more to report in December on the Foundation.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet

Welcome new member

New Library Board of Trustees member Dino Corvino introduced himself.

Committee memberships to be determined at December meeting

In December we will ask for volunteers for the following committees; Personnel Committee, Education Committee, Building Committee and Nominating Committee.

2021 Library Operational Calendar

A Motion was made by Kari Sweeney to accept 2021 Library Operational Calendar as presented. Seconded by Michelle Van Krey. Motion carried.

County Broadband expansion project and Wi-Fi at branch libraries update

At the October meeting it was mentioned that the County is trying to expand access in the more rural areas and they would like us to run our Wi-Fi in those areas 24 hours a day. We have been working with the City County IT Center and County Administration as they are using Road to Recovery money for this project. Each branch is unique and we want to work with those municipalities and the County on this. We do have a meeting with the vendor on a possible plan. On our behalf of City County IT Center, the vendor has already been paid, County Administration has approved the payment.

No motion was made

Main library facilities update, including public furnishing upgrades

The RFP and bids are coming in. There are an abundance of other projects being done at the library, the grand stairwell is roughly four weeks from being finished.

No motion was made

Re-opening status discussion

Generally check on a monthly basis before the Board of Trustee meeting with the Health Department. The Health Department believes that our patrons will be more appreciative how diligent we've been with our safety guidelines. I did not offer any changes to our services model at this time, but it is a board decision. My thought is that we continue as we are, even being more careful as we have been.

Board Member Beastron, stay with the status quo if we can handle it.

No motion was made

Task force for System Membership review: Update, Progress on formulation of recommendation to the library board, timeline.

Board Member Winch reported that the Task Force reviewed the advantages and disadvantages of one system over the other. The December meeting will be held in person and a decision will be presented to the Board of Trustees in January 2021.

No motion was made

Announcements – None

Request for Future Agenda Items – None

A Motion was made by Gary Beastron to adjourn the meeting at 12:34 p.m. Seconded by Scott Winch. Motion carried.

A handwritten signature in black ink, appearing to be 'ERL', written over a horizontal line.

Library Director

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS UNIQUE MANAGEMENT SERVICES	17.90
	CONTRACT SERV-DEBT COLLECTIONS	17.90
101 000000000066592250	TELEPHONE FRONTIER	549.85
	TELEPHONE	549.85
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES MERRILL CITY TREASURER ANTIGO PUBLIC LIBRARY	27.99 12.99
	SUNDRY CONTRACTUAL SERVICES	40.98
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR BAKER & TAYLOR COMPANY	833.79
	SUNDRY CONTR SERV-JACKETS LIBR	833.79
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR BAKER & TAYLOR COMPANY	390.79
	SUNDRY CONTR SERV-PROC AV LIBR	390.79
101 000000000066593130	PRINTING/DUPLICATION MARCO	390.07
	PRINTING/DUPLICATION	390.07
101 000000000066593161	BOOKS LIBRARY BAKER & TAYLOR COMPANY AMAZON CAPITAL SERVICES	9,446.04 2,439.94
	BOOKS LIBRARY	11,885.98
101 000000000066593168	AUDIO-VISUAL MATERIALS BAKER & TAYLOR COMPANY AMAZON CAPITAL SERVICES MIDWEST TAPE LLC	2,713.18 318.86 431.70
	AUDIO-VISUAL MATERIALS	3,463.74
101 000000000066593220	SUBSCRIPTIONS NEWSPAPER/PERDCL EBSCO INFORMATION SERVICES	14,337.23
	SUBSCRIPTIONS NEWSPAPER/PERDCL	14,337.23
101 000000000066593497	LIBRARY OPERATING SUPPLIES NASSCO AMAZON CAPITAL SERVICES	265.50 722.03
	LIBRARY OPERATING SUPPLIES	987.53

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066595320	BUILDING/OFFICES RENT	
	ATHENS, VILLAGE OF	5,154.63
	EDGAR, VILLAGE	4,933.42
	WI PUBLIC SERVICE CO	352.34
	VILLAGE OF MARATHON CITY	506.81
	BUILDING/OFFICES RENT	10,947.20
	LIBRARY 665 TOTAL:	<u>43,845.06</u>

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	10.70
CAPITAL NEWSPAPERS	600.00
APPS, JERRY W	400.00
TANK MATES LLC	649.00
BOOKS LIBRARY	<u>1,659.70</u>
LIBRARY GIFTS 667 TOTAL:	<u>1,659.70</u>
Report Total:	<u><u>45,504.76</u></u>

GL787 LIB 20-OBL vs BUDGET Report Format 511

Period 12 ending December 31, 2020 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2020 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	546,309.00	36,670.16		521,464.57	521,464.57	24,844.43	95.5
Act 1111 SALARIES-PERMANENT-REGUL	33,516.00					33,516.00	
Act 1210 WAGES-PERMANENT-REGULAR	778,348.00	55,244.56		720,051.00	720,051.00	58,297.00	92.5
Act 1211 WAGES-PERMANENT-REGULAR	650,878.00	44,880.31		576,187.80	576,187.80	74,690.20	88.5
Act 1250 WAGES-TEMPORARY-REGULAR	24,794.00					24,794.00	
Act 1510 SOCIAL SECURITY EMPLOYER	155,646.00	4,939.98		125,503.42	125,503.42	30,142.58	80.6
Act 1520 RETIREMENT EMPLOYERS SHA	121,970.00	4,323.79		112,010.91	112,010.91	9,959.09	91.8
Act 1540 HOSPITAL/HEALTH INSURANC	488,867.00	1,700.49		440,246.51	440,246.51	48,620.49	90.1
Act 1541 DENTAL INSURANCE	11,929.00			9,898.30	9,898.30	2,030.70	83.0
Act 1543 INCOME CONTINUATION INSU	7,769.00					7,769.00	
Act 1544 HLTH INS-CONVERSION, RET				13,023.05	13,023.05	13,023.05-	
Act 1545 POST EMPLOYEE HEALTH PLA	31,668.00	924.00		22,476.62	22,476.62	9,191.38	71.0
Act 1550 LIFE INSURANCE	1,134.00	45.33		553.44	553.44	580.56	48.8
Act 1560 WORKERS COMPENSATION PAY	1,655.00	55.74		1,084.74	1,084.74	570.26	65.5
Act 1580 UNEMPLOYMENT COMPENSATIO	2,035.00	69.61		1,743.31	1,743.31	291.69	85.7
<hr/>							
APR 711A LIBRARY LVL 1-PERS SERVICE	2,856,518.00	148,853.97		2,544,243.67	2,544,243.67	312,274.33	89.1
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	25,500.00			26,112.27	26,112.27	612.27-****	
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	17.90		268.50	268.50	731.50	26.9
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00			9,133.00	9,133.00	2,633.00-****	
Act 2250 TELEPHONE	8,500.00	582.88		11,272.54	11,272.54	2,772.54-****	
Act 2433 MAINTENANCE CONTRACTS	11,000.00					11,000.00	
Act 2490 SUNDRY REPAIR/MAINT SERV	2,500.00			340.00	340.00	2,160.00	13.6
Act 2561 LIBRARY FEES-REIMBURSE T	9,500.00			4,654.45	4,654.45	4,845.55	49.0
Act 2954 RFID EQUIP MAINT FEES	35,500.00			33,889.53	33,889.53	1,610.47	95.5
Act 2955 V-CAT FEES LIBR	76,500.00			81,637.84	81,637.84	5,137.84-****	
Act 2957 COUNTY E-MAIL SERVICE	8,500.00			8,500.00	8,500.00	****	
Act 2958 COUNTY NETWORK SUPPORT	4,000.00			1,120.00	1,120.00	2,880.00	28.0
Act 2959 TIMING SOFTWARE MAINT-LI	1,800.00			1,590.45	1,590.45	209.55	88.4
Act 2990 SUNDRY CONTRACTUAL SERVI	9,000.00	40.98		17,165.05	17,165.05	8,165.05-****	
Act 2994 CONTRACTUAL VAN/COURIER	3,500.00			3,668.33	3,668.33	168.33-****	
Act 2995 COMPUTER MAINT. CONTRACT	8,000.00					8,000.00	
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	993.54		18,675.05	18,675.05	3,324.95	84.9
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	490.12		4,687.42	4,687.42	3,312.58	58.6

GL787 LIB 20-OBL vs BUDGET Report Format 511

Period 12 ending December 31, 2020 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2020 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			892.94	892.94	2,757.06	24.5
Act 3125 PAPER COPIER	2,250.00			984.00	984.00	1,266.00	43.7
Act 3126 PAPER - RECEIPTS	800.00			1,299.80	1,299.80	499.80	****
Act 3127 RFID TAGS-LIBR	10,500.00			4,728.16	4,728.16	5,771.84	45.0
Act 3130 PRINTING/DUPLICATION	9,000.00	390.07		6,350.55	6,350.55	2,649.45	70.6
Act 3161 BOOKS LIBRARY	282,250.00	14,300.89		226,399.82	226,399.82	55,850.18	80.2
Act 3168 AUDIO-VISUAL MATERIALS	64,000.00	4,347.09		47,025.86	47,025.86	16,974.14	73.5
Act 3190 OFFICE SUPPLIES	8,000.00			95.56	95.56	7,904.44	1.2
Act 3220 SUBSCRIPTIONS NEWSPAPER/	20,000.00	14,337.23		18,556.62	18,556.62	1,443.38	92.8
Act 3221 SUBSCRIPTIONS-ELECTRONIC	25,000.00			17,514.10	17,514.10	7,485.90	70.1
Act 3240 MEMBERSHIP DUES				924.00	924.00	924.00	-
Act 3250 REGISTRATION FEES/TUITIO	5,000.00			603.00	603.00	4,397.00	12.1
Act 3260 ADVERTISING	6,000.00			686.57	686.57	5,313.43	11.4
Act 3321 PERSONAL AUTO MILEAGE	4,000.00			866.66	866.66	3,133.34	21.7
Act 3350 MEALS	500.00					500.00	
Act 3360 LODGING	600.00			293.50-	293.50-	893.50	48.9-
Act 3390 MEETING EXPENSES	2,000.00			864.84	864.84	1,135.16	43.2
Act 3497 LIBRARY OPERATING SUPPLI	20,000.00	1,261.90		37,878.76	37,878.76	17,878.76	****
Cat 950 FIXED CHARGES							
Act 5140 GENERAL LIABILITY PREMIU	9,250.00			4,587.00	4,587.00	4,663.00	49.6
Act 5151 BUILDING & CONTENTS INSU	14,000.00			6,990.00	6,990.00	7,010.00	49.9
Act 5190 OTHER INSURANCE	1,800.00			18,392.00	18,392.00	16,592.00	****
Act 5320 BUILDING/OFFICES RENT	55,000.00	10,947.20		53,929.48	53,929.48	1,070.52	98.1
APR 711B LIBRARY LVL 1-OPERATING	786,100.00	47,709.80		671,990.65	671,990.65	114,109.35	85.5
Or2 665 LIBRARY	3,642,618.00	196,563.77		3,216,234.32	3,216,234.32	426,383.68	88.3

GL787 LIB 20-OBL vs BUDGET Report Format 511

Period 12 ending December 31, 2020 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2020 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		23,153.00		23,426.56	23,426.56	273.56	****
Act 3240 MEMBERSHIP DUES		19,000.00		18,726.44	18,726.44	273.56	98.6

APR 711B LIBRARY LVL 1-OPERATING		42,153.00		42,153.00	42,153.00		****

Or2 666 WVLS CONTRACTUAL SERVICE-LI		42,153.00		42,153.00	42,153.00		****

Agy 0870 LIBRARY	3,684,771.00	196,563.77		3,258,387.32	3,258,387.32	426,383.68	88.4

Sub 101 GENERAL FUND	3,684,771.00	196,563.77		3,258,387.32	3,258,387.32	426,383.68	88.4

GL787

LIB 20-OBL vs BUDGET

Report Format 511

Period 12 ending December 31, 2020

Transaction status 1

Sub 252 LIBRARY GIFTS

Agy 0870 LIBRARY

Description	2020 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	88,553.00	2,107.27		39,949.54	39,949.54	48,603.46	45.1

Or2 667 LIBRARY GIFTS	88,553.00	2,107.27		39,949.54	39,949.54	48,603.46	45.1

Agy 0870 LIBRARY	88,553.00	2,107.27		39,949.54	39,949.54	48,603.46	45.1

Sub 252 LIBRARY GIFTS	88,553.00	2,107.27		39,949.54	39,949.54	48,603.46	45.1

Report Final Totals	3,773,324.00	198,671.04		3,298,336.86	3,298,336.86	474,987.14	87.4
=====							

GL787 LIB 20 MAINT OBL VS BUDGET Report Format 511

Period 12 ending December 31, 2020 Transaction status 1

Sub 101 GENERAL FUND Agy 0590 OTHER GENERAL GOVERNMENT

Description	2020 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		360.00	360.00	60.00	85.7
Act 2210 WATER/SEWER	35,000.00			26,115.37	26,115.37	8,884.63	74.6
Act 2220 ELECTRIC	42,000.00	2,555.08		30,690.13	30,690.13	11,309.87	73.1
Act 2240 NATURAL/PROPANE GAS	10,000.00	864.98		7,404.07	7,404.07	2,595.93	74.0
Act 2450 GROUNDS/GROUND IMPROVEME	100.00					100.00	
Act 2460 BUILDING SERVICE EQUIP R	1,500.00	519.28		4,210.18	4,210.18	2,710.18	****
Act 2470 BUILDING REPAIRS	500.00			1,415.79	1,415.79	915.79	****
Act 2930 FIRE PROTECTION	300.00			184.57	184.57	115.43	61.5
Act 2970 REFUSE COLLECTION	4,800.00			4,621.12	4,621.12	178.88	96.3
Act 2990 SUNDRY CONTRACTUAL SERVI	2,600.00	63.15		2,169.29	2,169.29	430.71	83.4
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	7,000.00	556.95		7,000.00	7,000.00		****
Act 3460 CLOTHING/UNIFORM	500.00	52.80		419.21	419.21	80.79	83.8
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00			400.83	400.83	99.17	80.2
Cat 940 BUILDING MATERIALS							
Act 4250 SMALL HARDWARE/WIRE/NAIL	100.00					100.00	
APR 561F MAINT LIBR LVL 1-OPERATIN	105,320.00	4,642.24		84,990.56	84,990.56	20,329.44	80.7
Or2 206 LIBRARY - BLDG MAINTENANCE	105,320.00	4,642.24		84,990.56	84,990.56	20,329.44	80.7
Agy 0590 OTHER GENERAL GOVERNMENT	105,320.00	4,642.24		84,990.56	84,990.56	20,329.44	80.7
Sub 101 GENERAL FUND	105,320.00	4,642.24		84,990.56	84,990.56	20,329.44	80.7
Report Final Totals	105,320.00	4,642.24		84,990.56	84,990.56	20,329.44	80.7

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of December 2020

Branch	2019 CURRENT MONTH	2020 CURRENT MONTH	% CHANGE	2019 YEAR-to-DATE	2020 YEAR-to-DATE	% CHANGE
ATHENS	1,341	711	-46.98%	19,979	9,944	-50.23%
EDGAR	1,718	1,350	-21.42%	22,885	13,709	-40.10%
HATLEY	2,005	1,438	-28.28%	31,124	16,359	-47.44%
MARATHON	2,606	1,925	-26.13%	40,295	19,572	-51.43%
MOSINEE	2,595	1,731	-33.29%	42,300	18,744	-55.69%
ROTHSCHILD	9,155	5,303	-42.08%	122,836	60,775	-50.52%
SPENCER	1,736	695	-59.97%	22,381	10,004	-55.30%
STRATFORD	1,591	997	-37.34%	24,003	13,093	-45.45%
WAUSAU	29,611	10,851	-63.35%	432,444	166,542	-61.49%
WAUSAU DRIVE UP	1,044	170	-83.72%	13,628	3,908	-71.32%
HOMEBOUND	985	1,213	23.15%	12,879	12,948	0.54%
ILL	128	130	1.56%	1,484	827	-44.27%
OVERDRIVE	11,258	12,451	10.60%	134,213	154,188	14.88%
GRAND TOTAL	65,773	38,965	-40.76%	920,451	500,613	-45.61%

**Because of the COVID-19 Pandemic, all MCPL Locations closed to the public on Tuesday, March 17.

**MCPL Started curbside pickup at all locations on Thursday, April 30.

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

December 2020

	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	8	0	12	0	0	351	0	371	9,944	3.73%	
EDGAR	1	0	7	0	0	0	0	8	13,709	0.06%	
HATLEY	0	0	0	1,560	801	0	0	2,361	16,359	14.43%	
MARATHON	0	0	7	0	0	0	0	7	19,572	0.04%	
MOSINEE	0	0	9	48	0	0	3	60	18,744	0.32%	
ROTHSCHILD	18	3	41	1,453	46	9	8	1,578	60,775	2.60%	
SPENCER	798	0	0	0	0	33	49	880	10,004	8.80%	
STRATFORD	6	0	0	0	0	25	0	31	13,093	0.24%	
WAUSAU	622	257	2,794	1,040	1,193	231	129	6,266	166,542	3.76%	
WAUSAU DRIVE UP	2	0	208	0	2	2	0	214	3,908	5.48%	
MISC*									167,963		
TOTAL MCPL	1,455	260	3,078	4,101	2,042	651	189	11,776	500,613	2.35%	
% of CIRC by COUNTY	0.29%	0.05%	0.61%	0.82%	0.41%	0.13%	0.04%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of December 2020

	2019 CURRENT MONTH	2020 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	64,481	64,081	-0.62%
RESIDENT CHILD	9,280	8,749	-5.72%
HOMEBOUND	190	178	-6.32%
STAFF	68	66	-2.94%
TEMPORARY	249	466	87.15%
TOTAL FOR MARATHON COUNTY	74,268	73,540	-0.98%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,872	2,864	-0.28%
CHILD	238	228	-4.20%
TEMPORARY	16	24	50.00%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,126	3,116	-0.32%
INTERLIBRARY LOAN			
ILL	533	423	-20.64%
GRAND TOTAL	77,927	77,079	-1.09%

Curbside Pick Up & Appointment Stats

	Wausau		Athens		Edgar		Hatley		Marathon		Mosinee		Rothschild		Spencer		Stratford	
	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt
12/1/2020	118	21	6	3	4	10	8	7	11	9	14	7	47	14	2	7	8	2
12/2/2020	100	19	1	12	3	6	5	6	8	14	7	5	32	14	1	8	7	3
12/3/2020	95	19	2	2	2	2	6	2	5	9	8	5	16	19	0	4	2	3
12/4/2020	126	19	4	3	3	7	6	3	4	4	8	3	34	8	1	2	3	2
12/7/2020	93	19	4	3	2	5	3	2	3	11	8	2	22	17	1	9	5	7
12/8/2020	142	19	6	10	2	5	8	3	9	7	6	5	33	13	2	6	5	2
12/9/2020	123	24	6	1	6	6	10	4	11	11	13	6	46	19	5	4	10	4
12/10/2020	101	17	3	0	2	4	5	6	7	2	9	6	35	8	2	7	4	1
12/11/2020	87	24	1	4	6	8	3	8	8	4	3	4	30	22	1	2	2	6
12/14/2020	89	22	3	5	3	14	7	5	9	11	11	6	30	14	1	6	6	3
12/15/2020	157	16	5	3	5	11	7	2	12	5	6	9	45	15	1	6	8	7
12/16/2020	109	20	1	5	1	10	6	3	6	16	10	6	44	8	0	9	3	8
12/17/2020	71	20	4	7	2	5	4	5	8	8	5	1	18	9	1	1	3	8
12/18/2020	102	20	2	8	0	10	9	4	3	1	9	2	24	10	1	8	1	2
12/21/2020	114	21	6	6	3	17	5	1	4	5	10	6	23	11	3	9	4	3
12/22/2020	151	21	4	6	7	13	7	4	13	2	14	3	54	29	2	8	11	5
12/23/2020	133	15	7	2	3	7	8	8	7	9	18	5	49	16	1	6	6	3
12/24/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12/25/2020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12/28/2020	100	21	4	4	2	3	3	6	8	6	3	7	27	10	2	11	11	7
12/29/2020	149	18	3	5	7	6	3	3	11	11	16	5	41	21	1	6	3	6
12/30/2020	94	15	2	9	0	2	2	5	4	5	7	5	32	8	0	7	2	6
12/31/2020	123	17	3	4	1	4	5	3	1	4	8	8	20	13	0	10	5	2
Total for Dec	2377	407	77	102	64	155	120	90	152	154	193	106	702	298	28	136	109	90

* Branch Appointments = the total number of patrons that come in for an appointment.

* Wausau Appointments = Computer Appointments

2020 Curbside Pick Up & Appointment Stats

	Wausau		Athens		Edgar		Hatley		Marathon		Mosinee		Rothschild		Spencer		Stratford	
	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt	Curbside	Appt
April	92	-	10	-	-	-	-	-	6	-	5	-	31	-	5	-	15	-
May	1,431	-	83	-	99	-	93	-	161	-	149	-	478	-	64	-	106	-
June	2,012	139	99	18	107	43	109	32	160	53	167	26	597	160	69	28	119	22
July	2,418	491	81	84	52	162	92	170	161	173	169	118	617	428	45	116	125	109
August	2,369	468	86	115	47	165	104	100	154	140	182	106	642	392	37	82	101	128
September	2,410	459	88	98	53	157	110	111	166	136	175	112	638	339	37	106	112	109
October	2,387	425	98	89	60	184	117	136	192	134	197	124	692	308	14	139	109	87
November	2,328	355	87	73	37	128	95	100	189	141	175	73	651	302	19	116	91	86
December	2,377	407	77	102	64	155	120	90	152	154	193	106	702	298	28	136	109	90
2020 Total	17,824	2,744	709	579	519	994	840	739	1,341	931	1,412	665	5,048	2,227	318	723	887	631

* Branch Appointments = the total number of patrons that come in for an appointment.

* Wausau Appointments = Computer Appointments

**Marathon County Public Library
Director's Report
January 2021**

THE PAST MONTH

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

Library Services Report

December 2020

News

- Leah held rounding with individual staff
- Leah attended the System Task Force meeting via GoToMeeting
- Leah attended the Library Board meeting via GoToMeeting
- Leah prepared and delivered annual appraisals
- Chad met with the Central Wisconsin Book Festival committee
- Kate trained ED staff on inventory
- Proctoring: Julie – 1
- Inventory: Athens: Paperbacks Hatley: Artwork Marathon: YA Fiction, New YA Fiction, and YA Non-Fiction Stratford: Adult Large Print, New Adult Large Print, Adult Fiction, New Adult Fiction, Paperbacks, New Adult Non-Fiction, New Adult Biographies, New Large Print Biographies, and New Wisconsin

Events and Programs

*due to COVID-19, the library was closed and all onsite story times and programs were canceled

Youth Programming

- Story Times
 - Dec. 1: Virtual Story Time – 11 total views on YouTube
 - Dec. 3: Virtual Story Time—15 total views on YouTube
 - Dec. 8: Virtual Story Time— average 5 views per hour (114 total views in 24 hours)
 - Dec. 10: Virtual Story Time—16 total views on YouTube
 - Dec. 15: Virtual Story Time—average 5 views per hour (125 total views in 24 hours)
 - Dec. 17: Virtual Story Time—5 total views on YouTube
- Other Programming
 - Dec. 7: Octopus Virtual Story Time (accompanies Octopus craft)—15
 - Dec. 2: Virtual/Interactive Head Start Story Time via Ring Central—44
 - Dec. 16: Virtual/Interactive Head Start Story Time via Ring Central—64

- Nov. 23-Dec. 4: Grab and Go Constellations—224
- Dec. 7-18: Grab and Go Octopus (preschool)—144
- Dec. 7-18: Grab and Go Octopus (tween)—184
- Dec. 21-31: Grab and Go Pokémon Card Box—200
- Dec. 1: Colossal Fossils via Zoom—3
- Dec. 8: Colossal Fossils via Zoom—5
- Dec. 15: Colossal Fossils via Zoom—4
- Dec. 22: Colossal Fossils via Zoom—4
 - Number of December Youth Services programs – 17 (14 virtual, 3 socially distanced “in person”)
 - Total attendance for December Youth Services programs – 948

Adult/All Ages Events

- Dec. 3: Marathon County Historical Society History Chats: People You Should Know – Louis Marchetti; attendance – 22 live viewers
- Dec. 8: Lions, Sharks and Bears: A Virtual Photographic Primer with John Van Barriger – 7 live viewers
- Dec. 10: MCHS History Chats: People You Should Know – Helen Ohm – 17 live viewers
- Dec. 15: HSMC 101: The Services of the Humane Society of Marathon County – 0 live viewers
- Dec. 15: Virtually Silent Book Club – 2
- Dec. 17: MCHS History Chats: People You Should Know – Olai Bache-Wiig – 20 live viewers
 - Total programs/events for December – 6
 - Total attendance/participation – 68

Media Summary

Social Media Statistics:

- Facebook (MCPL): 4,230 likes/follows (+22)
- Twitter: 1,232 followers (+5)
- Pinterest: 969 followers (+1)
- Goodreads: 293 friends (+1); 1,305 reviews (+3)
- Instagram: 852 followers (+19)
- YouTube: 60 subscribers (+16)

Hot Happenings in the River District (email newsletter)

- December 2- Grab & Go: Octopus and Aquarium Craft
- December 9- Virtual Gardening: Tips & Care for Your Favorite Winter Plants
- December 16- Grab & Go: DIY Pokémon Deck Box
- December 23- Grab & Go: DIY Pokémon Deck Box
- December 30- Grab & Go: Felt Wall Hanging

WSAW Channel 7

- December 2- Marathon County Public Library, Humane Society of Marathon County to discuss pet adoption during free virtual talk
<https://www.wsaw.com/2020/12/02/marathon-county-public-library-humane-society-of-marathon-county-to-discuss-pet-adoption-during-free-virtual-talk>

Wisconsin Public Radio – 90.9 FM

- December 30- With In-Person Services Limited, Wisconsin Libraries Check Out New Ways to Reach Their Communities (Library Director, Ralph Illick)
<https://www.wpr.org/person-services-limited-wisconsins-libraries-check-out-new-ways-reach-their-communities>

City Pages

- December 3- Big Guide- Mosinee: Grab & Go Craft Kit: Colorful Winter Hat; Rothschild: Grab & Go Craft Kit: Letter of the Week
- December 10- Big Guide- Mosinee: Grab & Go Craft Kit: Colorful Winter Hat; Rothschild: Grab & Go Craft Kit: Letter of the Week
- December 17- Big Guide- Wausau: MCPL & Colossal Fossils Present-Rope-Making, Grab & Go Craft Kit: Pokémon Deck Box; Rothschild: Grab & Go Craft Kit: Letter of the Week
- December 24- Big Guide- Wausau: Grab & Go Craft Kit: Pokémon Deck Box; Hatley: Grab & Go-Paper Bag Volcano; Rothschild: Grab & Go Craft Kit: Letter of the Week

Mosinee Times

- December 3- Marathon County Public Library Youth Events- Wausau: Grab & Go- Octopus and Aquarium Craft, MCPL & Colossal Fossils Present-Primitive Fishing; Mosinee: Grab & Go-Colorful Winter Hat; Rothschild: Grab & Go-Letter of the Week; Spencer: Grab & Go-Magical Snowman; MCPL, Extension Marathon Co. to offer virtual class on winter plant care
- December 24- Marathon County Public Library Youth Events- Wausau: Grab & Go- Pokémon Deck Box; Hatley: Grab & Go-Paper Bag Volcanoes; Rothschild: Grab & Go-Letter of the Week

Wausau Pilot & Review

- December 1- MCPL & Colossal Fossils Present-Ancient Music
<https://wausaupilotandreview.com/event/mcpl-and-colossal-fossils-present-ancient-music-hosted-by-marathon-county-public-library-mcpl-and-colossal-fossils>
- December 6- Marathon County Public Library activities- Wausau: Grab & Go-Eight-Armed Octopus and Eight Year-Old Aquarium, A Wildlife Photography Primer with John Van Barriger, Virtual Gardening-Tips and Care for Your Favorite Winter Plants, HSMC 101-Services of the Humane Society of Marathon County; MCPL & Colossal Fossils Present-Ice Age Clothing; Athens: Grab & Go-Build a Geometric Snowman; Marathon City: Grab & Go-Bird's Nest; Mosinee: Grab & Go-Feed the Penguin; Rothschild: Grab & Go-Letter of the Week, Grab & Go-Pipe Cleaner Snake; Stratford: Grab & Go-Ready Set Snow!
<https://wausaupilotandreview.com/2020/12/06/marathon-county-public-library-activities-18>

- December 15- Marathon County Public Library activities- Wausau: Grab & Go-Pokémon Deck Box, MCPL & Colossal Fossils Present-Rope-Making; Deck Box; Rothschild: Grab & Go-Letter of the Week
<https://wausapilotandreview.com/2020/12/15/marathon-county-public-library-activities-19>
- December 20- Marathon County Public Library activities- Wausau: Grab & Go-Pokémon Deck Box; Hatley: Grab & Go-Paper Bag Volcanoes; Rothschild: Grab & Go-Letter of the Week
<https://wausapilotandreview.com/2020/12/20/marathon-county-public-library-activities-20>
- December 30- Marathon County Public Library activities- All MCPL Locations-Winter Reading Challenge, Grab & Go-Symmetrical Snowflakes
<https://wausapilotandreview.com/2020/12/30/marathon-county-public-library-activities-21>

Materials

- Youth

	2020 Annual Budget	Rollover from 2019	Total Appropriation	Monthly Budget	*Free Balance	Spent as of 1/5/2021	*% Spent	Budget Holdback	*Free Balance w/ Budget Holdback	Adjusted spending as of 1/5/2021	*% Spent w/ Budget Holdback
Juvenile Audiobooks	\$4,500.00		\$4,500.00	\$409.09	\$399.75	\$4,100.25	91%	\$400.00	\$(0.25)	\$4,500.25	100.01%
Juvenile CDs	\$500.00	\$205.37	\$705.37	\$45.45	\$1.26	\$704.11	100%	\$-	\$1.26	\$704.11	99.82%
Juvenile DVDs	\$13,000.00	\$166.88	\$13,166.88	\$1,181.82	\$1,820.00	\$11,346.88	86%	\$1,820.00	\$-	\$13,166.88	100.00%
Juvenile DVDs Standing Order	\$1,000.00	\$12.00	\$1,012.00	\$90.91	\$-	\$1,012.00	100.00%	\$-	\$-	\$1,012.00	100.00%
Juvenile Video Games	\$2,000.00		\$2,000.00	\$181.82	\$300.00	\$1,700.00	85%	\$300.00	\$-	\$2,000.00	100.00%
Young Adult Audio Books	\$500.00		\$500.00	\$45.45	\$-	\$500.00	100%	\$-	\$-	\$500.00	100.00%
Youth AV Subtotal	\$21,500.00	\$384.25	\$21,884.25	\$1,954.55	\$2,521.01	\$19,363.24	88%	\$2,520.00	\$1.01	\$21,883.24	100.00%
Juvenile Fiction	\$20,000.00	\$58.99	\$20,058.99	\$1,818.18	\$1,080.70	\$18,978.29	95%	\$1,080.00	\$0.70	\$20,058.29	100.00%
Juvenile NonFiction	\$40,000.00	\$1,608.58	\$41,608.58	\$3,636.36	\$5,500.00	\$36,108.58	87%	\$5,500.00	\$-	\$41,608.58	100.00%
Juvenile Picture Books	\$35,000.00	\$43.31	\$35,043.31	\$3,181.82	\$5,714.49	\$29,328.82	84%	\$5,700.00	\$14.49	\$35,028.82	99.96%
Juvenile Spanish	\$570.00		\$570.00	\$51.82	\$18.36	\$551.64	97%	\$-	\$18.36	\$551.64	96.78%
Juvenile Print Standing Order	\$9,000.00	\$684.00	\$9,684.00	\$818.18	\$987.72	\$8,696.28	89.80%	\$-	\$987.72	\$8,696.28	89.80%
Young Adult Fiction	\$8,000.00	\$153.42	\$8,153.42	\$727.27	\$200.00	\$7,953.42	98%	\$200.00	\$-	\$8,153.42	100.00%
Young Adult Graphic Novels	\$4,000.00	\$357.67	\$4,357.67	\$363.64	\$-	\$4,357.67	100%	\$-	\$-	\$4,357.67	100.00%
Young Adult NonFiction	\$1,000.00	\$136.72	\$1,136.72	\$90.91	\$-	\$1,136.72	100%	\$-	\$-	\$1,136.72	100.00%
Youth Print Subtotal	\$117,570.00	\$3,042.69	\$120,612.69	\$10,688.18	\$13,501.27	\$107,111.42	89%	\$12,480.00	\$1,021.27	\$119,591.42	99.15%
Youth Services TOTAL	\$139,070.00	\$3,426.94	\$142,496.94	\$12,642.73	\$16,022.28	\$126,474.66	89%	\$15,000.00	\$1,022.28	\$141,474.66	99.28%

WVLS Juvenile Print	\$1,900.00		\$1,900.00	\$380.00	-\$1.18	\$1,901.18	100.06%
WVLS Juvenile Audio	\$600.00		\$600.00	\$120.00	\$2.70	\$597.30	99.55%

*Money left in the account is money from items that came in cheaper or cancelled. Encumbered money from 2020 will be rolled over into 2021 funds with approval from the board. Warehouses and shipping issues from Covid-19 caused delays in receiving our materials from B&T and other vendors.

- Adult

	2020 Annual Budget	Rollover from 2019	Total Appropriation	Monthly Allotment	Free Balance	Amount Deducted	*Current Free Balance	Spent as of Jan. 5, 2021	% Spent
Adult Audiobooks	\$12,500.00	\$577.82	\$13,077.82	\$1,136.36	\$5,302.23	\$1,500.00	-\$11.87	\$13,089.69	100.09%
Adult Music CD	\$7,500.00	\$525.11	\$8,025.11	\$681.82	\$4,318.70	\$2,500.00	\$0.91	\$8,024.20	99.99%
Adult DVD	\$30,000.00	\$1,586.24	\$31,586.24	\$2,727.27	\$17,149.89	\$10,400.00	\$0.00	\$31,586.24	100.00%
Adult Video Games	\$1,500.00	\$39.99	\$1,539.99	\$136.36	\$700.12	\$350.00	\$0.11	\$1,539.88	99.99%
Adult AV Subtotal	\$51,500.00	\$2,729.16	\$54,229.16	\$4,681.82	\$27,470.94	\$14,750.00	-\$10.85	\$54,240.01	100.02%
Adult Paperbacks	\$1,875.00	\$469.72	\$2,344.72	\$170.45	\$1,112.26	\$750.00	\$0.03	\$2,344.69	100.00%
Adult Paperbacks S.O.	\$3,714.00		\$3,714.00	N/A	\$2,749.00	\$0.00	\$0.00	\$3,714.00	100.00%
Adult Fiction	\$46,000.00	\$557.65	\$46,557.65	\$4,181.82	\$12,520.64	\$0.00	\$5.29	\$46,552.36	99.99%
Adult LT Fiction	\$7,200.00	\$454.48	\$7,654.48	\$654.55	\$3,314.40	\$800.00	\$30.34	\$7,624.14	99.60%
Adult LT S.O.	\$15,300.00		\$15,300.00	\$1,390.91	\$4,748.53	\$0.00	\$273.90	\$15,026.10	98.21%
Adult Non-fiction	\$66,000.00	\$2,733.86	\$68,733.86	\$6,000.00	\$25,469.76	\$6,500.00	\$100.87	\$68,632.99	99.85%
Adult Non-fiction S.O.	\$3,000.00		\$3,000.00	N/A	\$2,709.05	\$0.00	\$157.31	\$2,842.69	94.76%
Adult Biographies	\$10,000.00	\$170.28	\$10,170.28	\$909.09	\$3,179.77	\$1,500.00	\$14.97	\$10,155.31	99.85%
Adult Spanish	\$750.00	\$31.76	\$781.76	\$68.18	\$564.66	\$350.00	\$0.34	\$781.42	99.96%
Adult Hmong	\$750.00		\$750.00	\$68.18	\$624.63	\$350.00	\$0.16	\$749.84	99.98%
Adult Print Subtotal	\$154,589.00	\$4,417.75	\$159,006.75	\$14,053.55	\$56,992.70	\$10,250.00	\$583.21	\$158,423.54	99.63%
Adult Services TOTAL	\$206,089.00	\$7,146.91	\$213,235.91	\$18,735.36	\$84,463.64	\$25,000.00	\$572.36	\$212,663.55	99.73%

*Money left in the account is money from items that came in cheaper or cancelled. Encumbered money from 2020 will be rolled over into 2021 funds with approval from the board. Warehouses and shipping issues from Covid-19 caused delays in receiving our materials from B&T and other vendors.

Monthly Business Report – January, 2021

The monthly January Bills and Services report, the Obligation vs. Budget report, and the 2020 CIP report are included in the packet along with our Facilities and Capital Management Obligation vs. budget report. These will repeat in the February report as we continue to enter invoices for payment that are backdated into the 2020 fiscal year.

A variety of budget scenarios are being reviewed in the Business Office so that whatever the guidance from County Administration, the Library will be ready to choose from considered options rather than reacting to an unexpected request.

Expired Patron accounts continue to be reviewed. Accounts having expired on or before December 31, 2013, number just over nineteen thousand. One account in the list is as old as 2002 and the rest are distributed over the time range between 2003 and the end of 2013.

As was reported last month, the City County IT Department project is installing a fiber optic connection to our Hatley Branch as a waypoint on the way to a school. We heard that the fiber is in, but have had no communication concerning when it will be made live or how much our assessed cost will be going forward. There is still no word as to what this project will cost either for construction or ongoing use expense. As those numbers become available we will better be able to determine the best way forward keeping in mind our responsibility to be good stewards of limited resources.

Tom is overseeing the change out of network switch gear to bring the speed of our internet service offered to patrons into line with the speed of the service we purchase. There has so far been a forty times increase in Wi-Fi network upload and download speeds at the Wausau location. More improvements are expected as the scope of challenges and opportunities are better understood.

All analog security cameras throughout the interior of the building have been replaced by in-house staff with only four outside cameras remaining as part of the old system. A

sample of the new outdoor rated high-resolution digital camera is on order so that it can be tested in anticipation of a late spring install. Continued mild weather may afford an opportunity to speed the process.

Network wiring in the Wausau building is being reviewed, relabeled and, as appropriate, removed. Twenty five years of abandoned network, video, and telephone cabling is being removed for the purpose of simplifying troubleshooting and easier location of new services. Again, all work is being done in-house.

December Support Services 2020 Report

Circulation Team

- December curbside statistics are 2,377 pickups, for an average of 113.2 pickups per day. Curbside circulation was 11,021 items, an increase of 378 items.
- The Circulation team has been sanitizing touchpoints for the safety of the scheduled 419 customers when entering and exiting the building for computer usage during the month of December.
- 4,149 telephone calls were answered by the team members, with an average of 198 calls per day, averaging 25 calls per hour.
- 46 new library card applications have been processed. 44 library cards have been verified by staff, and picked up by our customers at the drive thru window.
- 12/8/2020 & 12/15/2020 Kitty R met with the Director to discuss annual appraisal procedure.
- 12/10/2020 Kitty R attended a virtual Webinar by Ryan Dowd, on Burnout & Stress. The webinar included information how the human brain works during stressful times, and that burnout & trauma are closely linked.
- Jeff P assists Support West Drive Thru Window breaks on Mondays and Thursdays.
- Ken Block continued to work on the OCLC project, which is now completed.
- Laura D completed a 600+ account update spreadsheet for library card accounts with incomplete barcode information. This project coincides with the new SMS Messaging system.
- Passport Agents are taking their online training course to recertify our MCPL facility for 2021. Jeff P, Kitty R, Laura D, Pam S, have completed the course thus far.
- Pam S, and Paula L have been busy in December checking out, and packaging 1,213 items for our Homebound customers.
- Annual appraisals have been completed.

Support Services Team

- 12/15/20: Chris and Pat attended the V-Cat Bib Committee meeting. Topics discussed:
 - Discovery Layer update
 - Juvenile subject headings
 - Missing and outdated subject headings (two different projects)
- 12/21/20: Mary continued the vacation holds on several newspaper subscriptions.
- Chris created a list of library materials set to “missing” status in 2018. Staff at all locations searched for these items one last time. 276 items are set to be deleted from the catalog.
- Chris completed another cataloging cleanup project. Hmong cassettes and music compact discs have the same location code, material type, and item type (by choice). To differentiate the two forms Chris added CAS or CD to the call number.
- Curbside pickup continues to be a success, as well as the Grab ‘n’ Go crafts. We thank members of the Main Desk Team for their help covering curbside.
- The catalog project that Chris, Mary, Pat and Stephanie have been working on is completed. We thank Julie, Kate, Kathy, Ken, and Rose for their assistance with this project.
- The Collection Development Team spent out the last of their 2020 budget. Support Services are busy with the yearend push of orders.
- Marathon County jail picked up 11 boxes of withdrawn adult fiction and nonfiction books. This brings the total of donated items to over 13,000.
- Team members received their annual appraisals.
- Team members continue to work on various projects:
 - Faded label replacement (we thank the Page Team for pulling and re-shelving the books):
 - Juvenile nonfiction: done to 790 (2nd time around: 398)
 - Juvenile picture books: first go-around is done.
 - Juvenile Spanish: done
 - Juvenile Hmong: done
 - Faded label replacement for Branches: just started the last week in December.
 - Cleaning juvenile DVDs. Done through V.
 - Answering phones
 - Withdrawals

Page Team

- Ollie covered a shift at the Drive-Thru on the 11th
- The page team continued to assist Support Services in the re-labeling project. This month Picture Books were completed!

- Wisconsin collection was shifted to make more room for biographies and we are in the process of shifting the biographies into their new space.
- Year-end reviews were completed.
- We continued on with our normal quarantining, back-dating, and checking in of materials.
- Ollie watched a webinar on Burnout and Overwhelm on the 17th and passed the tools learned onto the pages.

Branch Libraries Report

December 2020

Athens Monthly Report

Events and Programs

- Winter Greeting Cards: During the week of November 30th- December 11th all ages were welcome to pick up a grab and go winter themed card making kit. A total of 6 adults and 4 children participated in this event.
- Book of the Month: Patrons were invited to pick up Athens featured book along with discussion questions. The book of the month for December was *Lincoln in the Bardo* by George Saunders.
- Make Your Own Harmonica: Athens featured a STEM project for children and tweens. Participants were invited to make their own harmonica during the week of December 1st – 4th. A total of 5 grab and go kits went out to the public.
- Geometric Melted Snowman: Athens offered an origami winter craft which was featured during the week of December 14th-18th. Children and teens were invited to pick up a grab and go kit with all supplies provided to make their very own snowman using origami paper. A total of 8 kits went out to the public.
- Melted Snowman Craft: Athens staff teamed up with MCPL branch staff to create a Winter Family Fun video which is featured on our library website and Facebook. Jennifer Triolo uploaded and submitted a melted snowman craft recording on December 8th.

Circulation Statistics

- Athens circulated 711 items in December 2020. This is a 46.98 decrease from December 2019. In 2020 year-to-date, Athens has circulated 9,944 items. This is a 50.23% decrease from 2019.
- Athens had a total of 56 browsing appointments, 34 computer appointments, 102 people in the library and 77 curbsides during the month of November.

Library News

- During the month of December Athens staff finished inventory for Adult Paperbacks. Staff is currently working on Wisconsin Collection, and Adult Non-fiction inventory.
- Athens staff finished weeding Adult Non Fiction, Adult Fiction, Adult LT Fiction, Adult Audio and DVDs, Young Adult Fiction, Juvenile Easy Readers, Board Books, Picture Books and Juvenile Chapter Books.
- Athens is currently working with MCPL Support Services. We are pulling and sending in bins with faded spine labels and items that need AV cleaning.
- Athens staff sent Dan Richter a recorded thank you message which was included in the MCPL Foundation Video.
- Jennifer Triolo and Shahara Falk Le Fay completed and signed their annual reviews for 12/1/2019 – 11/30/2020.

Facilities Updates

- None to report

Edgar Monthly Report

Events and Programs

- Storytime Packets Along with the Grab n Go crafts, 10 kits and 8 story time packet.
- Home School Huddle Packets have served 20 families with 50 students in November.

Circulation Statistics

- The circulation statistics for the month of December were 1,718 items checked out. This is a 21.42% decrease for the same month last year. A total of 13,709 items have been checked out so far this year. This is a 40.10% decrease from 2019.

Library News

- Curbside and appointments continue to be a success.
- Deb attended various webinars.
- Deb worked on a family program with other branch staff throughout the county.
- Deb along with all staff throughout the county are working on Grab n Go projects for 2021.
- Deb and Dana worked on packets for the Home Schoolers.
- Reviews were done and things are in good standing in Edgar.

Facilities Updates

- The village of Edgar put in a security entrance system in the village hall. It allows the hall to be locked down and only allow people that buzz in to enter. This will help control the number of people in the building at a time.

Hatley Monthly Report

Events and Programs

- Virtual Book Club – We had 7 adults participate in our Virtual Book Club to discuss the book “Winter Street” by Elin Hilderbrand. Everybody agreed this was a great choice for a December/Holiday pick and would like more books by this author in the future. One of the ladies that joined was from Nebraska and just happened to come across our Book Club while looking for discussion topics for her little book club that was also discussing “Winter Street.”
- Grab N Go programs
 - a. Paper Bag Volcanos had 1 adult, 1 young adult and 4 children stop in the week between Christmas and New Year’s stop in a grab a bag.

Upcoming Programs

- Virtual Book Club on January 12th
- Grab N Go Crafts – Felt Wall Hangings and Symmetrical Snowflakes

Circulation Statistics

- Hatley circulated 1,438 items for the month of December. This is a 28.28% decrease for the month. Year to date is 16,359 items. This is 47.44% decrease from last year.

Library News

- Inventory has been completed!

- During the month of December we had 120 curbside appointments, 62 browsing/in-library pick-ups and 13 computer/copy appointments. This totaled out to be 90 patrons coming through our doors.
 - For the entire year we had 840 curbside appointments and 739 regular appointments!
- Staff room supplies have been organized.
- Reviews were completed
- Robin from RO helped cover a shift
- Heather won a mini ring light and stand to help with virtual programming, for participating in the Youth Services virtual meet up. If any of the branches would like to borrow it please let us know and I will get it sent out to you 😊

Facilities Updates

- None

Marathon City Monthly Report

Events and Programs

- **Book Club:** During the month of December, we held our book club virtually. Nine patrons joined in for a thoughtful discussion of the book, *Front Desk* by Kelly Yang. In January, the book club will meet again virtually to discuss their favorite books of the year. At this time, the book club is open to anyone and usually meets the second Monday of the month from 5:45 PM – 6:45 PM.
- During the week of **December 14-18**, to commemorate the 120th anniversary of the annual Audubon Christmas Bird Count, we offered a **Grab & Go Bird's Nest** activity Kit.
- The collaborative **Winter Fun for the Family event** featuring themed stories, facts, finger plays and crafts was posted on the MCPL blog at the end of December.
- During the month of January (and beyond), there will continue to be many virtual events being held that patrons throughout Marathon County can access. Some of these events include the virtual gardening event "Planning the Vegetable Garden" and the History Speaks "Shopping Around Wausau." More information for these programs is available on the MCPL website. MCPL will be holding its first ever **virtual reading challenge**. Sponsored by Simon & Schuster, the challenge is nationwide and encourages all ages to read for at least 10 hours during the month of January. All branches will be also be offering **Grab & Go** activities for children, teens and adults each month of 2021. Supplies for

Symmetrical Snowflakes and **Felt Wall Hangings** can be picked up at any of the nine branches during the month of January.

Circulation Statistics

- Marathon circulated 1,925 items during the month of December. This is a 26.13% decrease from this time last year. So far in 2020, Marathon has circulated 19,572 items. This is a 51.43% decrease over last year. **Due to the Covid-19 Pandemic. We are only open for limited “by appointment” hours and curbside pickup each day.

Library News

- During the month of December, we recorded **153** patron curbside pick-ups. Also, **77** regular and **18** computer appointments were scheduled with a total of **154** patrons visiting the library during our special in-house hours.
- We gave out **17** Grab & Go activity kits this month.

Facilities Updates

- Hurtis Plumbing & Heating came in for routine furnace maintenance.

Mosinee Monthly Report

Events and Programs

- Regularly scheduled programming was canceled due to the pandemic.
- Book Club: Our virtual book club brought in 5 adults to discuss *The Letters* by Luanne Rice. Next month we will be reading *Close to Home* by Lisa Jackson.
- We again hosted a virtual presentation presented by Janell Wehr from Marathon County’s Extension on the 14th and the 10th. This month’s topic was how to care for your favorite winter plants.
- We had two grab and go craft kits. Our “Colorful Winter Hats” kit invited children to make a creative paper hat, complete with a yarn pompom. Patrons picked up 26 of these colorful kits. We also had a “Feed the Penguin” craft kit where children could make a really cute penguin that helped them creatively practice their letters, shapes, and colors. Forty-six kits were enjoyed by patrons.
- Sarah and Julie have been working on the Winter Family Fun Story Time Branch project.
- Upcoming Programs: In January we will start with county wide consistent grab and go craft kits, so that all locations have the same craft each month. January’s kits will include a felt wall hanging kit for adults and a symmetrical snowflake kit for children.

Circulation Statistics

- Mosinee circulated 1,731 items in December 2020. This is a 33.29% decrease. Mosinee has circulated 18,744 items in 2020. This is a 55.69% decrease.

Library News

- Displays: Sarah made a “Travel back in time” display in honor of “Pretend to be a Time Traveler Day” on the 8th. We are also asking patrons where they’d like to travel to if they could, and will be featuring the responses in a blog post. Julie made a “What’s brewing at the library?” coffee themed display, a display full of ideas on what patrons could safely do at home this season, and featured the book and movie version of Holes for her “Read the book, then see the movie” display.
- Annual reviews were completed, administered, and sent in.
- Curbside services and appointments continued. At the end of the month we had a total of 193 curbside pickups and 60 browsing appointments along with 16 computer appointments, for a total of 106 patrons in the library.
- Several collection projects were completed in the children’s section. To make room for our ever growing popular graphic novel section, we removed some displays in the juvenile fiction section, changed some series to regular juvenile fiction, and reorganized the remaining juvenile series and graphic novels.
- We also have started to collect materials that need new or updated spine labels, which will be sent in starting January 5th.
- Sarah and Julie added a clip to the Library Foundation video thanking them for all of their support. We appreciate everything the Library Foundation does!

Facilities Updates

- Van Ert Electric inspected our smoke alarms during the week of the 15th.

Rothschild Monthly Report

Events and Programs

- We handed out 39 grab-and-go letter of the week crafts for our preschool aged patrons, 11 DIY adult sock gnome kits, and 12 bead snake craft kits for kids.
- In January, we will transition to the library-wide monthly craft kits for children and adults.

Circulation Statistics

- In December, Rothschild circulated 5,303 items. This is 42.08% decrease from last year. In 2020, Rothschild circulated 60,775 items. This is a 50.52% decrease from last year.
- In December, we completed 702 curbside pickup appointments and had 298 people visit the library for in-person appointments.

Library News

- Ben visited the library to update the 3M software and do some work on the printer.
- Robin covered a shift in Hatley.
- Laura completed all annual reviews for the Rothschild branch assistants and the branch coordinators.
- Rothschild staff received many nice Christmas cards and year end wishes.

Facilities Updates

- The Rothschild village offices are now open to the public.
- Village staff replaced a ballast on a light fixture.

Spencer Monthly Report

Events and Programs

- The week of December 7th – 11th, a Grab N Go craft, “Magical Snowman” for children was offered. 26 crafts were handed out during this week.

Circulation Statistics

- Spencer circulated 695 items in the month of December. This is a decrease of 59.97%. Spencer has circulated 10,004 items in 2020. This is a decrease of 55.30%.

Library News

- Audrey did Lue’s Annual Review with her on December 3rd.
- Audrey did a staff book review on the novel “How to Walk Away” by Katherine Center.
- Ben Dietz came to the Spencer Library to repair the 3M Reader, fix the photo copier and do some updating on the circulation computers.
- Laura W. went over Audrey’s Annual Review with her.

- Audrey wrote a short article for the Village Voice of Spencer featuring upcoming Grab N Go crafts that will be available in January as well as a reminder how to make your appointment or pick up curbside at the library.
- Audrey did a short video with Dan Richter thanking the Marathon County Library Foundation for all they do!
- Audrey and Lue M. took part of a Winter Family Fun video. Audrey and Lue did a video on the four types of winter precipitation.
- Audrey and Lue M. started our first two bins to go to Support Services for disc cleaning and label replacement.

Facilities Updates

- Nothing to report

Stratford Monthly Report

Events and Programs

- More than 70 beautiful notes of encouragement were returned to the Stratford branch in December following the distribution of Take & Go craft kits at the end of November. The cards were delivered to frontline health care workers by the Marshfield Clinic Health System Foundation.
- We offered a Paper Bag Snowflake craft for adults the week of Dec. 6, and 15 patrons stopped by to pick up a Take & Go Kit. A coordinating video of Darla demonstrating how to make the craft was shared on the library's social media Dec. 8.
- Our Virtual Story Time about Snowmen by Darla was shared on the library's social media Dec 10.
- We offered coordinating Take & Go Craft Kits in Stratford for this story time – STEM Snowman Snowball Shooters – and 32 patrons picked these up from our branch the week of Dec. 14. We shared a video of Darla demonstrating how to create and use the STEM craft on the library's social media.

Circulation Statistics

- We circulated 997 items in December. This is a 37.34% decrease from last year. In 2020, Stratford circulated 13,093 items. This is a 45.45% decrease from last year.
- We provided 109 curbside pickup appointments in December.
- We provided in-person appointments for 90 total patrons in December.

Library News

- MJ attended the virtual Youth Services Meet-Up Dec. 15 where information on Library Story Walks in communities was shared.
- We prepared and taped a book reading by MJ about arctic animals for the virtual MCPL *Fun for the Family* winter program for February.
- We worked on setting up and preparing our first online book chat through Goodreads that will begin in January, and have submitted the next book selections for February and March.
- MJ and Darla were both given their annual performance appraisals.
- MJ did inventory for the adult fiction, adult large-type fiction, adult paperback, adult new fiction, adult new non-fiction, and adult new biography sections.

Facilities Updates

- No updates

Director's Activities:

- 12-21-20 MCPL System Membership Review Task Force Meeting
- 12-21-20 Marathon County Public Library Board of Trustees Meeting
- 12-27-20 Friends of MCPL Annual Meeting (cancelled)
- 1-7-21 EEEDC Meeting (Virtual)
- 1-8-21 Toward One Wisconsin Planning Committee Meeting
- 1-11-21 MCPL System Membership Review Task Force Meeting
- 1-14-21 MCPL Foundation Meeting
- 1-14-21 Monthly agenda meeting with Library Board President
- 1-15-21 MCPL Branch Coordinators Meeting
- 1-15-21 WI Resource Library Directors Meeting
- 1-18-21 Engberg Anderson on site to review Furnishings Project
- 1-19-21 Early Years Coalition Planning Committee Meeting
- 1-22-21 Marathon County Department Heads Meeting
- 1-25-20 Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

- 1-25-20 Marathon County Public Library Board of Trustees Meeting
- 2-5-21 Toward One Wisconsin Planning Committee Meeting
- TBD Policy reviews w/Managers
- TBD Monthly agenda meeting with Library Board President
- 2-15-21 Marathon County Public Library Board of Trustees Meeting

LIBRARY PROJECTS, PROGRAMS, EVENTS:

Replacement of network firewall appliances continues.
Mapping networks and rebuilding wiring system project continues.

UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:

ALA Mid-Winter Virtual Conference is Jan. 22-26.

Any other issues or items of note:

YS Programming team continuing upgrades.

GL787 LIB 20 CIP TRANS Report Format 511

Period 12 ending December 31, 2020 Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2020 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			11,062.64	11,062.64	208,911.36	5.0
Act 8400 MAIN LIBRARY CUST SERVIC		17,702.28		158,537.26	158,537.26	158,537.26-	
Act 8402 LIBRARY-MARKETING EQUIPM	848.00					848.00	
Act 8444 LIBR-CUSTOMER SRV AREA	736,418.00			141,736.16	141,736.16	594,681.84	19.3

APR 777A LIBRARY CIP PROJECT	957,240.00	17,702.28		311,336.06	311,336.06	645,903.94	32.5

Or2 934 CIP PROJECTS	957,240.00	17,702.28		311,336.06	311,336.06	645,903.94	32.5

Sub 604 LIBRARY CIP PROJECTS	957,240.00	17,702.28		311,336.06	311,336.06	645,903.94	32.5

Report Final Totals	957,240.00	17,702.28		311,336.06	311,336.06	645,903.94	32.5
=====							

To: Marathon County Public Library Board of Trustees
From: Library System Task Force
Re: Recommendation to the Library Board
Date: 11 January 2021

In 2019 the Marathon County Public Library (MCPL) Library Board established a task force to examine whether the Library should remain a member of the Wisconsin Valley Library Service (WVLS) or become a member of the South Central Library System (SCLS). While the needs of other WVLS member libraries and the library community as a whole was considered, the Task Force's goal was to determine what was best for MCPL and the people it serves.

At their meeting on 21 December 2020 the Task Force voted 3 to 1 (with one abstention) to recommend to the Library Board that the Library should leave WVLS and become a member of SCLS. The remainder of this memo will explain the process the Task Force used and their reasons for this decision.

Task Force

The following persons were appointed to the Task Force by the Library Board:

- Sharon Hunter, Library Board President
- Gary Beaström, Library trustee and Marathon Co. Supervisor
- Scott Winch, Library trustee and Stratford School District Administrator
- Rebecca Frisch, Director, Marathon County Conservation, Planning, & Zoning Department (retired)
- Shannon Schultz, Public Library Administration Consultant, Wisconsin Department of Public Instruction Division for Libraries & Technology
- Mark Arend, Assistant Director, Winnefox Library System (retired), Task Force Chair

Beginning in January 2020 the Task Force met monthly, except for April.

Process

The Charge from the MCPL Board was to prepare a "comprehensive list of pros and cons regarding whether the Marathon County Public Library should move to the South Central Library System or remain with the Wisconsin Valley Library Service. The Task Force shall also assess the pros and cons and shall formulate a final recommendation to the Library Board regarding the ultimate question."

Among the factors the Task force examined were:

- Employee Attraction and Retention: When looking at library systems, does system membership impact MCPL's ability to attract and retain exceptional employees?
- Technology: What are the capacities of each system for identifying, promoting, and supporting existing and emerging technologies to ensure that MCPL is positioned to be an industry leader in Wisconsin.
- Financial: What is the Cost/Benefit for MCPL for each choice.
- Institutional Culture
- Innovation (Organizational Excellence).
- System Governance, including organization and decision-making.
- Service to Customers (Internal)/SWOT analysis/summary.

Extensive information was provided by both systems, for which the Task Force gives warm thanks. The Task Force also thanks the many library directors, trustees, system staff, and others who provided information and comments.

Reasons for Moving to SCLS

After examining all factors, the Task Force concluded that MCPL would be better-served by joining SCLS than by staying with WVLS for these reasons:

- SCLS would be more cost-effective than WVLS. Although the stated cost would be greater, this would be offset by savings elsewhere in the library budget.
- SCLS has a larger, more specialized staff for MCPL to call on.
- Because of its larger staff, SCLS is able to offer more services of use to MCPL than WVLS does.
- Unlike WVLS, SCLS contains several other county libraries and other similar-sized libraries, offering more chances for collaboration.
- SCLS offered more continuing education and professional development opportunities relevant to the size of MCPL
- The SCLS catalog contains a larger collection of library materials.
- The SCLS ILS (shared library catalog, patron database, and system for checking items in and out) would serve MCPL better.
- The organizational culture of SCLS aligns more closely with that of MPLC and Marathon County.

Task Force Documents

The documents listed below had significant influence on the Task Force's decision.

- Final analysis of fees charged by systems (Included in July meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf
- Advantages and disadvantages of staying with WVLS or moving to SCLS, as identified by Task Force members <https://wvls.org/wp-content/uploads/2020/11/Advantages-and-Disadvantages.docx>
- SWOT Analysis by the Task Force
https://www.mcpl.us/sites/default/files/attachments/swot_analysis_2020-10.pdf
- Marathon County Public Library Attributes and Outcomes as approved by the Library Board, to be used for strategic planning purposes. (included in February meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-02.pdf
- Organizational charts and information on key staff for SCLS and WVLS (included in February meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-02.pdf
- Revised organizational charts for both systems (Included in July meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf
- Analysis of each systems' decision-making process (Included in July meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf

- Statements from MCPL staff (Included in September meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-09.pdf
- Report from Shannon Schultz (included in November meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-11.pdf
- Summary of comments received from WVLS library directors and trustees (included in November meeting packet)
https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-11.pdf
- Financial document completed by the Library Business Manager
https://www.mcpl.us/sites/default/files/attachments/task_force_informational_handout.pdf

All documents relating to the Task Force can be found at <https://wvls.org/mcpl-system-exploration/> and <https://www.mcpl.us/about/board/library-system-task-force>