



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**of a meeting of the Marathon County Public Library Board of Trustees,
Monday, June 21, 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/284851589> or number: [1 866 899 4679](tel:18668994679). Access Code for dialing in: 284-851-589.**

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) **Health Department and Reopening Update – For Discussion and Possible Action**
8. (10 minutes) **Cultural Action Plan – For Discussion and Possible Action**
9. (5 minutes) **Remodel Project Update – For Discussion and Informational Purposes Only**
- 10.(5 minutes) **Branch Agreement Update – For Discussion and Informational Purposes Only**
- 11.(10 minutes) **Director Recruitment – For Discussion and Possible Action**
- 12.(5 minutes) **Virtual Story Time Presentation – For Discussion and Informational Purposes Only**
13. **Announcements**
14. **Request for Future Agenda Items**

15. **Next Meeting Dates**
- Monday 07/19/2021
 - Monday 08/16/2021
 - Monday 09/20/2021
 - Monday 10/18/2021
16. **Adjournment**

Signed: 

Library Director or Designee

***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: June 11, 2021
FAXED TIME: 12:45 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, May 17, 2021. Library Headquarters, Wausau Community Room.

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

Excused: Dino Corvino

Others: Leah Giordano, Thomas O'Neill, Heather Wilde, Ben Deitz, Julie Kinney, Russell Mech, 17 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 JEFF CAMPO; SECONDED BY MICHELLE VAN KREY TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE APRIL 19, 2021 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY SCOTT WINCH; SECONDED BY JEFF CAMPO TO APPROVE THE BILLS & SERVICES REPORT FOR APRIL 2021. MOTION CARRIED.

Public Comments – None

President – There is a meeting scheduled for Wednesday, May 19 at 3:00 p.m. to be held at the courthouse. This meeting will be a closed session meeting to handle personnel matters.

Other Board Members – No Report

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

- The staff have been very flexible, over the last week and a half we have received the rest of the furnishings.
- The shelving is in place and was moved by another vendor.
- The roof is still several weeks away from being finished.

Board Committees – No Report

Friends of the Library – The Library Director reported that the Friends have a meeting scheduled for May 24. They are looking forward to hearing more about what is finalized regarding agenda item #7. They are preparing for resuming their sales in some form of modified fashion.

MCPL Foundation – Report included in the packet. The Library Director also reported that the Foundation received an \$80,000 donation that is to be used towards large print or other visually impaired materials.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet. Board Member Sweeney also reported that the annual WAPL conference was held May 4-7. A lot of the conversations were around things like; graceful security during difficult times, don't stand too close to me, social distancing. A lot of the topics were regarding some of the issues are currently facing staff at MCPL. There is a lot of education and discussions on the topic as to how we keep staff and patrons. As of April 19, Waltco has stopped quarantining items, however individual libraries may still be choosing to quarantine the incoming items. The WVLS Board will meet again in August, if there is anything MCPL Board Members would like to share with them you have a couple months to let me know.

Re-opening conversation with Russell Mech from the Marathon County Health Department

Russell reported that the numbers for the previous week continued to go down, we are still about half more than where we were at the end of March. With the recent peak during April, we are down to about half of that amount. Right now the trend is decreasing and the CDC has released the new guidelines for vaccinated individuals, eliminating the requirements for masks. As of last week, about 40% of Marathon County residents have had at least one dose of the vaccine and 35% have received both doses.

Library Director informed everyone, that at all locations there are still masks and disinfectants available for employees and library patrons. We discussed at the April meeting about having a 25% limited level of capacity and effective June 1 reopening the doors. The only thing I would ask that we clarify at this meeting would be some of our services. We might have some patrons that would prefer to use curbside services. After discussing it with our branches, it was determined to have two hours, twice per week for curbside services only at the seven locations that do not have drive-up services. The occupancy level will be set at 25% for all locations. I do not believe here at Wausau we will hit that. We will be spacing patrons out appropriately.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY SCOTT WINCH TO OPEN UP THE HEADQUARTERS BRANCH WITH SOCIAL DISTANCING. MARATHON CITY AND WAUSAU WILL UTILIZE THE DRIVE-UP WINDOWS FOR CURBSIDE. THE SEVEN OTHER BRANCHES WOULD HAVE TWO HOUR SLOTS OF CURBSIDE TWO DAYS A WEEK, THE BRANCHES WILL NOT BE OPEN DURING THAT TIME BECAUSE OF LIMITED STAFF. MASKS AND SANITIZING MATERIALS WILL BE AVAILABLE FOR EVERYONE, BUT NOT MANADATED. MOTION CARRIED.

Catalog presentation by MCPL Librarian Julie Kinney

Julie Kinney gave a cataloging presentation. The information which was shared will be posted on the library website.

Library Director had asked Julie to present this information so we could have a better understanding as a board of what the difference is between having high standards and having little or no standards. There are things that need to be addressed. We will bring more information during upcoming meetings so we can begin to work towards a more professional catalog.

Revised Meeting Room Policy

This was previously sent out, but changes were made per Corporation Counsel and can be viewed on screen.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECONDED BY SCOTT WINCH TO ACCEPT THE MEETING ROOM POLICY AS PRESENTED. MOTION CARRIED.

\$24K donation transfer

An estate donation was received by the library. By policy any donations that come to our library either go through the Friends of MCPL or the MCPL Foundation.

A MOTION WAS MADE BY JEFF CAMPO; SECONDED BY KARI SWEENEY TO APPROVE THE TRANSFER OF THE FUNDS FROM MCPL TO THE FOUNDATION. MOTION CARRIED.

Branch Agreements updates

These are only updating the current agreements that are in place. Each of the municipalities have received their copies of the agreements. We have received three of them back.

Branch Wi-Fi agreements update

Three of these have also come back, one municipality said no, one said yes with the hours of the Wi-Fi adjusted and the last one is happy with the agreement as written.

No motion was made.

Roofing update

We are thrilled, they are doing a great job. We will still have heavy equipment around for several weeks.

Renovations update

We are getting very close. We will have a grand re-opening when we have all the finishing work done.

Announcements – None

Request for Future Agenda Items – None

A MOTION WAS MADE BY GARY BEASTROM; SECONDED BY KARI SWEENEY TO ADJOURN THE MEETING AT 12:45 P.M. MOTION CARRIED.


Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for June 21, 2021.

Meeting of the Marathon County Public Library Board of Trustees
Thursday, May 27, 2021 at 8:00 a.m.

Marathon County Courthouse
Assembly Room
500 Forest St. Wausau, WI 54403

Present: Sharon Hunter, Gary Beastrom, Jeff Campo, Dino Corvino, Kari Sweeney,
Michelle Van Krey, Scott Winch

Others: Molly Adzic, Scott Corbett, Michael Puerner, Joe Russell-von Briesen & Roper
Law Firm, Lance Leonhard

The meeting was called to order at 8:00 a.m. by Sharon Hunter.

Introductions were conducted.

A MOTION WAS MADE BY SCOTT WINCH; SECONDED BY JEFF CAMPO TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE MAY 19, 2021 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY GARY BEASTROM; SECONDED BY DINO CORVINO TO REQUEST TO CONVENE IN CLOSED SESSION

- A. PURSUANT TO WIS. STATS. SEC. 19.85(1)(F) FOR THE PURPOSE OF “CONDUCTING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS, PRELIMINARY CONSIDERATION OF SPECIFIC PERSONNEL PROBLEMS OR THE INVESTIGATION OF CHARGES AGAINST SPECIFIC PERSONS...WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA, OR INVOLVED IN SUCH PROBLEMS OR INVESTIGATIONS.” TO WIT: COMPLAINT OF EMPLOYEE OF MARATHON COUNTY PUBLIC LIBRARY.**
- B. PURSUANT TO WIS. STATS. SEC. 19.85 (1)(C)“CONSIDERING EMPLOYMENT, PROMOTIONS, COMPENSATION OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY,” TO WIT: LIBRARY DIRECTOR.**
- C. PURSUANT TO WIS. STAT. SEC. 19.85(1)(G) FOR THE PURPOSE OF “CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENT BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED.”**

A roll call vote was taken:

Scott Winch - yes

Michelle Van Krey – yes

Kari Sweeney - yes

Gary Beastrom - yes
Jeff Campo - yes
Sharon Hunter – yes
Dino Corvino – yes

MOTION TO RETURN TO OPEN SESSION and Possible Announcement(s) or Action resulting from Closed Session items

A MOTION WAS MADE BY DINO CORVINO; SECOND BY GARY BEASTROM TO RETURN TO OPEN SESSION. MOTION CARRIED.

Discussion was held on Ralph Illick's resignation.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECOND BY DINO CORVINO TO ACCEPT THE RESIGNATION OF RALPH ILICK IMMEDIATELY. MOTION CARRIED.

A MOTION WAS MADE BY KARI SWEENEY; SECOND BY MICHELLE VAN KREY TO AUTHORIZE THE EMPLOYEE RESOURCES DIRECTOR TO DRAFT A SEVERANCE AGREEMENT WITH MR. ILICK CONSISTENT WITH GUIDANCE FROM THE MCPL BOARD. MOTION CARRIED.

Action was discussed re: the investigation of Mathew Derpinghaus and Tom O'Neill.

A MOTION WAS MADE BY SCOTT WINCH; SECOND BY JEFF CAMPO TO AUTHORIZE THE EMPLOYEE RESOURCES DIRECTOR AND INTERIM LIBRARY DIRECTOR TO TAKE APPROPRIATE ACTION IN REGARDS TO TOM O'NEILL AND MATTHEW DERPINGHAUS CONSISTENT WITH GUIDANCE FROM THE MCPL BOARD. MOTION CARRIED

Request for Future Agenda Items – none

Next Meeting Dates – Monday, June 21 at 12:00 p.m.

A MOTION WAS MADE BY SCOTT WINCH; SECONDED BY DINO CORVINO TO ADJOURN THE MEETING AT 10:00 A.M. MOTION CARRIED.

/s/ Sharon Hunter

Library Board President or Designee

Note: These minutes are subject to approval at the next Meeting of Library Board of Trustees scheduled for June 21, 2021.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, April 19, 2021. Library Headquarters, Wausau Community Room.

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

Excused: Dino Corvino

Others: Leah Giordano, Thomas O'Neill, Heather Wilde, Ben Deitz, Russell Mech, 29 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 JEFF CAMPO; SECONDED BY KARI SWEENEY TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE MARCH 15, 2021 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY SCOTT WINCH; SECONDED BY JEFF CAMPO TO APPROVE THE BILLS & SERVICES REPORT FOR MARCH 2021. MOTION CARRIED.

Public Comments – None

President – I've heard from Corporation Counsel Corbett regarding the investigation that has been going on for personnel reasons. von Briesen will be ready in about two weeks to provide a draft report to the personnel committee. The personnel committee would then recommend that to the full board. What I would like to do when we get the draft report is to schedule a closed session meeting at the courthouse with the personnel committee meeting first and with the trustees meeting following.

Other Board Members – No Report

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

- We received the remainder of our furnishings for the public. We did need to wait on our shelving until the CIP funds were transferred.

Board Committees – No Report

Friends of the Library – The Library Director reported that the space where the Friends have their passive sales will be modified.

MCPL Foundation – The Library Director reported that another larger donation was received for the Foundation.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet. Board Member Sweeney also reported that WVLS met on March 20. WVLS does quite a few e-newsletters, they work with member libraries to share news and event happenings in the e-newsletters.

Re-opening discussion with Russell Mech from the Marathon County Health Department

Everyone should have received the capacity listing for our branches in their board packets. We did not include Wausau, because would not get to the capacity limit. All the feedback from urban library directors they aren't seeing the capacity limits exceeded. When we are in the branches and because of the staffing limitations, if we open our doors we would not be able to do curbside. In branches we would need to either open the doors with limited capacity or continue with curbside service.

Mr. Mech gave a report on the trends the health department is seeing. There was 50-60 cases in the middle of March. The week ending April 3 the cases jumped up to 85 and the week ending April 10 they jumped again to 154. Back in January there were 205 cases. Director Illick would like to discuss potentially suggesting opening up a little bit more after the next meeting in May or after Memorial Day. We are more confident now with more staff receiving their vaccinations. My suggestion would be to keep June 1 of a target date with limits for occupancy based on guidance from the health department.

A MOTION WAS MADE BY SHARON HUNTER; SECONDED BY KARI SWEENEY FOR THE LIBRARY DIRECTOR TO MOVE FORWARD WITH THE TENTATIVELY REOPENING DATE OF JUNE 1 WITH LIMITED CAPACITY AS LONG AS THE MESSAGE IS VERY CLEAR THAT THIS IS TENTATIVE IN TERMS OF WHATS HAPPENING IN MARATHON COUNTY WITH COVID-19 INCREASE VACCANIATIONS. MOTION CARRIED.

Branch library agreements update

The branch agreements have gone out to each of the branches. They are like a lease agreement, they are for in-kind use of the facility. I have received one back that I have sent to corporation counsel for review as there were minor changes.

Branch library Wi-Fi agreements update

This is a separate Wi-Fi agreement. One of them came back and made it clear they do not any changes made to their building. Another agreement came back changed so that the library and the county would be responsible. It is written in the agreements that the library and county would install the Wi-Fi, but the municipalities would be responsible for maintaining it. A third agreement would like the Wi-Fi shut down between the hours of midnight and five o'clock a.m.

No motion was made.

Discussion about the library's third floor potential for community partner

The history of the third floor was explained for new members. We now have unfinished space with no community partner. We would have to build out the third floor for a tenant. For a build out to include HVAC, it could cost up to one million dollars. We do have a lot to offer, but there are also some challenges at a significant cost. I would like to work with facilities to put out a RFP to look for a community partner.

A MOTION WAS MADE BY JEFF CAMPO; SECONDED BY KARI SWEENEY TO WORK WITH THE COUNTY ADMINISTRATOR AND CORPORATION COUNSEL TO START THE RFP PROCESS. MOTION CARRIED.

Follow-up on timeline for public hearing on system change motion

We have gone through the process with the task force of looking at system membership, our board has also gone through the process of voting. In my conversations with county administration, we felt the best plan moving forward would be to communicate with municipalities and have listening sessions so we can learn more from the public and also help them understand why this recommendation was made.

A MOTION WAS MADE BY JEFF CAMPO; SECONDED BY SHARON HUNTER TO ALLOW RALPH TO START THE PROCESS TO INFORM THE PUBLIC IN INFORMATIONAL MEETINGS ABOUT THE REASON WE MADE THE MOTION TO MOVE TO A NEW SYSTEM. MOTION CARRIED.

2021 WVLS agreement follow-up

We delayed signing the agreement not knowing what we were going to be looking at with the particulars as to when we would have a public hearing. We have learned through this process that we wouldn't meet the January 2022 deadline for system change. I ask this board to approve signing the 2021 agreement that we saw the draft in 2020. We would sign the agreement at the recommendation of DPI.

A MOTION WAS MADE BY JEFF CAMPO; SECONDED BY GARY BEASTROM TO APPROVE THE 2021 WVLS AGREEMENT WHICH IS A ONE YEAR CONTRACT FOR 2021. MOTION CARRIED.

WVLS Board President request for meeting

The guidance was requested of the board of trustees. Mr. Bobrofsky has not been in contact with me since the last meeting. It was at his suggestion that we postpone the meeting until after we hear from DPI at the March meeting.

It was suggested by board members to put it on hold. If they would like to have a meeting they will reach out again.

No motion was made.

Announcements – We want to welcome Board Member Van Krey's daughter, Eleanor. Board Member Beastrom was contacted regarding library's involvement in the One Wisconsin program in Eau Claire on April 20. We are listed as a major sponsor and Gary is wondering what our involvement is. Ralph explained that it started with Toward One Wausau and we have been involved for several years and now it evolved to Toward One Wisconsin. We give in-kind support to this program every year. It will be held October 12-13.

Request for Future Agenda Items – None

A MOTION WAS MADE BY GARY BEASTROM; SECONDED BY KARI SWEENEY TO ADJOURN THE MEETING AT 1:02 P.M. MOTION CARRIED.


Library Director or Designee

Meeting of the Marathon County Public Library Board of Trustees
Wednesday, May 19, 2021 at 3:00 p.m.

Marathon County Courthouse
Assembly Room
500 Forest St. Wausau, WI 54403

Present: Sharon Hunter, Gary Beastrom, Jeff Campo, Dino Corvino (arrived at 3:09 p.m.), Kari Sweeney, Michelle Van Krey, Scott Winch

Excused:

Others: Molly Adzic, Scott Corbett, Michael Puerner, von Briesen & Roper Law Firm (phone), Heather Wilde

The meeting was called to order at 3:00 p.m. by Sharon Hunter.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY SCOTT WINCH TO REQUEST TO CONVENE IN CLOSED SESSION

A. PURSUANT TO SECTION 19.85(1)(F) WISCONSIN STATUTES FOR THE PURPOSE OF: "CONSIDERING FINANCIAL, MEDICAL, SOCIAL OR PERSONAL HISTORIES OR DISCIPLINARY DATA OF SPECIFIC PERSONS, PRELIMINARY CONSIDERATION OF SPECIFIC PERSONNEL PROBLEMS OR THE INVESTIGATION OF CHARGES AGAINST SPECIFIC PERSONS. . . WHICH, IF DISCUSSED IN PUBLIC, WOULD BE LIKELY TO HAVE A SUBSTANTIAL ADVERSE EFFECT UPON THE REPUTATION OF ANY PERSON REFERRED TO IN SUCH HISTORIES OR DATA, OR INVOLVED IN SUCH PROBLEMS OR INVESTIGATIONS." TO WIT: COMPLAINT OF EMPLOYEE OF MARATHON COUNTY PUBLIC LIBRARY.

B. PURSUANT TO WIS. STAT. SEC. 19.85(1)(G) FOR THE PURPOSE OF: "CONFERRING WITH LEGAL COUNSEL FOR THE GOVERNMENTAL BODY WHO IS RENDERING ORAL OR WRITTEN ADVICE CONCERNING STRATEGY TO BE ADOPTED BY THE BODY WITH RESPECT TO LITIGATION IN WHICH IT IS OR IS LIKELY TO BECOME INVOLVED."

Scott Winch - yes
Michelle Van Krey - yes
Kari Sweeney - yes
Gary Beastrom - yes
Jeff Campo - yes
Sharon Hunter – yes
Dino Corvino – was not present for vote

MOTION TO RETURN TO OPEN SESSION and Possible Announcement(s) or Action resulting from Closed Session items

A MOTION WAS MADE BY KARI SWEENEY; SECOND BY DINO CORVINO TO RETURN TO OPEN SESSION. MOTION CARRIED.

The library board had a discussion about personnel issues regarding Ralph Illick, Tom O'Neill and Matthew Derpinghaus. It was discussed and recommend that Mr. Illick be placed on unpaid administrative leave.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY DINO CORVINO TO PLACE MR. ILLICK ON UNPAID ADMINISTRATIVE LEAVE UNTIL THE CONCLUSION OF THE INVESTIGATION. HE HAS OPPORTUNITY TO RESPOND BY CLOSE OF BUSINESS WEDNESDAY, MAY 26. MOTION CARRIED.

The second issued discussed in closed session was the allegations against Mr. O'Neill and Mr. Derpinghaus. There was an agreement that we would put them on unpaid administrative leave.

A MOTION WAS MADE BY SCOTT WINCH; SECONDED BY DINO CORVINO TO PLACE MR. O'NEILL AND MR. DERPINGHAUS ON UNPAID ADMINISTRATIVE LEAVE PENDING THE CONCLUSION OF THE INVESTIGATION. GIVING THEM AN OPPORTUNITY TO RESPOND UP UNTIL WEDNESDAY, MAY 26, BY CLOSE OF BUSINESS. MOTION CARRIED.

Because we are without a Library Director for one week, we need to appoint an interim.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECONDED BY SCOTT WINCH TO APPOINT LEAH GIORDANO AS INTERIM DIRECTOR WITH AUTHORITY GIVEN TO THE PERSONNEL COMMITTEE IF LEAH DECLINES THE AGREEMENT TO APPOINT ANOTHER INTERIM DIRECTOR. THIS WILL BE UNTIL THE CONCLUSION OF THE INVESTIGATION. MOTION CARRIED.

We also need to authorize someone to supervise the suspension of Mr. Illick, Mr. O'Neill and Mr. Derpinghaus. We would like Molly Adzic to do this.

A MOTION WAS MADE BY JEFF CAMPO; SECONDED BY KARI SWEENEY TO AUTHORIZE MOLLY ASZIC TO SUPERVISE THE SUSPENSION OF MR. ILLICK, MR. O'NEILL AND MR. DERPINGHAUS. MOTION CARRIED.

A MOTION WAS MADE BY GARY BEASTROM; SECONDED BY JEFF CAMPO THAT WE, AS A LIBRARY BOARD MEET 8:00 A.M. THURSDAY, MAY 27 IN THE ASSEMBLY ROOM. MOTION CARRIED.

Request for Future Agenda Items – none

Next Meeting Dates – Thursday, May 27 at 8:00 a.m.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY DINO CORVINO TO
ADJOURN THE MEETING AT 4:26 P.M. MOTION CARRIED**

/s/ Sharon Hunter

Library Board President or Designee

6/7/2021
1:23 pm

Marathon County Library
Bills for Approval
Current Year

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE CHARTER COMMUNICATIONS	4,486.68
	INTERNET SERVICE	4,486.68
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS UNIQUE MANAGEMENT SERVICES	492.25
	CONTRACT SERV-DEBT COLLECTIONS	492.25
101 000000000066592250	TELEPHONE FRONTIER	2,828.56
	TELEPHONE	2,828.56
101 000000000066592433	MAINTENANCE CONTRACTS CITY/COUNTY INFORMATION TECH	6,324.00
	MAINTENANCE CONTRACTS	6,324.00
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY MARSHFIELD PUBLIC LIBRARY	2,528.40
	LIBRARY FEES-REIMBURSE TO CNTY	2,528.40
101 000000000066592959	TIMING SOFTWARE MAINT-LIBR LIBRARICA LLC	1,590.45
	TIMING SOFTWARE MAINT-LIBR	1,590.45
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES BAKER & TAYLOR COMPANY BRO DART GREENWOOD, JEAN C RHINELANDER DISTRICT LIBRARY AMERICAN DOOR OF WAUSAU INC TOMAHAWK PUBLIC LIBRARY MERRILL CITY TREASURER FRANCES L SIMEK MEMORIAL LIB GRANTON COMMUNITY LIBRARY AREND, MARK ANTIGO PUBLIC LIBRARY GREENWOOD PUBLIC LIBRARY COLBY PUBLIC LIBRARY	2,990.00 217.05 0.00 7.99 617.70 71.00 34.95 30.00 15.00 347.95 33.99 10.95 40.00
	SUNDRY CONTRACTUAL SERVICES	4,416.58
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR BAKER & TAYLOR COMPANY CENTER POINT PUBLISHING	5,740.89 551.20
	SUNDRY CONTR SERV-JACKETS LIBR	6,292.09
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR BAKER & TAYLOR COMPANY BLACKSTONE AUDIOBOOKS	2,073.25 26.55
	SUNDRY CONTR SERV-PROC AV LIBR	2,099.80

6/7/2021
1:23 pm

Marathon County Library
Bills for Approval
Current Year

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593127	RFID TAGS-LIBR BIBLIOTHECA	2,333.33
	RFID TAGS-LIBR	2,333.33
101 000000000066593130	PRINTING/DUPLICATION ROTOGRAPHIC PRINTING INC MARCO	2,696.00 2,023.61
	PRINTING/DUPLICATION	4,719.61
101 000000000066593161	BOOKS LIBRARY BAKER & TAYLOR COMPANY DC EVEREST SCHOOL DISTRICT WAUSAU WEST HIGH SCHOOL STATE BAR OF WI WORLD BOOK EDUCATIONAL PRODS ULVERSCROFT LARGE PRINT INC WAUSAU EAST HIGH SCHOOL ROCKFORD MAP PUBLISHERS INC CENTER POINT PUBLISHING NEWMAN HIGH SCHOOL AMAZON CAPITAL SERVICES	55,947.58 55.00 50.00 198.00 999.00 607.50 57.00 214.15 4,659.36 65.00 3,243.51
	BOOKS LIBRARY	66,096.10
101 000000000066593168	AUDIO-VISUAL MATERIALS BAKER & TAYLOR COMPANY BLACKSTONE AUDIOBOOKS FINDAWAY WORLD AMAZON CAPITAL SERVICES MIDWEST TAPE LLC	11,900.54 1,297.95 128.67 1,208.07 1,201.91
	AUDIO-VISUAL MATERIALS	15,737.14
101 000000000066593221	SUBSCRIPTIONS-ELECTRONIC RESRC PROQUEST INFOR & LEARNING CO TUMBLEWEED PRESS INC MANGO LANGUAGES	3,779.36 1,920.00 9,502.93
	SUBSCRIPTIONS-ELECTRONIC RESRC	15,202.29
101 000000000066593240	MEMBERSHIP DUES DEPT OF PUBLIC INSTRUCTION	50.00
	MEMBERSHIP DUES	50.00
101 000000000066593260	ADVERTISING WISCONSIN MEDIA (GANNETT) WAUSAU AREA NEWCOMER SERVICE	63.71 45.00
	ADVERTISING	108.71
101 000000000066593321	PERSONAL AUTO MILEAGE WINCH, SCOTT	196.00
	PERSONAL AUTO MILEAGE	196.00

6/7/2021
1:23 pm

Marathon County Library
Bills for Approval
Current Year

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593390	MEETING EXPENSES	
	THE MINT CAFE INC	89.90
	MEETING EXPENSES	89.90
101 000000000066593497	LIBRARY OPERATING SUPPLIES	
	NASSCO	995.64
	DEMCO INC	1,466.81
	ETCO ELECTRIC SUPPLY INC	158.93
	WI VALLEY LIBRARY SERVICES	326.67
	ULINE	202.30
	STAPLES ADVANTAGE	2,438.28
	CDW GOVERNMENT INC	2,905.81
	G&O THERMAL SUPPLY COMPANY	1,442.97
	RAINBOW PRINTING	975.00
	ELM USA	2,468.40
	AMAZON CAPITAL SERVICES	3,881.26
	STAPLES TECHNOLOGY SOLUTIONS	6,439.68
	LIBRARY OPERATING SUPPLIES	23,701.75
101 000000000066595320	BUILDING/OFFICES RENT	
	EDGAR, VILLAGE	1,314.96
	ROTHSCHILD, VILLAGE	4,527.84
	STRATFORD, VILLAGE OF	3,032.34
	MOSINEE WATER/SEWER	150.19
	WI PUBLIC SERVICE CO	1,481.52
	VILLAGE OF MARATHON CITY	2,992.45
	VILLAGE OF HATLEY-SEWER &WATER	5,750.34
	BUILDING/OFFICES RENT	19,249.64
	LIBRARY 665 TOTAL:	178,543.28
252 000000000066793161	BOOKS LIBRARY	
	BAKER & TAYLOR COMPANY	2,483.31
	OLSON FLOOR COVERING INC	15,426.00
	WITMER INDUSTRIES INC	12,336.00
	STAPLES ADVANTAGE	299.12
	SYSTEMS TECHNOLOGIES	21,000.00
	CDW GOVERNMENT INC	12,295.56
	TANK MATES LLC	2,575.00
	AMAZON CAPITAL SERVICES	684.61
	BOOKS LIBRARY	67,099.60
	LIBRARY GIFTS 667 TOTAL:	67,099.60
	Report Total:	245,642.88

GL787 LIB 21-OBL vs BUDGET HSW Report Format 511

Period 5 ending May 31, 2021 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2021 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	557,794.00	51,771.14		195,064.22	195,064.22	362,729.78	35.0
Act 1210 WAGES-PERMANENT-REGULAR	748,778.00	82,813.76		285,852.60	285,852.60	462,925.40	38.2
Act 1211 WAGES-PERMANENT-REGULAR	685,967.00	62,158.02		228,043.59	228,043.59	457,923.41	33.2
Act 1250 WAGES-TEMPORARY-REGULAR	24,794.00					24,794.00	
Act 1510 SOCIAL SECURITY EMPLOYER	154,380.00	9,469.07		46,006.68	46,006.68	108,373.32	29.8
Act 1520 RETIREMENT EMPLOYERS SHA	123,948.00	8,501.64		41,324.94	41,324.94	82,623.06	33.3
Act 1540 HOSPITAL/HEALTH INSURANC	494,803.00	36,410.54		182,296.77	182,296.77	312,506.23	36.8
Act 1541 DENTAL INSURANCE	10,654.00	745.33		3,801.07	3,801.07	6,852.93	35.7
Act 1543 INCOME CONTINUATION INSU	7,630.00					7,630.00	
Act 1544 HLTH INS-CONVERSION, RET				504.07	504.07	504.07-	
Act 1545 POST EMPLOYEE HEALTH PLA	30,576.00	1,701.00		8,547.00	8,547.00	22,029.00	28.0
Act 1550 LIFE INSURANCE	1,128.00	45.31		210.75	210.75	917.25	18.7
Act 1560 WORKERS COMPENSATION PAY	1,039.00	66.73		61.96	61.96	977.04	6.0
Act 1580 UNEMPLOYMENT COMPENSATIO	2,018.00	133.43		646.39	646.39	1,371.61	32.0

APR 711A LIBRARY LVL 1-PERS SERVICE	2,843,509.00	253,815.97		992,360.04	992,360.04	1,851,148.96	34.9
APR 711B LIBRARY LVL 1-OPERATING							
Cat 920 CONTRACTUAL SERVICES							
Act 2130 ACCOUNTING/AUDITING FEES	1,300.00					1,300.00	
Act 2141 INTERNET SERVICE	25,500.00	1,754.52		4,486.68	4,486.68	21,013.32	17.6
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00			492.25	492.25	507.75	49.2
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00			6,500.00	6,500.00		****
Act 2250 TELEPHONE	8,500.00	69.61		2,548.05	2,548.05	5,951.95	30.0
Act 2433 MAINTENANCE CONTRACTS	11,000.00			6,324.00	6,324.00	4,676.00	57.5
Act 2561 LIBRARY FEES-REIMBURSE T	9,000.00	632.10		2,528.40	2,528.40	6,471.60	28.1
Act 2954 RFID EQUIP MAINT FEES	36,000.00					36,000.00	
Act 2955 V-CAT FEES LIBR	76,500.00					76,500.00	
Act 2957 COUNTY E-MAIL SERVICE	8,500.00					8,500.00	
Act 2958 COUNTY NETWORK SUPPORT	4,000.00					4,000.00	
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	56.00		4,614.58	4,614.58	4,385.42	51.3
Act 2995 COMPUTER MAINT. CONTRACT	8,000.00					8,000.00	
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	1,173.41		5,927.75	5,927.75	16,072.25	26.9
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	259.32		2,005.88	2,005.88	5,994.12	25.1
Cat 930 SUPPLIES & EXPENSE							
Act 3110 POSTAGE/BOX RENT	3,650.00	53.50		364.08	364.08	3,285.92	10.0
Act 3125 PAPER COPIER	2,000.00					2,000.00	
Act 3126 PAPER - RECEIPTS	800.00					800.00	

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Period 5 ending May 31, 2021 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2021 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 3127 RFID TAGS-LIBR	10,500.00			2,333.33	2,333.33	8,166.67	22.2
Act 3130 PRINTING/DUPLICATION	8,000.00	390.01		2,119.61	2,119.61	5,880.39	26.5
Act 3161 BOOKS LIBRARY	274,250.00	11,993.29		62,353.05	62,353.05	211,896.95	22.7
Act 3168 AUDIO-VISUAL MATERIALS	60,000.00	2,220.57		14,798.45	14,798.45	45,201.55	24.7
Act 3220 SUBSCRIPTIONS NEWSPAPER/	18,000.00			796.26-	796.26-	18,796.26	4.4-
Act 3221 SUBSCRIPTIONS-ELECTRONIC	25,000.00			15,202.29	15,202.29	9,797.71	60.8
Act 3240 MEMBERSHIP DUES				114.00	114.00	114.00-	
Act 3250 REGISTRATION FEES/TUITIO	4,000.00			243.00	243.00	3,757.00	6.1
Act 3260 ADVERTISING	4,000.00			108.71	108.71	3,891.29	2.7
Act 3321 PERSONAL AUTO MILEAGE	4,000.00			196.00	196.00	3,804.00	4.9
Act 3350 MEALS	400.00					400.00	
Act 3360 LODGING	400.00					400.00	
Act 3390 MEETING EXPENSES	2,000.00			1,054.30	1,054.30	945.70	52.7
Act 3497 LIBRARY OPERATING SUPPLI	28,000.00	5,280.66		24,779.70	24,779.70	3,220.30	88.5
Cat 950 FIXED CHARGES							
Act 5190 OTHER INSURANCE	32,500.00					32,500.00	
Act 5320 BUILDING/OFFICES RENT	55,000.00	2,584.87		17,934.68	17,934.68	37,065.32	32.6

APR 711B LIBRARY LVL 1-OPERATING	769,100.00	26,467.86		177,822.98	177,822.98	591,277.02	23.1

Or2 665 LIBRARY	3,612,609.00	280,283.83		1,170,183.02	1,170,183.02	2,442,425.98	32.4

GL787 LIB 21-OBL vs BUDGET HSW Report Format 511
 Period 5 ending May 31, 2021 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2021 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				23,153.00	
Act 3240 MEMBERSHIP DUES		19,000.00				19,000.00	

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

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

Agy 0870 LIBRARY	3,654,762.00	280,283.83		1,170,183.02	1,170,183.02	2,484,578.98	32.0

Sub 101 GENERAL FUND	3,654,762.00	280,283.83		1,170,183.02	1,170,183.02	2,484,578.98	32.0

GL787

LIB 21-OBL vs BUDGET HSW

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Period 5 ending May 31, 2021

Transaction status 1

Sub 252 LIBRARY GIFTS

Agy 0870 LIBRARY

Description	2021 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	147,873.00	1,068.61		70,714.27	70,714.27	77,158.73	47.8

Or2 667 LIBRARY GIFTS	147,873.00	1,068.61		70,714.27	70,714.27	77,158.73	47.8

Agy 0870 LIBRARY	147,873.00	1,068.61		70,714.27	70,714.27	77,158.73	47.8

Sub 252 LIBRARY GIFTS	147,873.00	1,068.61		70,714.27	70,714.27	77,158.73	47.8

Report Final Totals	3,802,635.00	281,352.44		1,240,897.29	1,240,897.29	2,561,737.71	32.6
=====							

GL787 LIB 21 MAINT OBL VS BUDGET HSW Report Format 511

Period 5 ending May 31, 2021 Transaction status 1

Sub 101 GENERAL FUND Agy 0590 OTHER GENERAL GOVERNMENT

Description	2021 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		150.00	150.00	270.00	35.7
Act 2210 WATER/SEWER	40,000.00			1,061.19	1,061.19	38,938.81	2.7
Act 2220 ELECTRIC	37,000.00	2,653.80		9,769.33	9,769.33	27,230.67	26.4
Act 2240 NATURAL/PROPANE GAS	10,000.00	736.76		5,698.81	5,698.81	4,301.19	57.0
Act 2460 BUILDING SERVICE EQUIP R	3,000.00	214.05		1,849.95	1,849.95	1,150.05	61.7
Act 2470 BUILDING REPAIRS	1,000.00			145.85	145.85	854.15	14.6
Act 2930 FIRE PROTECTION	300.00					300.00	
Act 2970 REFUSE COLLECTION	7,300.00			2,672.75	2,672.75	4,627.25	36.6
Act 2990 SUNDRY CONTRACTUAL SERVI	2,600.00	3.71		2,607.82	2,607.82		7.82-****
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	7,000.00	931.39		3,159.31	3,159.31	3,840.69	45.1
Act 3460 CLOTHING/UNIFORM	500.00	44.00		184.80	184.80	315.20	37.0
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00			237.33	237.33	262.67	47.5
Cat 940 BUILDING MATERIALS							
Act 4250 SMALL HARDWARE/WIRE/NAIL	100.00					100.00	
APR 561F MAINT LIBR LVL 1-OPERATIN	109,720.00	4,613.71		27,537.14	27,537.14	82,182.86	25.1
Or2 206 LIBRARY - BLDG MAINTENANCE	109,720.00	4,613.71		27,537.14	27,537.14	82,182.86	25.1
Agy 0590 OTHER GENERAL GOVERNMENT	109,720.00	4,613.71		27,537.14	27,537.14	82,182.86	25.1
Sub 101 GENERAL FUND	109,720.00	4,613.71		27,537.14	27,537.14	82,182.86	25.1
Report Final Totals	109,720.00	4,613.71		27,537.14	27,537.14	82,182.86	25.1

TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of May 2021

Branch	2020 CURRENT MONTH	2021 CURRENT MONTH	% CHANGE	2020 YEAR-to-DATE	2021 YEAR-to-DATE	% CHANGE
ATHENS	252	738	192.86%	5,413	3,650	-32.57%
EDGAR	365	866	137.26%	5,986	5,757	-3.83%
HATLEY	312	1,161	272.12%	6,212	5,595	-9.93%
MARATHON	582	1,638	181.44%	8,633	8,888	2.95%
MOSINEE	413	1,334	223.00%	8,534	8,820	3.35%
ROTHSCHILD	1,432	4,872	240.22%	26,927	28,902	7.33%
SPENCER	223	641	187.44%	5,435	3,481	-35.95%
STRATFORD	307	918	199.02%	5,642	5,680	0.67%
WAUSAU	4,119	9,156	122.29%	96,812	51,494	-46.81%
WAUSAU DRIVE UP	37	209	464.86%	2,704	641	-76.29%
HOMEBOUND	778	797	2.44%	4,607	4,539	-1.48%
ILL	0	131	100.00%	328	766	133.54%
OVERDRIVE	13,679	13,062	-4.51%	63,219	66,871	5.78%
GRAND TOTAL	22,499	35,523	57.89%	240,452	195,084	-18.87%

**Because of the COVID-19 Pandemic, all MCPL Locations closed to the public on Tuesday, March 17, 2020

**MCPL Started curbside pickup at all locations on Thursday, April 30, 2020

ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

May 2021

	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	0	0	0	0	0	93	0	93	3,650	2.55%	
EDGAR	0	0	0	0	0	0	0	0	5,757	0.00%	
HATLEY	0	0	0	0	0	0	0	0	5,595	0.00%	
MARATHON	0	0	0	0	0	0	0	0	8,888	0.00%	
MOSINEE	0	0	0	25	0	0	0	25	8,820	0.28%	
ROTHSCHILD	0	0	14	8	0	0	0	22	28,902	0.08%	
SPENCER	147	0	0	0	0	12	4	163	3,481	4.68%	
STRATFORD	0	0	0	0	0	0	0	0	5,680	0.00%	
WAUSAU	10	0	439	44	0	4	2	499	51,494	0.97%	
WAUSAU DRIVE UP	0	0	1	0	0	0	0	1	641	0.16%	
MISC*									72,176		
TOTAL MCPL	157	0	454	77	0	109	6	803	195,084	0.41%	
% of CIRC by COUNTY	0.08%	0.00%	0.23%	0.04%	0.00%	0.06%	0.00%				

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

TOTAL MONTHLY CUSTOMER COUNT

For the month of May 2021

	2020 CURRENT MONTH	2021 CURRENT MONTH	% CHANGE
MARATHON COUNTY			
RESIDENT ADULT	64,669	64,374	-0.46%
RESIDENT CHILD	9,234	8,395	-9.09%
HOMEBOUND	180	180	0.00%
STAFF	64	63	-1.56%
TEMPORARY	256	489	91.02%
TOTAL FOR MARATHON COUNTY	74,403	73,501	-1.21%
NON-COUNTY ON SITE BORROWERS			
ADULT	2,882	2,882	0.00%
CHILD	243	219	-9.88%
TEMPORARY	18	27	50.00%
TOTAL FOR NON-COUNTY ON SITE BORROWER	3,143	3,128	-0.48%
INTERLIBRARY LOAN			
ILL	520	412	-20.77%
GRAND TOTAL	78,066	77,041	-1.31%

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
5/3/2021	85	25	5	2	1	7	7	3	7	1	11	2	25	9	2	9	1	2
5/4/2021	99	22	7	1	3	3	3	2	5	6	9	3	45	11	2	4	3	4
5/5/2021	99	19	4	4	1	2	3	4	7	3	11	4	40	7	0	4	8	3
5/6/2021	87	22	4	0	0	6	4	3	11	2	7	3	15	13	2	1	7	1
5/7/2021	144	30	8	1	6	7	3	4	5	3	11	2	38	8	2	3	5	1
5/10/2021	100	24	3	0	3	8	7	2	8	7	8	3	27	7	1	9	2	3
5/11/2021	91	20	3	1	4	8	4	1	7	5	7	0	23	5	0	5	2	3
5/12/2021	83	17	5	2	3	7	8	3	5	3	10	3	42	10	3	4	4	4
5/13/2021	81	21	2	5	2	4	1	2	7	2	9	3	18	13	1	3	7	1
5/14/2021	94	20	4	3	3	3	4	2	8	6	9	1	47	9	2	3	4	2
5/17/2021	86	30	1	1	1	8	4	1	11	4	5	2	26	8	1	4	3	2
5/18/2021	80	18	2	3	6	8	1	3	7	2	10	4	29	16	1	5	4	7
5/19/2021	117	17	7	1	1	9	3	0	2	2	9	0	30	11	0	6	3	2
5/20/2021	85	9	2	5	0	9	3	1	7	5	7	1	25	8	3	2	3	0
5/21/2021	122	19	7	2	3	4	5	5	7	3	8	2	32	9	1	3	5	1
5/24/2021	95	20	7	3	1	7	4	2	5	4	4	2	12	6	3	4	5	0
5/25/2021	115	17	0	2	7	3	2	3	8	2	9	2	17	10	2	2	3	5
5/26/2021	88	16	3	2	2	9	7	5	7	5	8	1	42	6	1	4	5	0
5/27/2021	102	0	8	4	2	8	0	2	6	7	6	1	27	12	1	5	6	3
5/28/2021	130	0	4	4	3	15	10	2	7	7	15	2	19	15	1	10	6	0
Total for May	1983	366	86	46	52	135	83	50	137	79	173	41	579	193	29	90	86	44

* Branch Appointments = Browsing Appointments
 * Wausau Appointments = Computer Appointments

Marathon County Public Library

Director Report

June 2021

Director Activities

May 2021

- 5-19-21 Leah G. accepted as Interim Director
- 5-21-21 Held virtual Branch Coordinator meeting focused on the impending reopening
- 5-21-21 Attended County Department Head meeting
- 5-24-21 Met with Facilities, electrical, data wiring, and concrete cutters to discuss strategy to complete wiring project
- 5-26-21 Attended procedure refresher course presented by Kitty R.
- 5-27-21 Met virtually with Lance L. to discuss reflective question from Department Head meeting

Upcoming Director Activities

- 6-1-21 Official reopening of all library locations with limited occupancy
- 6-16-21 SRLAAW June meeting
- 6-18-21 Marathon County Department Head meeting
- 6-18-21 Meeting with WI Resource Library Directors
- 6-21-21 Marathon County Public Library Board of Trustees Meeting

Other Updates of Note

- Electrical and data runs were completed in time for reopening
- Waiting for delivery estimates of final shelving ranges for adult nonfiction
- Panic buttons reinstalled at new service desks
- Employee mid-year reviews commencing
- Work on roof is ongoing

Library Services Report for May

News

- Leah rounded with individual Library Services branch staff
- Leah finalized staff schedule for June 1 reopening
- Leah attended weekly procedure refresher classes in preparation for reopening
- Met with team leads to go over reopening questions and procedures
- Met with Russ from the Health Department to do a walkthrough of our building in preparation for reopening
- Leah and others gave orientation to new branch assistants Megan and Katie
- Accepted Interim position (later activities documented on Director report)
- Renovation projects: Kate and others assisted LFI with Non-Fiction shelving move, Fiction shelves swap, Paperback shelves swap, Adult Non-Fiction shelf-reading, furniture placement, organizing, cleaning, etc.
- Julie is taking two classes--one "Effective customer service in a socially distanced world" from the Ischool at UW Madison, and one on digitization from Recollect Wisconsin.
- Chad attended sessions on programming during two days of the Wisconsin Association of Public Libraries conference
- Chad attended meetings of the Central Wisconsin Book Festival and Central Time News editorial board
- Elizabeth watched two webinars: "Understanding the Present and Future of Diverse Children's Literature" sponsored by Mackin, and "Our Voices Our Protest: Migrant Stories in Latinx Children's Literature" from the Latinx KidLit Book Festival
- Elizabeth attended the May Youth Services Meetup organized by WVLS
- **Inventory:** Spencer- Adult Non-Fiction, Adult Large Print Non-Fiction, Reference, Adult Spanish, Wisconsin, Wisconsin Biographies, and Wisconsin Reference

Events and Programs*

Youth Services Events

- Story Times
 - May 4: Virtual Story Time – 38 total views on YouTube
 - May 11: Virtual Story Time—32 total views on YouTube
 - May 18: Virtual Story Time—18 total views on YouTube
 - May 25: Virtual Story Time –18 total views on YouTube

- Other Programs
 - May 12: Virtual/Interactive Head Start Story Time via Ring Central—44
 - May 26: Virtual/Interactive Head Start Story Time via Ring Central—48
 - May 1-31: Grab and Go Flowergram—371
 - Number of May Youth Services programs – 7 (6 virtual, 1 socially distanced “in person”)
 - Total attendance for May Youth Services programs – 569

Adult Events

- May 3-28: “Little Treasures” Needlepoint Mandala grab and go: 110 kits handed out
- May 6: Marathon County Historical Society (MCHS) History Chat: The Plumer Mansion – 24 live viewers
- May 13: MCHS History Chat: Wausau’s Federal Building – 27 live viewers
- May 13: Extension Marathon County Virtual Gardening: Growing in Small Spaces – 6 live viewers
- May 20: MCHS History Chat: Railroad Depot Renovation – 28 live viewers
- May 20: Extension Marathon County Virtual Gardening: Growing in Small Spaces – 7 live viewers
- May 22: MCHS History Speaks Lecture: Wausau’s 1918 Pandemic Response – 22 live viewers
- May 27: MCHS History Chat: The Grant School – 16 live viewers
 - Number of March programs – 8
 - Total participation/attendance – 240

*due to COVID-19, all indoor story times and programs have been suspended

Media Summary

Social Media Statistics:

- Facebook (MCPL): 4,315 likes/follows (+17)
- Twitter: 1,228 followers (-8)
- Pinterest: 972 followers (+0)
- Goodreads: 299 friends (+1); 1,330 reviews (+6)
- Instagram: 953 followers (+5)
- YouTube: 84 subscribers (+7)

Hot Happenings in the River District (email newsletter)

- May 5- Grab and Go Craft: Needlepoint Mandalas
- May 12- Virtual Gardening: Growing Veggies in Small Spaces

- May 19- History Chats: The Railroad Depots
- May 26- MCPL reopening to the public June 1

Wisconsin Public Radio 90.9 FM

- May 26- Marathon County Library employees claim toxic work environment as director is placed on leave
<https://www.wpr.org/marathon-county-library-employees-claim-toxic-work-environment-director-placed-leave>
- May 27- Marathon County Library director resigns following investigation into hostile work environment (Deputy Corporation Counsel, Michael Puerner)
<https://www.wpr.org/marathon-county-library-director-resigns-following-investigation-hostile-work-environment>

WAOW Channel 9

- May 25- Marathon County Library Board places director, 2 employees on unpaid administrative leave (County Administrator, Lance Leonhard)
<https://waow.com/2021/05/25/marathon-county-library-board-places-director-2-employees-on-unpaid-administrative-leave>
- May 27- Illick resigns as Marathon County Public Library Director amid investigation (Deputy Corporation Counsel, Michael Puerner)
<https://waow.com/2021/05/27/illick-resigns-as-marathon-county-library-director-amid-investigation>

WSAU 550 AM

- May 18- Marathon County Public Library branches to partially open June 1st (Library Services, Dan Richter)
<https://wsau.com/2021/05/18/marathon-county-public-library-branches-to-partially-open-june-1st>
- May 25- Marathon County Library Board places director, 2 employees on unpaid administrative leave (County Administrator, Lance Leonhard)
<https://wsau.com/2021/05/24/marathon-county-library-board-places-director-2-employees-on-unpaid-leave>
- May 27- Illick resigns as Marathon County Public Library Director amid investigation (Deputy Corporation Counsel, Michael Puerner)
<https://wsau.com/2021/05/27/illick-resigns-as-marathon-county-library-director-amid-investigation>
- May 31- Marathon County Public Library reopens on Tuesday
<https://wsau.com/2021/05/31/marathon-county-public-library-reopens-on-tuesday>

WSAW Channel 7

- May 4- Grab & Go: Flowergrams available at all MCPL locations
- May 18- Marathon County Public Libraries to reopen June 1
<https://www.wsaw.com/2021/05/18/marathon-county-public-libraries-to-reopen-june-1>
- May 25- 3 Marathon County Public Library employees on unpaid leave following meeting (County Administrator, Lance Leonhard)
<https://www.wsaw.com/2021/05/25/3-marathon-county-public-library-employees-on-unpaid-leave-following-meeting>
- May 27- Marathon County Public Library Director resigns after being placed on unpaid leave
<https://www.wsaw.com/2021/05/27/marathon-county-public-library-director-resigns-after-being-placed-on-unpaid-leave>
Library Board decides to accept resignation of director (Deputy Corporation Counsel, Michael Puerner)
<https://www.wsaw.com/2021/05/27/library-board-decides-to-accept-resignation-of-director>

WXPR 91.9 FM

- May 28- Marathon County Library Director resigns (Deputy Corporation Counsel, Michael Puerner)
<https://www.wxpr.org/post/marathon-county-library-director-resigns#stream/0>

City Pages

- May 6- Big Guide- Wausau: Historical Preservation Month-The Plumer Mansion, Historical Preservation Month-The Federal Building, Virtual Gardening-Growing Veggies in Small Spaces, Historical Preservation Month-The Railroad Depots, Outlier Within an Outlier-Wausau's Response to the 1918 Flu Epidemic, Historical Preservation Month-Grant School
- May 13- Metro Briefs- Library to open June 1 (Library Director, Ralph Illick)
- May 27- Big Guide- All Locations-Grab & Go Craft: Dried Flower Paper Lantern; Wausau: History Chats-Historic Preservation Month-Grant School; Virtual Gardening-Managing Weeds

Mosinee Times

- May 6- Marathon County Historical Society and Marathon County Public Library present History Speaks in May- History Chats: The Plumer Mansion, The Federal Building, the Railroad Depots, Grant School; History Speaks on the Air-Outlier Within an Outlier-Wausau's Maverick Response to the 1918 Pandemic
- May 27- Paper lantern craft for adults offered at all MCPL locations this June

Record Review

- May 19- County library board okays reopening plan

Wausau Pilot & Review

- May 8- The 1918 pandemic covered during next History Speaks event
<https://wausapilotandreview.com/2021/05/08/the-1918-pandemic-covered-during-next-history-speaks-event>
- May 19- Marathon County Public Library to reopen June 1
<https://wausapilotandreview.com/2021/05/19/marathon-county-public-library-to-reopen-june-1>
- May 20- June youth events at Marathon County Public Library- All Locations: Grab & Go for Kids-Rainbow Fish, Grab & Go for Teens-Mushroom Magic, Family Story Time-Lady Pancake & Sir French Toast, Family Story Time-Mythical Creatures, Family Story Time-Plants!, Family Story Time-Nests, Family Story Time-Bugs!; Rothschild: Fairy Tale Story Time; Spencer: Summer Tales; Stratford: Tail-Wagging Story Time
<https://wausapilotandreview.com/2021/05/20/june-youth-events-at-marathon-county-public-library>
- May 22- MCPL Book Clubs, June 2021- Athens: Book-of-the-Month Club-“The Book of Rosy;” Hatley: Virtual Book Club-“Little Fires Everywhere;” Marathon City: Book Club-“The Body;” Mosinee: Virtual Book Club-“Books Can Be Deceiving;” Stratford: Fiction in the Fresh Air Book Club-“The Giver of Stars”
<https://wausapilotandreview.com/2021/05/22/mcpl-book-clubs-june-2021>
- May 24- Marathon County Public Library director, 2 staff on unpaid leave after closed session (County Administrator, Lance Leonhard)
<https://wausapilotandreview.com/2021/05/24/marathon-county-public-library-director-2-staff-on-unpaid-leave-after-closed-session>
- May 26- Marathon County Public Library activities- All Locations-Grab & Go Craft: Dried Flower Paper Lantern
<https://wausapilotandreview.com/2021/05/26/marathon-county-public-library-activities-24>
- May 27- Marathon County Public Library director resigns amid accusations of hostile work environment
<https://wausapilotandreview.com/2021/05/27/marathon-county-public-library-director-resigns-amid-accusations-of-hostile-work-environment>

Wausau Times/Buyers Guide

- May 12- History Speaks and History Chats

Materials

- Youth

	2021 Annual Budget	Rollover from 2020	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 6/2/2021	% Spent
Juvenile Audiobooks	\$5,000.00	\$905.40	\$5,905.40	\$416.67	\$2,740.73	\$3,164.67	54%
Juvenile CDs	\$500.00	\$16.96	\$516.96	\$41.67	\$284.49	\$232.47	45%
Juvenile DVDs	\$13,000.00	\$445.76	\$13,445.76	\$1,083.33	\$11,036.92	\$2,408.84	18%
Juvenile Video Games	\$1,750.00	\$-	\$1,750.00	\$145.83	\$1,070.07	\$679.93	39%
Young Adult Audio Books	\$1,250.00	\$163.79	\$1,413.79	\$104.17	\$752.96	\$660.83	47%
Youth AV Subtotal	\$21,500.00	\$1,531.91	\$23,031.91	\$1,791.67	\$15,885.17	\$7,146.74	31%
Juvenile Fiction	\$18,500.00	\$381.78	\$18,881.78	\$1,541.67	\$14,439.78	\$4,442.00	24%
Juvenile NonFiction	\$37,500.00	\$1,161.47	\$38,661.47	\$3,125.00	\$30,763.36	\$7,898.11	20%
Juvenile Picture Books	\$33,000.00	\$479.79	\$33,479.79	\$2,750.00	\$26,754.08	\$6,725.71	20%
Juvenile Spanish	\$1,000.00	\$51.90	\$1,051.90	\$83.33	\$1,004.84	\$47.06	4%
Juvenile Standing Order Print	\$9,000.00	\$987.72	\$9,987.72	\$750.00	\$8,092.05	\$1,895.67	19%
Young Adult Fiction	\$8,000.00	\$165.66	\$8,165.66	\$666.67	\$5,525.17	\$2,640.49	32%
Young Adult Graphic Novels	\$3,750.00	\$593.50	\$4,343.50	\$312.50	\$2,196.93	\$2,146.57	49%
Young Adult NonFiction	\$2,000.00	\$557.00	\$2,557.00	\$166.67	\$823.45	\$,733.55	68%
Youth Print Subtotal	\$112,750.00	\$4,378.82	\$117,128.82	\$9,395.83	\$89,599.66	\$27,529.16	24%
Youth Services TOTAL	\$134,250.00	\$5,910.73	\$140,160.73	\$11,680.06	\$105,484.83	\$34,675.90	25%

- Adult

	2021 Annual Budget	Rollover from 2020	Total Appropriation	Monthly Allotment	Free Balance	Spent as of 06/05/2021	% Spent
Adult Audiobooks	\$12,000.00	\$1,761.48	\$13,761.48	\$1,090.91	\$7,393.79	\$6,367.69	46.27%
Adult Music CD	\$7,500.00	\$115.50	\$7,615.50	\$681.82	\$5,461.40	\$2,154.10	28.29%
Adult DVD	\$26,000.00	\$143.85	\$26,143.85	\$2,363.64	\$19,292.06	\$6,851.79	26.21%
Adult Video Games	\$1,500.00		\$1,500.00	\$136.36	\$1,164.50	\$335.50	22.37%
Adult AV Subtotal	\$47,000.00	\$2,020.83	\$49,020.83	\$4,272.73	\$33,311.75	\$15,709.08	32.05%
Adult Paperbacks	\$1,875.00	\$163.30	\$2,038.30	\$170.45	\$1,615.64	\$422.66	20.74%
Adult Paperbacks S.O.	\$3,714.00		\$3,714.00	N/A	\$2,749.00	\$965.00	25.98%
Adult Fiction	\$45,000.00	\$725.84	\$45,725.84	\$4,090.91	\$21,578.22	\$24,147.62	52.81%
Adult LT Fiction	\$7,200.00	\$454.71	\$7,654.71	\$654.55	\$5,483.05	\$2,171.66	28.37%
Adult LT S.O.	\$15,300.00	\$273.90	\$15,573.90	\$1,390.91	\$8,073.33	\$7,500.57	48.16%
Adult Non-fiction	\$65,696.00	\$1,451.29	\$67,147.29	\$5,972.36	\$43,332.26	\$23,815.03	35.47%
Adult Non-fiction S.O.	\$2,715.00		\$2,715.00	N/A	\$2,210.79	\$504.21	18.57%
Adult Biographies	\$10,000.00	\$196.60	\$10,196.60	\$909.09	\$5,762.24	\$4,434.36	43.49%
Adult Spanish	\$750.00		\$750.00	\$68.18	\$597.73	\$152.27	20.30%
Adult Hmong	\$750.00		\$750.00	\$68.18	\$538.54	\$211.46	28.19%
Adult Print Subtotal	\$153,000.00	\$3,265.64	\$156,265.64	\$13,909.09	\$91,940.80	\$64,324.84	41.16%
Adult Services TOTAL	\$200,000.00	\$5,286.47	\$205,286.47	\$18,181.82	\$125,252.55	\$80,033.92	38.99%

Support Services Report for May

Circulation Team

- May curbside statistics:
 - 1,983 pickups, for an average of 99 pickups per day.
- The Circulation team continued to sanitize touchpoints for the safety of the scheduled 366 customers when entering, and exiting the building for computer usage during the month of May.
- 3,564 telephone calls were answered by the team members, with an average of 178 calls per day.
- 29 new library card applications have been processed by the circulation team.
- 28 library cards have been verified by staff, and picked up by our customers at the drive thru window.
- Wausau circulation total for May 2021 – 9,365 items
- Laura D processed 131 interlibrary loan requests for customers.
- Ashley H and Paula L sent out 797 items for Home bound customers.
- 5/13/2021 Kitty R, Mary S, and Ollie C attended the V-CAT Cooperative Circulation Virtual meeting.
- 5/18/2021 Kitty R and Mary S met to discuss and compile reopening handout.
- Kitty R prepared a series of Reopening refresher classes held on each Wednesday morning and afternoon from April 28th through May 26th. These were recorded and on the N:/drive for employees who weren't able to make the meetings.
 - The topics included:
 - April 28 -Donation Policy, Meeting Room Policy, Safety (Weather alerts, fire, injury procedures)
 - May 5 – Procedures A-Z
 - May 12- Tech issues presented by Ben D
 - May 19-Behavior Policy presented by Julie K
 - Banning
 - Procedures
 - Documentation
 - May 26-Circulation Policy
- Ken Block continued to help out at the Rothschild Branch on Thursdays and Fridays until May 21.
- We worked diligently to get the Main desk and the library back to running status on June 1. Several team members assisted with non-fiction shelf reading, cleaning, furniture moving etc.

Support Services Team

- 5/3/21 through 5/7/21: Stephanie assisted the Main Desk and Page team.
- 5/13/21: Mary and Kitty attended V-Cat Cooperative Circ meeting. Topics

discussed:

- Standardized wording for notices.
- Process of invoicing V-Cat libraries for billed items.
- 5/18/21: Mary met with Kitty to create a library reopening handout.
- 5/18/21: Chris and Pat attended V-Cat Bib Committee meeting. Topic discussed:
 - Outsourcing the project of bib records with no subject headings where more than one library has holdings.
- 5/18/21: Chris and Mary met with Katie from WVLS to work out the steps for a possible change to artwork requests.
- 5/19/21: new Branch Assistants Katie E. and Megan V. visited Support Services and received an overview of what our team does.
- 5/27/21: Chris worked at the Rothschild Branch. In addition to assisting with Branch duties she worked on relabeling the Branch's biography collection where needed.
- 5/28/21: Stephanie worked at the Rothschild Branch and also worked on relabeling biographies and adult nonfiction where needed.
- Various procedures were revisited: magazines and newspapers at Wausau and notices for all locations.
- Michelle completed her Gale course/SMART goal. Congratulations!
- Chris created a report of bib records listed as having a disc; specifically books in order to change their codes and labels to "kit". She also created a list of adult and juvenile biographies held at the Branches in order to correct their call number and label to be that of the biography.
- Team members:
 - Attended Kitty's refresher classes.
 - Handed out a "reopening" notice to curbside patrons. The patrons were very happy to hear the news.
 - Shelf read adult biographies and adult nonfiction.
- 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 799+ (2nd time around: 799)
 - Juvenile easy readers: done.
 - Adult nonfiction found during shelf reading: in progress.
 - Faded label replacement and disc cleaning for Branches: in progress.
 - New seasonal collection: done.
 - Clean Wausau adult DVDs: A's – done.

Page Team

- Ollie was on vacation the first week of May. Kali R. and Lynelle C. along with the help of the Circ. Team did a fantastic job taking over her duties and keeping

everything running smoothly.

- Assisted Support Services with re-labeling Juvenile Easy Readers.
- May 10th LFI arrived at the library to move the adult non-fiction, fiction, and several shelving units in children's to their new homes. The Page Team offered any assistance we could when LFI needed.
- Ollie and Heather held interviews for the page position May 12th.
- May 14th Ollie and Kate S. began work on getting the fiction and paperback collection in order. The original plans for the collection worked on paper but in reality was very confusing. Kate and Ollie reworked it as best they could. The project was completed on May 19th.
- May 17th Ollie assisted Taylor W. and Rose D. in shifting Children's picture books.
- May 17th-28th Ollie purely focused on getting the library ready for opening day June 1st. Kali R. and Lynelle C. did a wonderful job keeping everything page related under control so Ollie could do that. The Circ. Team, Kitty especially, was a major help as well.
- May 19th and 20th Ollie and Kate finalized spots for all the new furniture.
- May 20th Ollie with the help of Laura D. moved adult non-fiction audiobooks to their new spot with the rest of the AV collection. Kate and Ollie condensed the non-fiction audiobooks and shifted the fiction audiobooks to give them more space.
- May 24th Ollie did a walk around with Leah to create a list of everything that needed to be done for MCPL to open.
- May 24th – 28th Ollie did or delegated the following: moved the location of beginning chapter books, shifted juvenile fiction, finished the new collections in Teen Zone, cleaned up all book ends and book displays, arranged the self-checkouts, laid out a proper number of kick stools and garbage-recycling bins, arranged new adult fiction and non-fiction, shifted non-fiction 300's, moved furniture, and cleaned up renovation odds and ends.

Branch Report for May

Athens Monthly Report

Events and Programs

- Flowergram: Throughout the month of May, children were welcome to pick up their own grab and go colorful collage and make a "flowergram". A total of 12 kits went out to the public.
- Needlepoint Mandala: A DIY needlepoint mandala craft was offered to adults and teens during the month of May. A total of 8 kits went out to the public.
- Book of the Month: Patrons were invited to pick up Athens featured book along with discussion questions. The book of the month for May was The Glass Hotel

by Emily St. John Mandel.

Circulation Statistics

- Athens circulated 738 items in May 2021. This is a 192.86 increase from May 2020. In 2021 year-to-date, Athens has circulated 3,650 items. This is a 32.57% decrease from 2020.
- Athens had a total of 46 browsing appointments, 25 computer appointments, 84 people in the library and 86 curbsides during the month of May.

Library News

- 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.
- Jennifer Triolo attended the MCPL Refresher Reopening meetings offered in May.
- Shahara Falk LeFay attended the MCPL Refresher Reopening Behavior Policy meeting on May 19th
- Jennifer Triolo attended the Branch Coordinator Meeting on May 21st

Facilities Updates

- During the dates of April 20th- May18th a stretch of Caroline Street, directly in front of the Athens Branch, was currently under construction.

Edgar Monthly Report

Events and Programs

- Grab n Go crafts, 11 adult, 21 children kits.
- Home School Huddle Packets have served 9 families with 20 students in May.

Circulation Statistics

- The circulation statistics for the month of May were 866 items checked out. This is a 137.26% increase for the same month last year. A total of 5757 items have been checked out so far this year. This is a 3.83% decrease from 2020.

Library News

- Curbside and appointments continue to be a success.
- Edgar prepared for the next step in the reopening of library.
- Deb worked on a family program with other branch staff throughout the county.

- Deb and Dana watched the Refresher Classes that Kitty held.

Facilities Updates

- The security system that the Edgar Village has put in did not work most of May. They are waiting for the company to come and fix it.

Hatley Monthly Report

Events and Programs

- Virtual Book Club – We had 5 adults participate in our Virtual Book Club to discuss the book “Becoming” by Michele Obama. June’s club will be discussing “Little Fire Everywhere” by Celeste Ng.
- Grab N Go programs
 - a. Pasta Mosaics - 5 adults and 5 children grabbed the kits.
 - b. Beaded Wrap Bracelets – 14 kits went out. 4 adults and 10 children grabbed kits.
 - c. Polliwog Plates- 5 kits hopped away to children this month.

Upcoming Programs

- Virtual Book Club on June 8th
- Grab N Go Crafts – Rainbow Fish, Dried Flower Paper Lanterns, and Mushroom Magic

Circulation Statistics

- Hatley circulated 1,161 items for the month of May. This is a 272.12% increase for the month. Year to date is 5,595 items. This is a 9.93% decrease from last year.

Library News

- During the month of May we had 83 curbside appointments, 50 browsing/in-library pick-ups and 7 computer/copy appointments. This totaled out to be 85 patrons coming through our doors.
- Robin watched all the refreshers from the N drive to prepare for the reopening.
- Robin watch the webinar "Beat the Heat: Easy, Breezy Books to Head Off Summer Slide" which included juvenile titles to explore and a demonstration of the app Sora. Sora is student driven app created by Overdrive.

Facilities Updates

- None this month

Marathon City Branch Monthly Report

Events and Programs

- **Book Club:** During the month of May, we held our book club outdoors! The ladies really enjoyed getting together to chat and share their thoughts about the book despite the colder temperature that day. Seven patrons joined in for a thoughtful discussion featuring *A Woman is No Man* by Etaf Rum. Elizabeth graciously agreed to facilitate the book club for the month of June, as well. In June, the book club will meet, outdoors (weather permitting) to discuss the book *The Body* by Bill Bryson. Social distancing protocols will be in place. At this time, the book club is open to anyone and meets outdoors and via “GoToMeeting” the second Monday of the month from 5:45 PM – 6:45 PM.
- During the month of May, all MCPL branches offered special Grab & Go kits for children, teens and adults. We gave out 32 of the children’s kits, Flower grams. The teen/adult kits were Needlepoint Mosaics and we distributed 20 of those. These kits have been very popular with patrons of all ages.
- During the month of June (and beyond), there will continue to be many virtual events being held that patrons throughout Marathon County can access. Some of these events include *Managing Weeds* with UW-Extension’s horticulture special Janell Wehr and the Marathon County Historical Society’s series of History Chats. We also showcase monthly virtual book clubs and weekly story times. More information for these programs is available on the MCPL website. All branches will again be offering Grab & Go activities for children, teens and adults each month of 2021. Supplies for *Rainbow Fish* and *Mushroom Magic* can be picked up at any of the nine branches during the month of June.

Circulation Statistics

- Marathon circulated 1,638 items during the month of May. So far in 2021, Marathon has circulated 8,888 items. This is a 181.44% increase over last year.

Library News

- During the month of May, we recorded 137 patron curbside pick-ups. Also, 79 regular and 16 computer appointments were scheduled with a total of 152 patrons visiting the library during our special in-house hours.
- A condensed version of the Summer Library Program (SLP) will begin June 1.

Since we could not hold our yearly school library visits, Lisa met with Mrs. Kroeplin and Mrs. Sorge, representatives from Marathon Elementary, to explain the program and share the online resources and information regarding the online catalog and Libby. These wonderful teachers then shared this information with the classes at Marathon Elementary. Many students have already come in to sign up for library cards and to receive their SLP activity books.

- I am so glad to Welcome Megan Van Haren as the Branch Assistant here in Marathon. She is catching on quickly and fitting in very well.
- We are finally able to open our doors without appointments for in house browsing and curbside pickup.

Facilities Updates

- New landscaping is being added to the parking lot by the Village of Marathon.

Mosinee Monthly Report

Events and Programs

- Regular programming was canceled due to the pandemic.
- Book Club: Three patrons joined our May virtual book club to discuss *Before She Knew Him* by Peter Swanson. Next month we will be reading *Books Can Be Deceiving* by Jenn McKinlay.
- Our popular grab and go craft kits this month consisted of Flowergrams for younger children, and needlepoint Mandala kits for adults and teens. Both were a hit! All 21 needlepoint mandala kits and 35 Flowergram kits that we had were taken by the end of the month.
- We also continued to promote virtual presentations at all locations, including this month's virtual gardening program all about growing veggies in small spaces. Several patrons reported to Sarah that they found the presentation highly informative and were really appreciative that we offered it!
- Upcoming Programs: Next month we will be handing out Rainbow Fish kits, Dried Flower Paper Lantern kits, and Mushroom Magic kits, with a separate one for each age group. We will also be starting our Summer Reading Program, adjusted for safety as the pandemic continues. While we therefore won't be having large performances, children can still participate by earning books after completing book reviews, as well as grabbing an activity book created by our staff and the craft grab and go craft kits.

Circulation Statistics

- Mosinee circulated 1,334 items in May 2021. This is a 223% increase. Mosinee has circulated 8,820 items in 2021. This is a 3.35% increase.

Library News

- Curbside services and appointments continued throughout the month of May. At the end of the month we had a total of 173 curbsides, 41 browsing appointments, and 12 computer appointments with a total of 60 patrons in the library.
- The Marathon County Public Library will be opening up at 25% capacity at all locations on June 1st. Staff have been preparing the building for this change. Leah came out to visit the branch on the 25th to help with the challenges the Mosinee Branch building poses to social distancing, and staff greatly appreciate her help in helping us prepare for the change!
- Katie Eigenfeld started on May 17th, and is settling in really well. Patrons and staff are really excited that she's joined the Mosinee Branch team!

Facilities Updates

- No updates at this time.

Rothschild Monthly Report

Events and Programs

- We handed out 39 grab-and-go flower craft kits for kids and 22 grab-and-go mandala craft kits for adults.
- Rothschild staff have been planning and creating blog posts and content for our virtual family fun activities.
- In June, we will hand out the library-wide monthly craft kits for children and adults.

Circulation Statistics

- In May, Rothschild circulated 4,872 items. This is 240.22% increase from last year. In 2021, Rothschild circulated 28,902 items. This is 7.33% increase from last year.
- In May, we completed 579 curbside pickup appointments and had 332 people visit the library for in-person appointments.

Library News

- Ken from Wausau has been helping at the Rothschild Branch on Thursdays and Fridays throughout May. This was greatly appreciated!
- Rothschild staff have been covering shifts in Hatley.
- Laura attended the reopening brainstorming meeting in Wausau on May 10th.
- Laura attended the branch coordinator meeting on May 21st.
- Chris and Stephanie covered open shifts in Rothschild and helped us relabel some of our books.
- Ben visited the library to move computers for reopening. He also updated the barcode scanners.
- We rearranged the seating area to be ready for reopening.
- The library phone line has been out of service on and off for the past few weeks. Frontier has been made aware of the situation and will hopefully be permanently repairing the break in the line soon.
- The automatic door opener is currently out of service. Village staff are aware and will repair it as soon as possible.

Facilities Updates

- The parking lot is currently being used by construction workers that are working on the new fire station across the street. Parking nearest the building is reserved for library patrons, but the parking lot and road are quite busy at this time.
- At the end of May, the village office will transition to summer hours – closing at 11am on Fridays rather than 4:30pm.

Spencer Monthly Report

Events and Programs

- In the month of May, a Grab N Go craft “Flowergram” for children was offered. A total of 26 crafts were handed out to children.
- In the month of May, a Grab N Go craft “Needlepoint Mandala” for adults was offered. A total of 20 crafts were handed out.

Circulation Statistics

- Spencer circulated 641 items in the month of May. This is an increase of 187.44%. Spencer has circulated 3,481 items in 2021. This is a decrease of 35.95%.

- In the month of May, Spencer had 29 curbside pickup appointments and had 116 people visit inside the library for browsing and computer use.

Library News

- Audrey had her monthly rounding with Laura Wood.
- Audrey and Lue continue to go over policy and procedure as we get closer to opening the doors for the public.
- Audrey and Lue held their monthly rounding.
- The Juvenile Holiday Core items came back to Spencer and are now shelved in their “Holiday” area.
- We continue to work on inventory and are currently doing the Adult CD’s.

Facilities Updates

- The windows of the library were washed by the Village of Spencer.

Stratford Monthly Report

Events and Programs

- We prepared, recorded, and edited a story time by MJ for our MCPL website and social media for May 4.
- We prepared and recorded a story time by MJ for our MCPL website and social media for June 22.
- 33 patrons stopped by the Stratford Branch in May to pick up the Flowergram Grab & Go craft kit for kids offered through MCPL.
- 16 patrons stopped by our branch in May to pick up the Needlepoint Mandala Grab & Go craft kit for adults offered through MCPL.
- We hosted our online book chat through Goodreads throughout May. Nine patrons checked out the book, *When Breath Becomes Air* by Paul Kalinithi, and one actively participated in discussion on our Stratford Branch Goodreads Book Club.
- We planned three Fiction in the Fresh Air book club gatherings to be held on the library’s green space for June/July/August for adult patrons.
- We planned three family Story Times for summer to be held on the green space outside the library for June/July/August.

Circulation Statistics

- We circulated 918 items in May. This is a 199.02% increase from last year. In 2021, we circulated 5,680 items. This is a 0.67% increase from last year.

- We provided 86 curbside pickup appointments in May.
- We provided 66 in-person appointments for 75 total patrons in May.

Library News

- We prepared our branch for reopening in June, displaying new signage, rearranging computer space, displaying Summer Library Program materials, etc.
- We completed inventory for the Children's Non-Fiction books.
- We sent in large type, children's non-fiction books, and adult CDs for cleaning and relabeling.
- We put together a Toes in the Sand/Book in my Hand book display for patrons.
- Darla adjusted her hours to work so MJ could sub in Hatley May 11.
- Darla and MJ attended the Second, Third, and Fourth Reopener Refreshers in May to review various library policies and procedures.

Facilities Updates

- The village public works inspected our fire extinguishers on May 10.
- Ben Deitz visited our branch on May 27 to get us ready to reopen in June, setting up two public computers and one public access catalog computer.
- Per instructions from library business manager, I closed out our Stratford Branch P.O. Box at Post Office. Mary S. established a way to have it delivered to our Village Hall. We will be able to pick it up there weekly, thus ensuring timely availability to our patrons.

GL787 LIB 21 CIP TRANS HSW Report Format 511

Period 5 ending May 31, 2021 Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2021 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	208,911.00					208,911.00	
Act 8402 LIBRARY-MARKETING EQUIPM	848.00					848.00	
Act 8444 LIBR-CUSTOMER SRV AREA	642,337.00	206,169.44		218,606.95	218,606.95	423,730.05	34.0

APR 777A LIBRARY CIP PROJECT	852,096.00	206,169.44		218,606.95	218,606.95	633,489.05	25.7

Or2 934 CIP PROJECTS	852,096.00	206,169.44		218,606.95	218,606.95	633,489.05	25.7

Sub 604 LIBRARY CIP PROJECTS	852,096.00	206,169.44		218,606.95	218,606.95	633,489.05	25.7

Report Final Totals	852,096.00	206,169.44		218,606.95	218,606.95	633,489.05	25.7
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