



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, October 17, 2022 at 12:00 noon  
Library Headquarters, Wausau Community Room.**

Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/694603141> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in: 694-603-141.**

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** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for concerned citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting [library-administration@mcpl.us](mailto:library-administration@mcpl.us))*
- 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 Valley Library Service**
- 7. ( 5 minutes) January 2023 Meeting Date Change – For Discussion and Possible Action**
- 8. (10 minutes) Fiscal Powers of the Library Board and the Library Director Policy Update – For Discussion and Possible Action**
- 9. (10 minutes) Automated Materials Handler Proposals Recommendation – For Discussion and Possible Action**
- 10.(10 minutes) Strategic Plan Discussion – For Discussion and Possible Action**
- 11.(10 minutes) System Contract Renewal Discussion – For Discussion and Possible Action**
- 12.(15 minutes) Trustee Essential 17 – For Discussion and Informational Purposes Only**
- 13. Announcements**
- 14. Request for Future Agenda Items**
- 15. Next Meeting Dates**
  - Monday 11/21/2022
  - Monday 12/19/2022

16. Adjourment

Signed:   
Library Director or Designee

\*All times are approximate and subject to change

\*Any person planning to attend this meeting who need special accommodations in order to participate should call the Library Administration Office at 715-261-7213 or e-mail [library-administration@mcpl.us](mailto:library-administration@mcpl.us) one business day before the meeting

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: October 10, 2022

EMAILED TIME: 10:30 a.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday September 19, 2022.

Present: Sharon Hunter, Jeff Campo, Gary Gisselman, Reid Rayome, Andrea Sheridan, Kari Sweeney (remote), Michelle VanKrey (remote), Leah Giordano

Absent:

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, Chris Holman, Marla Sepnafski, Jamie Matczak, Susie Hafemeister and 56 other visitors; Remote visitors: Lance Leonard, Sarah Severson, Mike Puerner, Anne Hamland, Brenda Walenton, Katie Zimmerman, Martha Van Pelt and three additional remote visitors

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

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY JEFF CAMPO TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE AUGUST 15, 2022 MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY REID RAYOME TO APPROVE THE BILLS & SERVICES REPORT FOR AUGUST, 2022. MOTION CARRIED.**

Public Comments – Shantese Tarpey, Dr. Robin Baker, Tanya Riehle, Joanne Leonard, Erin Crawford, Jesse Wellhoefer, Timothy Sondelski, and James Juedes – Members of the public voiced concerns about the content of some of the library’s books. Some speakers alleged that the content was pornographic in nature and/or alleged that it was a violation of Wisconsin statutes 948.10, 948.11 and 948.12 and the 2008 ruling by the United States Supreme Court on United States vs. Williams.

President – Director Leah Giordano is on target with goals.

Other Board Members – None

Director’s Report – Presented in the Board packet and by Director Leah Giordano.

- The Spencer branch recently hosted a presentation which attracted over 350 attendees. The presentation featured an air traffic controller in New York on September 11, 2001.
- Staff Development day was September 16<sup>th</sup> and gave staff a chance to learn more about library security from Steve Albrecht, an expert in the field.

Board Committees – The MoU Task Force is finalizing edits on the documents and they will soon be available for review by the county and individual departments.

Friends of the Library –The next Friends of the Library meeting is Monday, September 26<sup>th</sup>. During the Wausau Artrageous Weekend event, the group purchased new art for the library to circulate.

MCPL Foundation – The Foundation met on November 8, 2022 and has filled one board position, but is still looking for additional members.

Wisconsin Valley Library Service – The Wisconsin Library Association convention is coming up November 1-4, 2022.

2023 Library Budget – Presented by Stephanie Martell, MCPL Business Specialist with additional comments by Lance Leonard, County Administrator

- The overall budget has increased due to the estimated wage increases as a result of the county compensation study. The library has decreased its operating budget by 2.3% to offset some of this.
- Internet and phone services that were not in use were disconnected.
- RFID equipment maintenance fees are temporarily reduced because the maintenance contract was not renewed in anticipation of the new AMH purchase. Money for potential repairs is still in the proposed budget.
- Budgeted V-CAT fees have increased because this line item was under budgeted in the past and the fees are increasing for the upcoming year.
- Processing fees have increased from the library's primary book vendor. Processes have moved in house to reduce expenses and staff will look into additional processes that can be done internally.
- Liability insurance expenses have greatly increased and therefore the amount passed on from the county has increased.
- Increased utility costs have increased individual branch expenses.
- The county's last fall compensation study was in 2014. All county departments are effected by the expected wage increases and budget constraints. The county-wide impact is expected to be 8%, approximately \$3 million.
- During the 2022 budget process the County Administrator proposed aiming for \$300,000 in the library's reserve funds. Current estimates predict that the library will end the year with about \$430,000 in its reserve fund with an additional \$289,000 in rollover funds. The County Administrator is working on how to get this to the desired \$300,000 reserve fund balance.
- In 2023 additional planning will solidify how the reserve funds will be needed in upcoming years including for technology and third floor renovations to the library.
- By looking at the capital improvements prioritized by the library board, the county can plan for needed resources.

**A MOTION WAS MADE BY ANDREA SHERIDAN SECONDED BY REID RAYOME TO APPROVE THE BUDGET AS PRESENTED. MOTION CARRIED.**

WVLS Expectations Quarterly Update – Presented by WVLS Director Marla Sepnafski and Jamie Matczak, WVLS continuing education consultant

- In an effort to help with onboarding new trustees, WVLS created a video that describes the role of library systems in general and the work that WVLS does specifically.
- To initiate reviews of new ILS products, a committee was created in January that has since reviewed six vendors. After creating a scoring matrix the committee narrowed the selection down to three vendors (The Library Corporation's Carl, Koha supported by Bywater Solutions, and Innovative's Sierra) that will demonstrate their product in the coming months.
- As presented at the last update, 14,000 bibliographic records that did not have subject headings have been corrected. To ensure this doesn't happen again, WVLS is training new catalogers on this topic and doing monthly checks for records accuracy.
- With the help of a Federal grant, WVLS is collaborating with other systems on cataloging projects that help create complete and accurate records by working toward common practices and standards.
- To provide additional continuing education opportunities, WVLS is collaborating with other library systems. In 2021 they provided 61 hours of training and are on target to do the same in 2022. Three of these events are the Wild Wisconsin Web conference, Wisconsin Trustee Training and Tech Days' webinars.
- Due to decreased budgets at many libraries, WVLS training opportunities and scholarships have become even more important.
- To provide mentoring and networking opportunities, WVLS paired MCPL with Brown County Library and recently two MCPL staff members went to Brown County to tour the facilities and meet with staff.
- Additional services provided by WVLS include Staff Development Day planning, Digital Bytes and a newsletter with training opportunities.

Library Trustee Essentials: Chapters 16 – Discussion led by Reid Rayome

- Essential #16- Ethics and Conflict of Interest Laws Applying to Trustees- The code of ethics and conflict of interest laws apply to library trustees to ensure that they do not personally benefit financially from any actions of the Board. To prevent even the appearance of unethical behavior, members should notify the Board in advance that there is a conflict of interest with an agenda item and they should leave the meeting while that item is discussed, making sure that the minutes reflect that they left. Trustees may not accept any items or services in exchange for voting in a particular way or for showing favoritism. It is a felony for a trustee with a financial interest to participate in making a contract in their official capacity in excess of \$15,000. Trustees have a duty to uphold the public image of the Library Board.

Announcements - none

Request for Future Agenda Items – The MoU Task Force may be ready for approval at the next meeting.

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY JEFF CAMPO TO ADJOURN THE MEETING AT 1:03 P.M. MOTION CARRIED.**

A handwritten signature in black ink, appearing to read "Andrea Sheridan", written over a horizontal line.

Library Director or Designee

Note: These minutes subject t to approval at the next Library Board meeting scheduled for October 17, 2022.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday August 15, 2022.

Present: Sharon Hunter, Gary Gisselman, Reid Rayome, Andrea Sheridan, Kari Sweeney, Michelle VanKrey, Leah Giordano

Absent: Jeff Campo (excused)

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, Stephanie Martell, David Hahn, remote visitors: Anne Hamland, Jamie Matczak, Marla Sepnafski, Martha VanPelt and two additional remote visitors

The meeting was called to order at 12:01 p.m. by Sharon Hunter.  
Sharon Hunter welcomed visitors to the meeting.

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY KARI SWEENEY TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE JULY 18, 2022 MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY MICHELLE VANKREY SECONDED BY GARY GISSELMAN TO APPROVE THE BILLS & SERVICES REPORT FOR JULY, 2022. MOTION CARRIED.**

Public Comments – None

President – None

Other Board Members – None

Director's Report – Presented in the Board packet and by Director Leah Giordano.

- New office chairs were distributed to staff members in August.
- MCPL staff member, Mary Stachowiak passed away August 13, 2022. She was a 33 year veteran of the library and will be greatly missed by everyone.
- Staff met with a representative of the Mosinee Historical Society to determine ownership of items at the Mosinee branch. These items will be labeled to ensure that there is not a loss of historically significant items in the future.

Board Committees -The MoU Task Force has begun work on the new documents and anticipates meeting before the September Board meeting.

Friends of the Library – The Friends of the Library quarterly sale was August 3-6, 2022 and raised about \$3800.

MCPL Foundation – The next Foundation meeting will be September 8, 2022. Flyers have been created to advertise the need for new Foundation Board members. If approved by the Foundation they will be posted at MCPL locations.

Wisconsin Valley Library Service – WVLS staff shared 2023 plans with the WVLS Board at their August 13, 2022 meeting. Trustee training will take place August 22-26, 2022 and will feature virtual classes at 12pm each day and will be taped for future viewing.

COVID-19 Update – There are no new recommendations at this time. The library will begin indoor public programming in September.

Exhibits, Displays, Brochure Racks and Bulletin Boards Policy – Three previous policies were combined into one policy and updated to match the current needs of the library.

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY MICHELLE VANKREY TO APPROVE THE REVISED POLICY. MOTION CARRIED.**

Purchase Approval – Automated Materials Handling System (AMH) – Alexander Johnson, Support Service Manager and Stephanie Martell, Business Specialist are composing a Request for Proposal (RFP) for a new AMH (also known as a sorter). This purchase will be made from the Library's Positive Fund Balance. The Board discussed moving forward with the RFP and then reviewing the Director's purchase recommendation at a future meeting.

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY KARI SWEENEY TO MOVE FORWARD WITH ISSUING THE RFP FOR A NEW AMH. MOTION CARRIED.**

WVLS Resource Library Agreement This agreement will be in place for 2023 and will not impact the Board's upcoming vote determining whether MCPL will stay with the current library system.

**A MOTION WAS MADE BY MICHELLE VANKREY; SECONDED BY REID RAYOME TO ACCEPT THE AGREEMENT. MOTION CARRIED.**

Library Trustee Essentials: Chapters 14 & 15 – Discussion led by Sharon Hunter

- Essential #14 – The Library Board and the Open Meetings Law – The law requires the posting of meeting agendas and recording of minutes. Closed sessions may occur for a limited number of reasons including personnel-related issues. When in closed session no minutes are taken and motions only occur when back in open session.
- Essential #15 – The Library Board and the Public Records Law – Wisconsin public libraries are subject to the open records law and therefore required to provide records to requestors. This does not include patron records as these are confidential records. Libraries should follow a record retention schedule adopted by their Board.

Library Service Highlight: Information Technology – Alexander Johnson, Support Service Manager

- There are three key entities to MCPL's information technology:
  - CCITC is in charge of items used throughout the county including email, phones, security cameras and internet connections.
  - WVLS coordinates the items used through the library system including the integrated library system (Sierra) and the public access catalog (Aspen).
  - MCPL's IT staff takes care of all MCPL specific items including website management, physical devices, internet access in the building and software.
- Current IT projects
  - Landscape mapping – This will determine what technology is in place, how it works and what is needed for the future.
  - ASAs – The network device upgrade and organization project is creating service security, protecting physical devices and simplifying remote repair.
  - Automated Materials Handler – The current sorter is unreliable and use has gone past the expected use date. Therefore work is being done to purchase a new machine.
  - Server upgrade – The current server is very out of date and is causing issues in multiple areas. IT is working with vendors to upgrade the system.

Announcements None

Request for Future Agenda Items – The possible addition of a monthly budget agenda item was discussed.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO ADJOURN THE MEETING AT 12:48 P.M. MOTION CARRIED.**



Library Director or Designee

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066592141	INTERNET SERVICE	
	TIME WARNER CABLE	531.89
	<b>INTERNET SERVICE</b>	<b>531.89</b>
101 000000000066592164	CONTRACT SERV-DEBT COLLECTIONS	
	UNIQUE MANAGEMENT SERVICES	69.90
	<b>CONTRACT SERV-DEBT COLLECTIONS</b>	<b>69.90</b>
101 000000000066592250	TELEPHONE	
	FRONTIER	497.09
	CHARTER COMMUNICATIONS	87.06
	<b>TELEPHONE</b>	<b>584.15</b>
101 000000000066592561	LIBRARY FEES-REIMBURSE TO CNTY	
	MARSHFIELD PUBLIC LIBRARY	857.85
	<b>LIBRARY FEES-REIMBURSE TO CNTY</b>	<b>857.85</b>
101 000000000066592957	COUNTY E-MAIL SERVICE	
	CITY/COUNTY INFORMATION TECH	4,092.48
	<b>COUNTY E-MAIL SERVICE</b>	<b>4,092.48</b>
101 000000000066592958	COUNTY NETWORK SUPPORT	
	CITY/COUNTY INFORMATION TECH	1,670.00
	<b>COUNTY NETWORK SUPPORT</b>	<b>1,670.00</b>
101 000000000066592990	SUNDRY CONTRACTUAL SERVICES	
	SYSTEMS TECHNOLOGIES	600.00
	RHINELANDER DISTRICT LIBRARY	20.04
	MERRILL CITY TREASURER	0.00
	LOYAL PUBLIC LIBRARY	37.99
	<b>SUNDRY CONTRACTUAL SERVICES</b>	<b>658.03</b>
101 000000000066592998	SUNDRY CONTR SERV-JACKETS LIBR	
	BAKER & TAYLOR COMPANY	2,145.18
	<b>SUNDRY CONTR SERV-JACKETS LIBR</b>	<b>2,145.18</b>
101 000000000066592999	SUNDRY CONTR SERV-PROC AV LIBR	
	BAKER & TAYLOR COMPANY	295.30
	<b>SUNDRY CONTR SERV-PROC AV LIBR</b>	<b>295.30</b>
101 000000000066593125	PAPER COPIER	
	WI VALLEY LIBRARY SERVICES	1,580.00
	<b>PAPER COPIER</b>	<b>1,580.00</b>

Bills for Approval

Period 9

Org: 665 LIBRARY

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066593130	PRINTING/DUPLICATION	
	ROTOGRAPHIC PRINTING INC	143.00
	MARCO	455.84
	<b>PRINTING/DUPLICATION</b>	<b>598.84</b>
101 000000000066593161	BOOKS LIBRARY	
	BAKER & TAYLOR COMPANY	19,674.78
	LEGAL DIRECTORIES PUBLISHING	49.75
	GREY HOUSE PUBLISHING INC	295.70
	INFO USA MARKETING INC	427.40
	OVERDRIVE INC	2,283.11
	AMAZON CAPITAL SERVICES	2,009.74
	<b>BOOKS LIBRARY</b>	<b>24,740.48</b>
101 000000000066593168	AUDIO-VISUAL MATERIALS	
	BAKER & TAYLOR COMPANY	2,125.06
	BLACKSTONE AUDIOBOOKS	79.98
	FINDAWAY WORLD	904.95
	AMAZON CAPITAL SERVICES	1,053.21
	MIDWEST TAPE LLC	332.12
	<b>AUDIO-VISUAL MATERIALS</b>	<b>4,495.32</b>
101 000000000066593220	SUBSCRIPTIONS NEWSPAPER/PERDCL	
	GANNETT WISCONSIN MEDIA-SUBSCR	39.56
	<b>SUBSCRIPTIONS NEWSPAPER/PERDCL</b>	<b>39.56</b>
101 000000000066593250	REGISTRATION FEES/TUITION	
	WISCONSIN LIBRARY ASSOCIATION	255.00
	<b>REGISTRATION FEES/TUITION</b>	<b>255.00</b>
101 000000000066593390	MEETING EXPENSES	
	WI VALLEY LIBRARY SERVICES	1,762.03
	<b>MEETING EXPENSES</b>	<b>1,762.03</b>
101 000000000066593497	LIBRARY OPERATING SUPPLIES	
	DEMCO INC	557.83
	STAPLES ADVANTAGE	145.09
	PAKOR	269.95
	AMAZON CAPITAL SERVICES	564.15
	<b>LIBRARY OPERATING SUPPLIES</b>	<b>1,537.02</b>

**Org: 665 LIBRARY**

	<u>Vendor Name</u>	<u>Amount</u>
101 000000000066595320	BUILDING/OFFICES RENT	
	EDGAR, VILLAGE	1,978.04
	MOSINEE WATER/SEWER	136.26
	WI PUBLIC SERVICE CO	441.12
	VILLAGE OF MARATHON CITY	391.96
	<b>BUILDING/OFFICES RENT</b>	<b>2,947.38</b>
	<b>LIBRARY 665 TOTAL:</b>	<b>48,860.41</b>

Bills for Approval

Period 9

Org: 667 LIBRARY GIFTS

<u>Vendor Name</u>	<u>Amount</u>
252 000000000066793161 BOOKS LIBRARY	
BAKER & TAYLOR COMPANY	495.72
STAPLES ADVANTAGE	25.57
APPS, JERRY W	300.00
TANK MATES LLC	710.00
BUTLER, NICKOLAS	1,150.00
AMAZON CAPITAL SERVICES	926.07
TUCKER, CHRISTOPHER	800.00
MELINDA MYERS LLC	805.00
CHIAVERINI, JENNIFER	1,500.00
LEM, ELLYN	250.00
HESSELBERG, GEORGE	350.00
KAMINSKI, THERESA	200.00
TONATIUH SMITH, DUNCAN	200.00
LEE,MAI	2,000.00
SWINARSKI, CLAIRE	550.00
QUAN BARRY, AMY	650.00
CLANCY, CHRISTINA	550.00
<b>BOOKS LIBRARY</b>	<b>11,462.36</b>
LIBRARY GIFTS 667 TOTAL:	11,462.36
Report Total:	<u>60,322.77</u>

GL787 LIB 22-OBL vs BUDGET SM2 Report Format 511

Period 9 ending September 30, 2022 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2022 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	471,020.00	33,974.40		284,070.00	284,070.00	186,950.00	60.3
Act 1210 WAGES-PERMANENT-REGULAR	820,513.00	57,288.56		580,536.08	580,536.08	239,976.92	70.8
Act 1211 WAGES-PERMANENT-REGULAR	692,464.00	44,705.77		417,030.18	417,030.18	275,433.82	60.2
Act 1250 WAGES-TEMPORARY-REGULAR	24,794.00					24,794.00	
Act 1510 SOCIAL SECURITY EMPLOYER	153,733.00	9,997.82		92,098.60	92,098.60	61,634.40	59.9
Act 1520 RETIREMENT EMPLOYERS SHA	118,717.00	8,236.31		77,002.28	77,002.28	41,714.72	64.9
Act 1540 HOSPITAL/HEALTH INSURANC	509,629.00	35,237.84		332,859.50	332,859.50	176,769.50	65.3
Act 1541 DENTAL INSURANCE	10,558.00	830.46		7,619.29	7,619.29	2,938.71	72.2
Act 1543 INCOME CONTINUATION INSU	7,661.00					7,661.00	
Act 1544 HLTH INS-CONVERSION, RET				29,602.71	29,602.71	29,602.71-	
Act 1545 POST EMPLOYEE HEALTH PLA	31,122.00	1,680.00		16,785.00	16,785.00	14,337.00	53.9
Act 1550 LIFE INSURANCE	1,023.00	33.52		283.34	283.34	739.66	27.7
Act 1560 WORKERS COMPENSATION PAY	1,231.00	101.89		528.62	528.62	702.38	42.9
Act 1580 UNEMPLOYMENT COMPENSATIO	2,007.00	135.71		1,286.91	1,286.91	720.09	64.1
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APR 711A LIBRARY LVL 1-PERS SERVICE	2,844,472.00	192,222.28		1,839,702.51	1,839,702.51	1,004,769.49	64.7
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	531.89		12,212.41	12,212.41	13,287.59	47.9
Act 2164 CONTRACT SERV-DEBT COLLE	1,000.00	69.90		567.70	567.70	432.30	56.8
Act 2190 OTHER PROFESSIONAL SERVI	6,500.00			6,500.00	6,500.00		****
Act 2250 TELEPHONE	8,500.00	584.15		5,988.06	5,988.06	2,511.94	70.5
Act 2433 MAINTENANCE CONTRACTS	11,000.00			6,639.00	6,639.00	4,361.00	60.4
Act 2561 LIBRARY FEES-REIMBURSE T	9,000.00	857.85		3,882.90	3,882.90	5,117.10	43.1
Act 2954 RFID EQUIP MAINT FEES	36,000.00					36,000.00	
Act 2955 V-CAT FEES LIBR	76,500.00			77,582.48	77,582.48	1,082.48-	****
Act 2957 COUNTY E-MAIL SERVICE	8,500.00	4,092.48		4,092.48	4,092.48	4,407.52	48.2
Act 2958 COUNTY NETWORK SUPPORT	4,000.00	1,670.00		1,670.00	1,670.00	2,330.00	41.8
Act 2959 TIMING SOFTWARE MAINT-LI	1,800.00					1,800.00	
Act 2990 SUNDRY CONTRACTUAL SERVI	9,000.00	658.03		4,548.23	4,548.23	4,451.77	50.5
Act 2995 COMPUTER MAINT. CONTRACT	8,000.00			612.50	612.50	7,387.50	7.7
Act 2998 SUNDRY CONTR SERV-JACKET	22,000.00	2,145.18		19,603.09	19,603.09	2,396.91	89.1
Act 2999 SUNDRY CONTR SERV-PROC A	8,000.00	295.30		3,749.12	3,749.12	4,250.88	46.9
Cat 930 SUPPLIES & EXPENSE							
Act 3110 POSTAGE/BOX RENT	3,650.00			1,261.92	1,261.92	2,388.08	34.6
Act 3125 PAPER COPIER	2,000.00	1,580.00		1,580.00	1,580.00	420.00	79.0
Act 3126 PAPER - RECEIPTS	800.00					800.00	

GL787

LIB 22-OBL vs BUDGET SM2

Report Format 511

Period 9 ending September 30, 2022

Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2022 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			3,459.00	3,459.00	7,041.00	32.9
Act 3130 PRINTING/DUPLICATION	8,000.00	598.84		8,820.76	8,820.76	820.76	****
Act 3161 BOOKS LIBRARY	279,272.00	24,740.48		165,350.59	165,350.59	113,921.41	59.2
Act 3168 AUDIO-VISUAL MATERIALS	70,362.00	4,495.32		41,216.99	41,216.99	29,145.01	58.6
Act 3190 OFFICE SUPPLIES				3.16	3.16	3.16	-
Act 3220 SUBSCRIPTIONS NEWSPAPER/	18,000.00	39.56		4,720.98	4,720.98	13,279.02	26.2
Act 3221 SUBSCRIPTIONS-ELECTRONIC	25,037.00			25,839.88	25,839.88	802.88	****
Act 3250 REGISTRATION FEES/TUITIO	4,000.00	255.00		4,099.00	4,099.00	99.00	****
Act 3260 ADVERTISING	9,832.00			6,732.00	6,732.00	3,100.00	68.5
Act 3321 PERSONAL AUTO MILEAGE	3,000.00	156.32		1,045.46	1,045.46	1,954.54	34.9
Act 3350 MEALS	400.00					400.00	
Act 3360 LODGING	400.00					400.00	
Act 3390 MEETING EXPENSES	8,335.00	1,762.03		8,537.39	8,537.39	202.39	****
Act 3497 LIBRARY OPERATING SUPPLI	28,000.00	1,537.02		18,713.75	18,713.75	9,286.25	66.8
Cat 950 FIXED CHARGES							
Act 5190 OTHER INSURANCE	32,500.00			36,532.00	36,532.00	4,032.00	****
Act 5320 BUILDING/OFFICES RENT	55,000.00	2,947.38		30,883.95	30,883.95	24,116.05	56.2
-----							
APR 711B LIBRARY LVL 1-OPERATING	795,688.00	49,016.73		506,444.80	506,444.80	289,243.20	63.7
-----							
Or2 665 LIBRARY	3,640,160.00	241,239.01		2,346,147.31	2,346,147.31	1,294,012.69	64.5

GL787 LIB 22-OBL vs BUDGET SM2 Report Format 511

Period 9 ending September 30, 2022 Transaction status 1

Sub 101 GENERAL FUND Agy 0870 LIBRARY

Description	2022 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	23,153.00		****
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		41,879.44	41,879.44	273.56	99.4
-----							
Or2 666 WVLS CONTRACTUAL SERVICE-LI		42,153.00		41,879.44	41,879.44	273.56	99.4
-----							
Agy 0870 LIBRARY	3,682,313.00	241,239.01		2,388,026.75	2,388,026.75	1,294,286.25	64.9
-----							
Sub 101 GENERAL FUND	3,682,313.00	241,239.01		2,388,026.75	2,388,026.75	1,294,286.25	64.9

GL787

LIB 22-OBL vs BUDGET SM2

Report Format 511

Period 9 ending September 30, 2022

Transaction status 1

Sub 252 LIBRARY GIFTS

Agy 0870 LIBRARY

Description	2022 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	129,277.00	11,462.36		30,331.89	30,331.89	98,945.11	23.5
-----							
Or2 667 LIBRARY GIFTS	129,277.00	11,462.36		30,331.89	30,331.89	98,945.11	23.5
-----							
Agy 0870 LIBRARY	129,277.00	11,462.36		30,331.89	30,331.89	98,945.11	23.5
-----							
Sub 252 LIBRARY GIFTS	129,277.00	11,462.36		30,331.89	30,331.89	98,945.11	23.5
-----							
Report Final Totals	3,811,590.00	252,701.37		2,418,358.64	2,418,358.64	1,393,231.36	63.5
=====							

GL787 LIB 22 MAINT OBL VS BUDGET SM2 Report Format 511

Period 9 ending September 30, 2022 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					420.00	
Act 2210 WATER/SEWER	40,000.00			10,064.36	10,064.36	29,935.64	25.2
Act 2220 ELECTRIC	37,000.00	3,930.28		26,457.48	26,457.48	10,542.52	71.5
Act 2240 NATURAL/PROPANE GAS	10,000.00	1,079.12		13,381.98	13,381.98	3,381.98	****
Act 2460 BUILDING SERVICE EQUIP R	3,000.00					3,000.00	
Act 2470 BUILDING REPAIRS	1,000.00			4,157.96	4,157.96	3,157.96	****
Act 2930 FIRE PROTECTION	300.00			356.03	356.03	56.03	****
Act 2970 REFUSE COLLECTION	7,300.00	233.25		4,818.90	4,818.90	2,481.10	66.0
Act 2990 SUNDRY CONTRACTUAL SERVI	2,600.00	8.14		1,828.85	1,828.85	771.15	70.3
Cat 930 SUPPLIES & EXPENSE							
Act 3440 HOUSEHOLD/JANITORIAL SUP	7,000.00					7,000.00	
Act 3460 CLOTHING/UNIFORM	500.00					500.00	
Act 3550 PLUMBING/ELECTRICAL SUPP	500.00	154.95		222.06	222.06	277.94	44.4
Cat 940 BUILDING MATERIALS							
Act 4250 SMALL HARDWARE/WIRE/NAIL	100.00					100.00	
APR 561F MAINT LIBR LVL 1-OPERATIN	109,720.00	5,405.74		61,287.62	61,287.62	48,432.38	55.9
Or2 206 LIBRARY - BLDG MAINTENANCE	109,720.00	5,405.74		61,287.62	61,287.62	48,432.38	55.9
Agy 0590 OTHER GENERAL GOVERNMENT	109,720.00	5,405.74		61,287.62	61,287.62	48,432.38	55.9
Sub 101 GENERAL FUND	109,720.00	5,405.74		61,287.62	61,287.62	48,432.38	55.9
Report Final Totals	109,720.00	5,405.74		61,287.62	61,287.62	48,432.38	55.9

## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of September 2022

Branch	2021 CURRENT MONTH	2022 CURRENT MONTH	% CHANGE	2021 YEAR-to-DATE	2022 YEAR-to-DATE	% CHANGE
ATHENS	1,428	1,469	2.87%	8,119	11,920	46.82%
EDGAR	1,393	1,485	6.60%	11,349	14,591	28.57%
HATLEY	1,739	2,021	16.22%	12,746	15,857	24.41%
MARATHON	1,959	2,291	16.95%	18,842	24,714	31.16%
MOSINEE	2,281	2,583	13.24%	18,564	22,036	18.70%
ROTHSCHILD	6,933	7,578	9.30%	57,986	71,712	23.67%
SPENCER	712	1,208	69.66%	6,663	10,370	55.64%
STRATFORD	1,751	1,723	-1.60%	13,432	17,348	29.15%
WAUSAU	25,112	28,098	11.89%	165,309	262,615	58.86%
WAUSAU DRIVE UP	1,871	1,832	-2.08%	8,463	16,933	100.08%
HOMEBOUND	992	881	-11.19%	8,535	8,117	-4.90%
ILL	150	214	42.67%	1,449	1,632	12.63%
OVERDRIVE	12,677	13,632	7.53%	119,779	125,939	5.14%
<b>GRAND TOTAL</b>	<b>58,998</b>	<b>65,015</b>	<b>10.20%</b>	<b>451,236</b>	<b>603,784</b>	<b>33.81%</b>

\*\*MCPL reopened their doors on Tuesday, June 1, 2021

## ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

September 2022

	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	29	0	0	0	0	383	0	412	11,920	3.46%
EDGAR	0	0	0	0	0	64	0	64	14,591	0.44%
HATLEY	0	0	0	0	0	0	0	0	15,857	0.00%
MARATHON	0	0	82	0	0	24	0	106	24,714	0.43%
MOSINEE	0	0	0	71	0	26	0	97	22,036	0.44%
ROTHSCHILD	13	0	20	57	0	1	0	91	71,712	0.13%
SPENCER	714	0	0	0	0	9	11	734	10,370	7.08%
STRATFORD	0	0	0	0	0	1	0	1	17,348	0.01%
WAUSAU	181	0	2,159	898	0	111	158	3,507	262,615	1.34%
WAUSAU DRIVE UP	7	0	133	2	0	1	0	143	16,933	0.84%
MISC*									135,688	
TOTAL MCPL	944	0	2,394	1,028	0	620	169	5,155	603,784	0.85%
% of CIRC										
by COUNTY	0.16%	0.00%	0.40%	0.17%	0.00%	0.10%	0.03%			

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

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of September 2022

	2021 CURRENT MONTH	2022 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	64,725	66,370	2.54%
RESIDENT CHILD	8,317	8,204	-1.36%
HOMEBOUND	162	174	7.41%
STAFF	62	66	6.45%
TEMPORARY	462	461	-0.22%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>73,728</b>	<b>75,275</b>	<b>2.10%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	2,923	2,993	2.39%
CHILD	213	227	6.57%
TEMPORARY	24	25	4.17%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWER</b>	<b>3,160</b>	<b>3,245</b>	<b>2.69%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	402	402	0.00%
<b>GRAND TOTAL</b>	<b>77,290</b>	<b>78,922</b>	<b>2.11%</b>



# Marathon County Public Library

## Director Report

### October 2022

#### WVLS Mobile Hotspots Request

MCPL has expressed interest in a pilot of a mobile hotspot lending program currently in development by WVLS. We have reserved 18 of the devices - 2 for each location. The goal of the program is to determine whether lending these devices can viably provide more of our patrons with internet access when they are not at the library.

WVLS has provided this context about the program:

Requesting hotspots does not obligate the library to follow through with participation but will secure at least the number of devices requested for the library. After the initial round of cataloging and deployment we will attempt to reach out to remaining libraries to expressly confirm non-participation intent before assigning those devices to participating libraries.

More information will be provided regarding lending requirements, statistical information gathered for federal reporting, policy templates which can be used to meet federal requirements for "declaration of need," and cost-to-continue information when grant funding is complete.

Once the initial round of deployments are completed and libraries have all of the necessary information, they will be able to choose to move forward with lending or withdraw from participation. Libraries that begin lending but then choose to withdraw for any reason may do so at any time and return the devices to WVLS for redistribution to other libraries.

There is no cost to the libraries for this program through 2022, and no cost-obligation for libraries after that date.

#### MCPL Staff Visit to Brown County Library

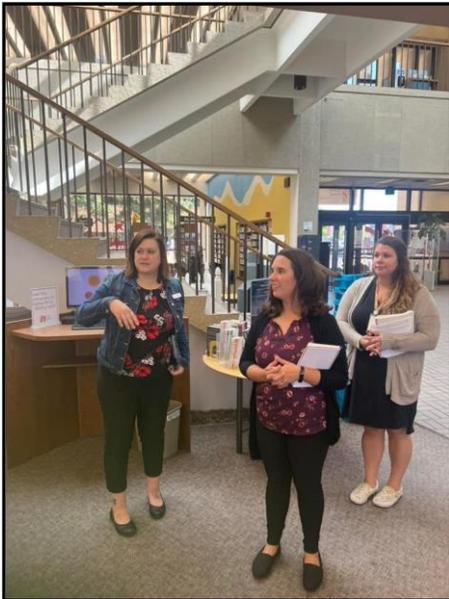
Staff from the Marathon County Public Library (MCPL) took a short field trip late last month to the Brown County Library (BCL) in Green Bay. MCPL staff received a tour, met with BCL staff, and exchanged ideas about library roles.

BCL, a member of the Nicolet Federated Library System, is similar to MCPL in that it's also a consolidated county library system with a central location and eight branches. Likewise, BCL is the resource library for its public library system.

MCPL's Youth Services Librarian Taylor Weinfurter and Branch Services Lead and Rothschild Branch Coordinator Laura Wood met with BCL's Deputy Director Emily Rogers and Youth Services Manager Katie Guzek at the Brown County Central Library in Green Bay. The visit was facilitated by WVLS.

After a tour of the library, both groups sat down for one-on-one conversations. Each person was asked to think about responses to questions ahead of the visit, such as:

- What is an upcoming project or service you are working on?
- Besides not having enough time, what is the most challenging aspect of your job?
- What is the most rewarding part of your job?
- What tools do you use or have discovered to make your work more efficient?



After the one-on-one conversations, everyone gathered as a group for lunch.

On the drive back to Wausau, Laura and Taylor stopped for a tour at the Weyers- Hilliard Branch in Howard. Staff from both libraries felt the day was worthwhile.

"After a time of isolation and when the whole world seems so stressed out, it was incredibly valuable for us to meet and share our challenges, our projects, and our ideas. It was great to share meal together, too," said Emily Rogers.

Laura Wood added, "Thank you so much to WVLS for organizing this trip, and to the Brown County Library staff for its warm hospitality. I had a wonderful time touring the buildings and talking with staff. I especially loved seeing their special cake pan collection and hearing about their weekly community resource table where people from community organizations spend an afternoon at the library sharing resources with the community! Visiting another library system helped me feel enthusiastic about new ideas, as well as supported by other library professionals encountering the same challenges."

*Photo Left to Right: Emily Rogers, Laura Wood and Taylor Weinfurter.*

## Staff Development Day Summary

Over 40 Marathon County Public Library employees participated in the organization's annual Staff Development Day on Friday, September 16.

MCPL locations were closed to the public so that employees could attend the event, which consisted of a morning presentation on safety and security, followed by role playing and

meditation in the afternoon.



After a welcome introduction from MCPL Director Leah Giordano, employees were given a presentation called “The Challenging Patron Workshop: Library Security, Safety, and Service at the Moments of Truth.” Presenter Dr. Steve Albrecht is one of the nation’s leading experts on library safety and security and has trained thousands of library employees on the do’s and don’ts when addressing challenging or threatening patrons who may want to disrupt the library.

Following a catered lunch, Dr. Albrecht led employees into a deeper dive of role playing scenarios. Groups had to discuss how they would handle a difficult or potentially dangerous customer, and then act out the scenario in front of the larger group.

Certified yoga and meditation instruction Mandy Wright rounded out the day by leading the staff in breathing and meditative exercises.

MCPL Circulation Services Lead/Library Specialist Kitty Roesler said the day was fun and worthwhile. “WVLS did a great job coordinating a full day workshop with Dr. Steve Albrecht, who shared extensive information with us. I thought the role-playing exercises were very helpful with problem solving challenging situations,” she said.

## Library Services

The month of September was full of service to our community—including our animal friends! Patriot K-9s of Wisconsin brought their newest service dog class to our Wausau location on September 13. We were pleased to offer the library as a brief training space for these dogs who will go on to serve veterans in our community. Other highlights of the month include the start of LENA and Pokémon Club, a new mural in the Early Literacy Center, creative grab and go activities for all ages across all MCPL locations, and more. The sixth annual Central Wisconsin Book Festival was held this month after a year of hard work on the part of MCPL staff and the book festival committee. The festival boasted 25 events across 5 days at different locations throughout Central Wisconsin, including our Wausau library. Our Staff Development Day was also held this month. MCPL staff across all branches gathered in Wausau for a learning

opportunity that reaffirmed our dedication to serving our community. Finally, September was Library Card Sign-up Month, an annual American Library Association celebration. MCPL participated by organizing story times led by members of our Marathon County community, including Wausau police officers and the Wausau mayor, and by giving away free books to children who signed up for a library card in September.

## Branches

Grab and Go craft kits continue to be popular at all locations. In September, we handed out numerous nature weaving craft kits for kids and pocket bear craft kits for adults. Many patrons signed up for new library cards this month, and we were able to give child patrons free books in honor of National Library Card Sign-Up Month. Story time has restarted indoors at all locations, and school visits have started up again. We are all very excited to welcome new and returning faces to these programs.

Creative book displays were featured at all locations including ones spotlighting books about September 11th, Queen Elizabeth, libraries, fall reads, and the Central Wisconsin Book Festival.

In Stratford, the Youth Volunteer Team helped us decorate our library in a Frankenstein/Spooky Slime Lab theme. Five volunteers painted coffee cans to look like Frankenstein, made fake slime



out of lime green paper, decorated windows with the fake slime, and created a Spooky Slime Lab entryway to promote our upcoming Frankenslime Program on Oct. 18. They did a great job and had a wonderful time!

Many branch staff members attended Staff Development Day to hear Dr. Steve Albrecht present a program called The Challenging Patron Workshop: Library Security, Safety, and Service at the Moments of Truth and to do some team building activities. This day is always greatly appreciated.

Branch staff also attended training with Children's Librarian Taylor focusing on early literacy promotion and story time skills.

Katelyn, Library Services Manager, visited Stratford and Rothschild to tour the branches and meet staff. Laura, the Rothschild Branch Coordinator, attended the Association for Rural and Small Libraries conference in Chattanooga, TN from September 14th – September 17th on a WVLS scholarship. She attended presentations focused on customer service, performance reviews, and programming in small and rural libraries.

*\*Thank you to Alexander, WVLS, Katelyn, and Laura for your updates and contributions.*

## Library Services Statistics & Activities

### News

- Library Services staff attended Staff Development Day on September 16
- Rose completed the mural in the ELC
- Julie presented on library research at the IDEA Middle School on September 5
- Adult Services staff gathered for a Reference Meeting on September 20
- Youth Services staff gathered for a meeting on September 28
- Taylor held Story Time trainings for MCPL staff throughout the month
- Kate and Tara attended WVLS Collection Development Meeting on September 29
- Jailin began training with Paula on MCPL's Homebound Program
- Ben met with the editorial board of the Marathon County newsletter on September 14
- Julie covered shifts at the Rothschild branch on September 13 and 27
- Chad and Elizabeth oversaw and facilitated various Central Wisconsin Book Festival Events
- Katelyn and Julie attended a WVLS meeting on September 1
- Katelyn met with Laura and Taylor on September 2 to discuss distributing fliers to branch libraries
- Katelyn met with Katie Zimmerman for a WVLS/W-Cat/Aspen orientation on September 6
- Kate, Katelyn, and the Friends purchased new artwork for the library at the Wausau Festival of the Arts on September 10
- Katelyn visited the Rothschild branch on September 12 and 28 to meet staff and measure for bookshelves
- Katelyn attended the Team Leads meeting on September 14
- Katelyn attended the Library Board meeting on September 19
- Katelyn attended the Reference Meeting on September 20 and the Youth Services meeting September 28
- Katelyn held monthly rounding for staff throughout September
- Katelyn attended the County Management Retreat on September 29 with Leah and Alexander
- The Reconsideration Committee met regularly throughout the month of September in accordance with library policy and procedure

### Appointments

- Notary: 21
- Tech Time: 2
- Proctoring: 0

### Weeding

- Wausau: Adult Playaways
- Marathon City: Juvenile and Young Adult audiobooks
- Rothschild: Juvenile graphic novels
- Spencer: Juvenile fiction and audiobooks

### Events and Programs

#### Youth Events

##### Story Times:

- Sep. 6: Story Time – 15

- Sep. 7: Play & Learn Story Time – 55
- Sep. 8: Story Time – 16
- Sep. 13: Story Time – 7
- Sep. 14: Play & Learn Story Time – 28
- Sep. 15: Story Time— 18
- Sep. 20: Story Time – 30
- Sep. 21: Play & Learn Story Time – 38
- Sep. 27: Story Time—15
- Sep. 28: Play & Learn Story Time—42
- Sep. 29: Story Time—16

Other Programs:

- Sep 1-30: Grab and Go Nature Weaving — 320
- Sep. 1-30: Readers are Writers—12
- Sep. 1: Meet the Mayor Story Time—35
- Sep. 13: Pokémon Club—36
- Sep. 15: LENA—5
- Sep. 22: Meet a Police Officer—38
- Sep. 22: LENA—6
- Sep. 24: Meet a Police Officer—42
- Sep. 29: LENA—4

**Number of September Youth Services programs: 20**

**Total attendance for September Youth Services programs: 778**

### Adults/All Ages Events

- All Month: Adult Grab and Go Craft: Pocket Bear – 100 kits distributed
- Sept. 1: Marathon County Historical Society History Chats: Last Log Drive – 9 virtual viewers
- Sept. 7: Romaine Calm & Garden On: Fall Primer (2 sessions) -
- Sept. 8: Marathon County Historical Society History Chats: Last Passenger Train – 18 virtual viewers
- Sept. 15: Marathon County Historical Society History Chats: Last Fur Auction – 16 virtual viewers, 1 in person
- Sept. 17: Marathon County Historical Society History Speaks: The Hidden Tragedy of Modern Myanmar – 11 in person, 6 virtual viewers
- Sept. 21: Romaine Calm & Garden On: Your UW Resources (2 sessions) –
- Sept. 21-25: Central Wisconsin Book Festival (29 events total w/a mix of in-person and virtual events, and some in-person events livestreamed virtually) – 509 people attended in person, 83 people viewed events virtually, total attendance 592 people
- Sept. 22: Marathon County Historical Society History Chats: Last Virgin White Pine – 14 virtual viewers
- Sept. 29: Marathon County Historical Society History Chats: Last Trolley Ride – 11 virtual viewers

**Number of September programs: 40**

**Total attendance/participation for September programs: 782**

## Media Summary

### Social Media Statistics:

- Facebook (MCPL): 4,704 likes/follows (+137)
- Twitter: 1,250 followers (+4)
- Pinterest: 971 followers (-1)
- Goodreads: 321 friends (+1); 1,417 reviews (+3)
- Instagram: 1,013 followers (+6)
- YouTube: 515 subscribers (+2)

### Hot Happenings in the River District (email newsletter)

- September 7- Grab & Go Craft for Adults: Pocket Bear
- September 14- Friends of MCPL Members-Only Sale
- September 21- Central Wisconsin Book Festival
- September 28- Grab & Go Craft for Adults: Soap in a Sweater

### WAOW Channel 9

- September 21- Area book lovers and authors come together for Central Wisconsin Book Festival (Library Specialist, Chad Dally)  
[https://www.waow.com/news/area-book-lovers-and-authors-come-together-for-central-wisconsin-book-festival/article\\_52cc55ac-3989-11ed-aef0-a3bb628b1c22.html](https://www.waow.com/news/area-book-lovers-and-authors-come-together-for-central-wisconsin-book-festival/article_52cc55ac-3989-11ed-aef0-a3bb628b1c22.html)
- September 23- Parents ask library to restrict LGBTQ+ books  
[https://www.waow.com/news/parents-ask-library-to-restrict-lgbtq-books/article\\_0c11d2e2-3b99-11ed-98f0-9be2211b9d18.html](https://www.waow.com/news/parents-ask-library-to-restrict-lgbtq-books/article_0c11d2e2-3b99-11ed-98f0-9be2211b9d18.html)

### WSAW Channel 7

- September 16- Marathon County Public Library gears up for Central Wisconsin Book Festival (Library Marketing Specialist, Dan Richter)  
<https://www.wsaw.com/2022/09/16/marathon-county-public-library-gears-up-central-wisconsin-book-festival>

### City Pages

- September 1- Big Guide- All Locations: Romaine Calm and Garden On Virtual Gardening Series, Grab & Go Craft for Adults-Pocket Bear, Grab & Go Craft for Kids-Nature Weaving, Tween Writing Group; Wausau: Wausau Poetry Walk, Play and Learn, Story Time with Mayor Katie Rosenberg. Family Story Time, Pokémon Club; Athens: Book-of-the-Month-Club-“Hippie,” Book Club-“Nine Perfect Strangers,” Family Story Time; Edgar: Book Club-“The One-Hundred Years of Lenni and Margot,” Stuffed Animal Sleepover, Family Story Time; Hatley: Book Club-“Population: 485,” Family Story Time; Marathon City: Book Club-“The Martian,” Outdoor Family Story Time; Mosinee: Book Club-“Becoming,” Calming Glitter Jars, Outdoor Family Story Time; Rothschild: Newberry Medal Book Club-“From the Mixed-Up Files of Mrs. Basil E. Frankweiler,” Book Club-“The Island of Sea Women,” Grab & Go Craft for Kids-Friendship Bracelets, Outdoor Family Story Time; Spencer: As the Page Turns Book Club-“Becoming,” Family Story Time; Stratford: Book Club-“The Color Purple,” Family Story Time
- September 8- Big Guide- All Locations: Romaine Calm and Garden On Virtual Gardening Series, Grab & Go Craft for Adults-Pocket Bear, History Chat-The Last Passenger Train Out of Wausau, History Chat-The Last Fur Auction in Hamburg, History Speaks-A Bright Future-The Hidden Tragedy of Modern Myanmar, History Chat-The Last White Pine is Cut, History Chats-The Last Trolley Ride; Grab & Go Craft for Kids-Nature Weaving, Tween Writing Group; Wausau: Wausau Poetry Walk, Play and Learn, Family Story Time, Pokémon Club; Athens: Book-of-the-Month-

- Club-“Hippie,” Book Club-“Nine Perfect Strangers,” Family Story Time; Edgar: Book Club-“The One-Hundred Years of Lenni and Margot,” Stuffed Animal Sleepover, Family Story Time; Hatley: Book Club-“Population: 485,” Family Story Time; Marathon City: Community Plant Swap, Book Club-“The Martian,” Outdoor Family Story Time; Mosinee: Book Club-“Becoming,” Calming Glitter Jars, Outdoor Family Story Time; Rothschild: Newberry Medal Book Club-“From the Mixed-Up Files of Mrs. Basil E. Frankweiler,” Book Club-“The Island of Sea Women,” Grab & Go Craft for Kids-Friendship Bracelets, Outdoor Family Story Time; Spencer: As the Page Turns Book Club-“Becoming,” Family Story Time; Stratford: Book Club-“The Color Purple,” Family Story Time
- September 15- Big Guide- All Locations: Romaine Calm and Garden On Virtual Gardening Series, Grab & Go Craft for Adults-Pocket Bear, CWBF-“More Than Words” with Jerry Apps; Wausau: Wausau Poetry Walk, Friends of MCPL Members-Only Book Sale, CWBF-“News of the Air” with Jill Stukenberg, CWBF-“Pahua and the Soul Stealer” with Lori M. Lee, CWBF-Gardening Author and Expert Melinda Myers, CWBF-Story Time with Author Jamie Swenson, CWBF-“Letters from Clara” with Jane Newman, CWBF-“Shoulder Season” with Christina Clancy, CWBF-Nickolas Butler and Quan Barry; Mosinee: Book Club-“Becoming,” Spencer: As the Page Turns Book Club-“Becoming,” Stratford: Book Club-“The Color Purple”
  - September 21- Marathon County residents are seeking the removal from the young adult section a book they say is pornographic  
<https://thecitypages.com/marathon-county-residents-are-seeking-the-removal-from-the-young-adult-section-a-book-they-say-is-pornographic>
  - September 22- Booking Controversy;  
 Highlights-Central Wisconsin Book Festival: CWBF-“Gardening Expert Melinda Myers,” CWBF-Quan Barry and Nickolas Butler, CWBF-Comics & Sci-Fi with John Jackson Miller, CWBF-Poetry Walk Live Reading, CWBF-Children’s Author Duncan Tonatiuh  
 Big Guide- All Locations: History Chats-The Last White Pine is Cut, History Chats-The Last Trolley Ride, Grab & Go Craft for Adults-Pocket Bear, Grab & Go Craft for Kids-Nature Weaving, Tween Writing Group; Wausau: CWBF-Wausau Poetry Walk, CWBF-“Pahua and the Soul Stealer” with Lori M. Lee, CWBF-Gardening Author & Expert Melinda Myers, CWBF-Story Time with Author Jamie Swenson, CWBF-“Letters from Clara” with Jane Newman, CWBF-“Shoulder Season” with Christina Clancy, CWBF-Nickolas Butler and Quan Barry, CWBF-Local Author Panel and Book Fair, CWBF-“Death Casts a Shadow” with Patricia Skulka, CWBF-“Life, Death and the Stories We Tell” with Ellen Lym and George Hesselberg, CWBF-Poetry Walk Live Reading, CWBF-Comics and Sci-Fi with John Jackson Miller, CWBF-All About Middle-Grade with Claire Swinarski, CWBF-Local Author Spotlight-B.A. McRae and Patrick Phair, CWBF-“Switchboard Soldiers” with Jennifer Chiaverini, CWBF- Children’s Author Duncan Tonatiuh, CWBF-“Dale Evans: Queen of the West” with Theresa Kaminski, CWBF-“Beyond Evacuation” with Najib Azad, CWBF-Writing Workshop with Author Jamie Swenson, CWBF-Researching and Writing Narrative Nonfiction with Theresa Kaminski, Play and Learn, Family Story Time, Meet a Police Officer Story Time!; Athens: Book-of-the-Month Club-“Hippie,” Apples Abound Story Time; Marathon City: Outdoor Family Story Time; Mosinee: Outdoor Family Story Time; Rothschild: Book Club-“The Island of Sea Women,” Grab & Go Craft for Kids-Friendship Bracelet; Spencer: Family Story Time
  - September 29- Big Guide- All Locations: History Chats-The Last Trolley Ride, Grab & Go Craft for Adults-Pocket Bear, Grab & Go Craft for Adults-Soap in a Sweater, Grab & Go Craft for Kids-Nature Weaving, Tween Writing Group, Grab & Go Craft for Kids-Geometric Paper Sculptures; Wausau: CWBF-Downtown Wausau Poetry Walk, Family Story Time, Play & Learn, Pokémon Club; Athens: Book-of-the-Month Club-“Hippie,” Book-of-the-Month Club-“The Kindred Spirits Supper Club,” Book Club-“Anxious People,” Family Story Time; Edgar: Book Club-“The Stranger in the Woods,” Family Story Time, Hatley: Book Club-“Apples Never Fall,” Family Story Time; Marathon City: Book Club-“Sharp Objects,” Family Story Time; Mosinee: Book Club-“The Other

Mrs.," Family Story Time; Rothschild: Newberry Medal Book Club-"Jacob I Have Loved," Grab & Go Craft for Kids-Friendship Bracelets, Grab & Go Craft for Kids-Fuzzy Finger Puppets, Family Story Time; Spencer: As the Page Turns Book Club-"The Four Winds," Family Story Time; Stratford: Pumpkin Sweater Craft, Book Club-"The Woman They Could Not Silence," Family Story Time

## Hub City Times

- September 7- Air traffic controller recalls 9/11 experience

## Mosinee Times

- September 8-MCPL Book Clubs: September 2022- Athens: Book-of-the-Month Club-"Hippie," "Nine Perfect Strangers;" Edgar: "The One-Hundred Years of Lenni and Margot;" Hatley: "Population: 485;" Marathon City: "The Martian;" Mosinee: "Becoming;" Rothschild: Newberry Medal Book Club-"From the Mixed-Up Files of Mrs. Basil E. Frankweiler," "The Island of Sea Women;" Spencer: As the Page Turns Book Club-"Becoming;" Stratford: "The Color Purple"
- September 22- MCPL Youth Events/Activities- All Locations: Tween Writing Group
- September 29- Marathon County Public Library October Story Time Dates- Wausau: Family Story Time, Play & Learn; Edgar: Family Story Time; Hatley: Family Story Time; Marathon City: Family Story Time, Mosinee: Family Story Time

## Record Review

- September 7- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Nature Weaving, CWBF-Children's Author Duncan Tonatiuh, History Chats-The Last Passenger Train Out of Wausau, History Chats-The Last Fur Auction in Hamburg, History Chats-The Last White Pine is Cut, History Chats-The Last Trolley Ride, CWBF-"More Than Words" with Jerry Apps; Athens: Book Club-"Nine Perfect Strangers," Family Story Time; Edgar: LENA Start, Book Club-"The One-Hundred Years of Lenni and Margot;" Marathon City: Book Club-"The Martian;" Stratford: Book Club-"The Color Purple," Family Story Time
- September 14- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Nature Weaving, CWBF-Children's Author Duncan Tonatiuh, History Chats-The Last Fur Auction in Hamburg, History Chats-The Last White Pine is Cut, History Chats-The Last Trolley Ride, CWBF-"More Than Words" with Jerry Apps; Athens: Apples Abound Story Time, Family Story Time; Marathon City: Book Club-"Sharp Objects," Community Plant Swap; Stratford: Book Club-"The Color Purple"
- September 21- All Locations: History Chats-The Last Trolley Ride Athens, CWBF-Children's Author Duncan Tonatiuh, Tween Writing Group, Grab & Go Craft for Kids-Nature Weaving; Athens: Apples About Story Time; Marathon City: Book Club-"Sharp Objects"
- September 28- All Locations: History Chats-The Last Trolley Ride, Tween Writing Group; Edgar: Family Story Time; Marathon City: Book Club-Sharp Objects; Stratford: Pumpkin Sweater Craft

## Wausau Daily Herald

- September 15- UW-Stevens Point professor in Wausau finally can read from her own novel at Central Wisconsin Book Fest  
<https://www.wausaudailyherald.com/story/news/2022/09/15/news-air-eco-terrorism-author-read-wausau-book-festival/10361747002>

## Wausau Pilot & Review

- September 1- Historical Society gears up for next History Speaks, Chats events  
<https://wausapilotandreview.com/2022/09/01/historical-society-gears-up-for-next-history-speaks-chats-events>
- September 8- Marathon County Public Library programs- Wausau: Friends of MCPL Members-

Only Book Sale; Marathon City: Community Plant Swap

<https://wausapilotandreview.com/2022/09/08/marathon-county-public-library-programs-13>

- September 15- Marathon County Public Library Programs- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Nature Weaving; Rothschild: Grab & Go Craft for Kids-Friendship Bracelet, Romaine Calm and Garden On Virtual Gardening Class-UW Resources and More; Wausau: Meet an Officer Story Time; Athens: Apples Around Story Time  
<https://wausapilotandreview.com/2022/09/15/marathon-county-public-library-programs-14>  
Sixth annual Book Festival returns to central Wisconsin  
<https://wausapilotandreview.com/2022/09/15/sixth-annual-book-festival-returns-to-central-wisconsin>
- September 23- Soap in a sweater kits available all month long at all MCPL locations  
<https://wausapilotandreview.com/2022/09/23/soap-in-a-sweater-kits-available-all-month-long-at-all-mcpl-locations>  
Some Marathon County residents want books banned from library, citing concerns over content (Library Director, Leah Giordano; Marathon County Administrator, Lance Leonhard)  
<https://wausapilotandreview.com/2022/09/23/some-marathon-county-residents-want-books-banned-from-library-citing-concerns-over-content>  
MCPL Book Clubs: October 2022- Athens: Book-of-the-Month Club-“The Kindred Spirits Supper Club,” Book Club-“Anxious People;” Edgar: “The Stranger in the Woods;” Hatley: “Apples Never Fall;” Marathon City: “Sharp Objects;” Mosinee: “The Other Mrs.” Rothschild: Newberry Medal Book Club-“Jacob I Have Loved,” Book Club-“The Girl with the Louding Voice;” Spencer: As the Page Turns-“The Four Winds;” Stratford: “The Woman They Could Not Silence”  
[https://wausapilotandreview.com/2022/09/23/mcpl-book-clubs-october-2022%E2%80%9Cfbclid=IwAR2T9zoemXeikhspA1yUEgGj7I54KlsmLQgc\\_8AMVSA0WVXvOxwPhSF11](https://wausapilotandreview.com/2022/09/23/mcpl-book-clubs-october-2022%E2%80%9Cfbclid=IwAR2T9zoemXeikhspA1yUEgGj7I54KlsmLQgc_8AMVSA0WVXvOxwPhSF11)
- September 24- Events and offerings the Marathon County Public Library will have for kids, tweens and teens during the first half of October (1-15)- All Locations: Tween Writing Group, Grab & Go Craft for Kids-Geometric Paper Sculptures; Wausau: Pokémon Club; Rothschild: Grab & Go Craft for Kids-Fuzzy Fall Finger Puppets  
<https://wausapilotandreview.com/2022/09/24/events-and-offerings-the-marathon-county-public-library-will-have-for-kids-tweens-and-teens-during-the-first-half-of-october-oct-1-15>
- September 26- Make a seasonal sweater pumpkin during MCPL Stratford Branch events  
<https://wausapilotandreview.com/2022/09/26/make-a-seasonal-sweater-pumpkin-during-mcpl-stratford-branch-event>
- September 28- MCPL Wausau to offer computer class for beginners this October  
<https://wausapilotandreview.com/2022/09/28/mcpl-wausau-to-offer-computer-class-for-beginners-this-october>

## The Wausau Sentinel

- September 30- Computer classes return to library (Library Marketing Specialist, Dan Richter)  
<https://www.wausasentinel.com/p/computer-classes-return-to-library>

## Wausau Times/Buyers Guide

- September 7- The Marathon County Historical Society presents- The Hidden Tragedy of Myanmar; History Chats- The Last Log Drive of 1912, The Last Passenger Train Out of Wausau, The Last Fur Auction in Hamburg, The Last White Pine is Cut, The Last Trolley Ride  
Out & About: All Locations: Romaine Calm & Garden On Virtual Gardening Class, History Chats
- September 14- Out & About- History Chats
- September 21- Wausau Poetry Walk to be held downtown from September 1-30;

Out & About- All Locations: History Chats

- September 28- MCPL Book Clubs: October 2022- Athens: Book-of-the-Month Club-“The Kindred Spirits Book Club;” Edgar: “The Stranger in the Woods;” Marathon City: “Sharp Objects;” Mosinee: “The Other Mrs.,” Rothschild: Newberry Medal Book Club-“Jacob I Have Loved,” Book Club-“The Girl with the Louding Voice’;  
 Soap in a Sweater kits available all month long at all MCPL locations;  
 Out & About: All Locations-History Chats

**Materials**

Youth

	2022 Annual Budget	Rollover from 2021	Total Appropriation	Monthly Allotment	Free Balance	Spent as of (10/03/2022)	% Spent
Juvenile Audiobooks	\$6,500.00	\$617.26	\$7,117.26	\$541.67	\$2,137.24	\$4,980.02	70%
Juvenile CDs	\$500.00	\$0.00	\$500.00	\$41.67	\$66.75	\$433.25	87%
Juvenile DVDs	\$10,250.00	\$2,570.51	\$12,820.51	\$854.17	\$4,151.65	\$8,668.86	68%
Juvenile Video Games	\$2,000.00	\$0.00	\$2,000.00	\$166.67	\$283.69	\$1,716.31	86%
Young Adult Audio Books	\$1,750.00	\$0.00	\$1,750.00	\$145.83	\$528.86	\$1,221.14	70%
<b>Youth AV Subtotal</b>	<b>\$21,000.00</b>	<b>\$3,187.77</b>	<b>\$24,187.77</b>	<b>\$1,750.00</b>	<b>\$7,168.19</b>	<b>\$17,019.58</b>	<b>70%</b>
Juvenile Fiction	\$20,000.00	\$1,043.66	\$21,043.66	\$1,666.67	\$2,179.91	\$18,863.75	90%
Juvenile NonFiction	\$34,000.00	\$2,339.34	\$36,339.34	\$2,833.33	\$15,738.13	\$20,601.21	57%
Juvenile Picture Books	\$33,000.00	\$568.20	\$33,568.20	\$2,750.00	\$11,157.96	\$22,410.24	67%
Juvenile Spanish	\$1,500.00	\$227.04	\$1,727.04	\$125.00	\$682.90	\$1,044.14	60%
Juvenile Standing Order Print	\$9,000.00	\$0.00	\$8,045.00	\$750.00	\$3,674.24	\$4,370.76	54%
Young Adult Fiction	\$9,000.00	\$0.00	\$9,000.00	\$750.00	\$854.07	\$8,145.93	91%
Young Adult Graphic Novels	\$3,750.00	\$126.91	\$3,876.91	\$312.50	\$1,041.31	\$2,835.60	73%
Young Adult NonFiction	\$3,000.00	\$25.70	\$3,025.70	\$250.00	\$967.87	\$2,057.83	68%
<b>Youth Print Subtotal</b>	<b>\$113,250.00</b>	<b>\$4,330.85</b>	<b>\$116,625.85</b>	<b>\$9,437.50</b>	<b>\$36,296.39</b>	<b>\$80,329.46</b>	<b>69%</b>
<b>Youth Services TOTAL</b>	<b>\$134,250.00</b>	<b>\$7,518.62</b>	<b>\$140,813.62</b>	<b>\$11,734.47</b>	<b>\$43,464.58</b>	<b>\$97,349.04</b>	<b>69%</b>

*\*Continued issues with Baker and Taylor's TS360 due to a ransomware incident last month.*

## Adult

	2022 Annual Budget	Rollover from 2021	Total w/carryover	Monthly Allotment	Free Balance	Spent as of Oct. 3, 2022	% Spent
<b>Adult Audiobooks</b>	\$12,000.00	\$687.43	\$12,687.43	\$1,090.91	\$3,083.05	\$8,916.95	74.31%
<b>Adult Music CD</b>	\$7,500.00	\$23.76	\$7,523.76	\$681.82	\$2,138.81	\$5,361.19	71.48%
<b>Adult DVD</b>	\$24,000.00	\$312.90	\$24,312.90	\$2,181.82	\$6,791.28	\$17,208.72	71.70%
<b>Adult Video Games</b>	\$1,650.00	\$0.00	\$1,650.00	\$150.00	\$402.46	\$1,247.54	75.61%
<b>Adult AV Subtotal</b>	<b>\$45,150.00</b>	<b>\$1,024.09</b>	<b>\$46,174.09</b>	<b>\$4,104.55</b>	<b>\$12,415.60</b>	<b>\$32,734.40</b>	<b>72.50%</b>
<b>Adult Paperbacks</b>	\$3,585.00	\$67.22	\$3,652.22	\$325.91	\$1,713.91	\$1,871.09	52.19%
<b>Adult Paperbacks S.O.</b>	\$2,415.00	\$0.00	\$2,415.00	N/A	\$1,450.00	\$965.00	39.96%
<b>Adult Fiction</b>	\$47,000.00	\$1,577.78	\$48,577.78	\$4,272.73	\$5,857.88	\$41,142.12	87.54%
<b>Adult LT Fiction</b>	\$7,200.00	\$485.38	\$7,685.38	\$654.55	\$1,619.37	\$5,580.63	77.51%
<b>***Adult LT S.O.</b>	\$6,568.00	\$0.00	\$6,568.00	\$597.09	\$2,996.75	\$3,571.25	54.37%
<b>Adult Non-fiction</b>	\$66,000.00	\$4,516.10	\$70,516.10	\$6,000.00	\$9,601.59	\$56,398.41	85.45%
<b>Adult Non-fiction S.O.</b>	\$2,150.00	\$61.18	\$2,211.18	N/A	\$891.41	\$1,258.59	58.54%
<b>Adult Biographies</b>	\$10,000.00	\$144.69	\$10,144.69	\$909.09	\$506.70	\$9,493.30	94.93%
<b>Adult Spanish</b>	\$750.00	\$29.55	\$779.55	\$68.18	\$528.00	\$222.00	29.60%
<b>Adult Hmong</b>	\$750.00	\$0.00	\$750.00	\$68.18	\$299.38	\$450.62	60.08%
<b>Overdrive - ebooks</b>	\$7,000.00	\$0.00	\$7,000.00	\$636.36	\$3,645.67	\$3,354.33	47.92%
<b>Adult Print Subtotal</b>	<b>\$153,418.00</b>	<b>\$6,881.90</b>	<b>\$160,299.90</b>	<b>\$13,947.09</b>	<b>\$29,110.66</b>	<b>\$124,307.34</b>	<b>81.03%</b>
<b>***Freight Cost</b>	\$1,432.00	\$0.00	\$1,432.00	\$130.18	\$0.00	\$1,432.00	100.00%
<b>Adult Services TOTAL</b>	<b>\$200,000.00</b>	<b>\$7,905.99</b>	<b>\$207,905.99</b>	<b>\$18,181.82</b>	<b>\$41,526.26</b>	<b>\$158,473.74</b>	<b>79.24%</b>

Note: B&T website was down the last two weeks of August and no orders could be submitted.

\*Column D numbers are different numbers than December's reports. December's report reflected the money that still hadn't been spent out (some 2021 invoices had not been paid at that point). This month's report Column D represents the amount of money we asked to be rolled over before any 2022 invoices were paid but after all 2021 invoices were paid.

\*\*Columns G, H, and I will not accurately reflect the free balance until the 2021 money has been rolled over. It appears we have spent more 2022 money than we have because it is accounting for the 2021 money that has been paid out in invoices in 2022.

\*\*\*Large print standing order appropriation has been reduced to cover the freight surcharge now charged by Baker & Taylor (effective 1/15/22).

## Support Services Statistics & Activities

### Circulation Team

- New library card applications processed by the Circulation Team: 221
- Circulation total for Wausau First Floor: 25,112
- Laura D processed 214 Interlibrary loan requests
- Ashley H and Paula L checked out 881 items for our Homebound patrons
- September Passports News:
  - 22 Adult Passport Books
  - 8 Minor Passport Books
  - 5 Card and Book

The MCPL Passport team accepted a total of 35 passport applications accepted at \$35.00 each and 54 photos were taken at \$10.00 each for a total of \$1,765.00 recorded. We also assisted with 18 renewal applications.

- Leads meetings were held with the Director and Managers
- The Circulation team has helped cover the drive-through window in the absence of other team members.
- Ashley H attended the following webinars:
  - 9/21/22 Introduction to WVLS
  - 9/21/22 Ryan Dowd Webinar: Police Talk: A Conversation with Chief Kristen Ziman
  - 9/22/22 Niche Academy Webinar: "Me, Difficult? Nah, They're Difficult" A Trauma Informed Approach to Dealing with Difficult People
- Kitty S attended the following meetings:
  - 9/1/22 V-CAT Council Meeting
  - 9/19/22 MCPL/WVLS Executive Committee Meeting
- One patron was banned from the library over the course of the month due to behavioral issues.

### Support Services Team

- Stephanie M. and Heather W. assisted with processing of materials invoices.
- The team welcomed James B. as a new cataloger.
- The team has helped to cover various duties due to staff absences.
- 9/8, 9/22: Chris L attended the ILS Evaluation Committee meeting. Three vendors have been invited to demonstrate their products later this year: Innovative (Sierra), The Library Corporation (CARL), and ByWater (Koha).
- Clarification is underway to improve the appearance of certain multi-format items in the catalog (DVD/Blu-Ray combination items will be marked more clearly online as containing both formats).
- Our primary materials supplier, Baker & Taylor, has repaired most of their customer-facing systems following the ransomware attack they suffered in late August. Nearly normal ordering, receiving, and cataloging processes have resumed accordingly, though the flow of materials into the building will be uneven due to the length of Baker & Taylor's service disruptions.
- Further cost/benefit analysis of materials processing procedures and public service point coverage optimization is underway.
- The faded label replacement project has continued.

## Page Team

- Erin Q. completed the Missing and Missing in Inventory list from July 2022 for the first time. Five items were recovered.
- The team completed a weeding list for adult fiction and non-fiction Playaways provided by Kate S.
- Ollie C. did regular maintenance of the new adult fiction and non-fiction and the new YA collection.
- Adult fiction audiobooks were shifted to fill the gap created by weeding adult Playaways.
- Periodically throughout the month Ollie C. helped cover the Circulation desk and Drive-Thru.
- On September 20th Ollie C. covered the Reference Desk during the Reference Team Meeting.
- Ollie attended two Social Engagement Committee meetings on September 7th and September 21st.
- The team shifted, shelf-read, and cleaned up the following collections: adult paperbacks, adult fiction A-L, adult non-fiction 400's-500's, young adult audiobooks, young adult graphic novels, and began work on the adult non-fiction 900's.
- During the month of September the page team shelved approximately 33,190 items.

## Information Technology

- Updated host server #2 in preparation for deployment of new virtual servers running Windows Server 2022.
- Created a virtual template for Server 2022 to streamline the process of creating new virtual servers.
- Deployed 2 new Domain Controllers that also run DNS. Final migrations will be to one Domain Controller on each host server. This will provide some redundancy in the event of a host server failure.
- Deployed 2 new DHCP Servers running our 64 new IP Addressing scopes. Deploying two servers set to failover to the other also provides additional redundancy. Each of these servers will reside on a separate host after final configurations and testing.
- Demoted, unauthorized, and shut down one of our old Domain Controllers that was also running DNS and DHCP. This server was slowing down our network and its decommissioning should help with network performance.
- Several projects remain ongoing:
  - Map the MCPL network and Servers
  - Continued inventory and logging of technology devices.
  - Continued organization of the IT work area and server areas.
  - Creating technology tutorials for staff.
  - Computer monitor Inventory and pairing with computer inventory.
  - Investigate what needs to be done to continue outdoor Wi-Fi antennae installation at remaining branches.
    - Athens:
    - Edgar: *Installed*
    - Hatley: Pending install
    - Marathon City:
    - Mosinee: *Installed*
    - Rothschild: Need written permission to install
    - Spencer:
    - Stratford: *Installed*

- Several additional projects are on the horizon:
  - Create a printer management plan once servers are updated to handle running the new drivers required.
  - Plan a deployment date for Windows 11
  - Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.
  - Create a technology replacement schedule for all MCPL devices.

## Branch Statistics & Activities

### Athens Monthly Report

#### Events and Programs

- Pocket Bear Grab and Go: Adults and teens took and enjoyed 18 kits this month.
- Nature Weaving: Children took and enjoyed 25 kits this month.
- Book of the Month: Patrons were invited to pick up Athens featured book along with discussion questions. The book of the month for September was *Hippie* by Paulo Coelho. There was 1 adult participant.
- Book Club: This month the Athens Book Club read *Nine Perfect Strangers* by Liane Moriarty. Nikki led an in-depth discussion on September 13 with 4 patrons who attended.
- Library Card Sign-Up Month: In the month of September, kids and teens were offered a free book when signing up for a library card. Athens had 8 kids sign up for a new card this month who received a free book.
- Upcoming Programs: The Athens Book Club will be reading *Anxious People* by Fredrik Backman in October. Book Club meets on Tuesday, October 8 at 2:00pm in the Board Room of the Athens Village Hall. Family Story Time is running in Athens every other Monday in the library. Upcoming dates include October 17 and 31. A special Family Story Time and Crafts event will be taking place in Athens on Saturday, October 22 from 11am-12pm. We'll be reading stories with and about autumn leaves, and we'll be going outside to pick our own leaves to make animal crafts!

#### Circulation Statistics

- Athens had a total of 7 curbside appointments in the month of September.
- In September, Athens circulated a total of 1,469 items. This is a 2.87% increase from September of 2021. In 2022 year-to-date, Athens has circulated 11,920 items. This is a 46.82% increase from 2021.

#### Library News

- This month's adult displays included "Hispanic Heritage Month" featuring a variety of books with Hispanic authors, and "Banned Books Month" promoting intellectual freedom and books that have appeared on ALA's Banned Book Lists from previous years.
- In the children's section, we are displaying award winning books from the categories of Pura Belpre Award, Caldecott Award, and Coretta Scott King Award.
- We have put up a paper tree on the circulation desk and set out leaves, pumpkins, and acorns for children to color and add to our autumn tree.
- Nikki has finished weeding the Adult Fiction section and sent the books to Wausau.
- We have finished relabeling all of our books!

- Nikki and Shahara attended Staff Development Day in Wausau on September 16.
- Shahara covered at Athens while Nikki helped out at Mosinee and Hatley this month.
- Shahara also covered at Spencer this month.

#### Facilities Updates

- The Athens Branch was closed on Friday, September 16 for Staff Development Day.
- Charter Spectrum went down for a full day this month in Athens. It was a village wide outage.

### **Edgar Monthly Report**

#### Events and Programs

- Grab n Go crafts, 18 adult Pocket Bears, and 16 children Nature Weaving kits.
- Book club discussed the book “The 100 Years of Lenni and Margot” with 3 people present.
- There were 0 curbside pickups for the month.
- Our first Story Time on September 20th had 2 kids and 1 adult
- September 12<sup>th</sup> was a stuffed animal sleepover with 7 animals participating

#### Circulation Statistics

- The circulation statistics for the month of September were 1,485 items checked out. This is a 6.60% increase for the same month last year. A total of 14,591 items have been checked out so far this year. This is a 28.57% increase from 2021.

#### Library News

- Spinner shelves were replaced
- Put up a beginner chapter books display
- Dana and Hannah attended staff development day on September 16<sup>th</sup>

#### Facilities Updates

- No updates at this time

### **Hatley Monthly Report**

#### Events and Programs

- Book Club – “Population 484” by Michael Perry had 10 adults in-person and 1 joining virtually. We also voted and selected the books for next year!
- Grab N Go programs
  - a. Pocket Bears – 11 adults, 2 children, and 5 teens
  - b. Nature Weaving – 7 adults, 14 children and 1 teen
  - c. We also set out some of the extra kits we had from throughout the year and 3 of those were taken in total. We still have a few left and will leave them out for patrons to take until they are all gone.
- Outdoor Story Time is held the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of each month
  - a. September 6<sup>th</sup> had 3 adults and 6 children show and we read/sang about Shapes!
  - b. September 20<sup>th</sup> had 2 adults and 4 children show and we read/sang about Moving Your Body!

#### Upcoming Programs

- Book Club on October 11<sup>th</sup> “Apple Never Falls”
- Grab N Go Crafts – Soap in a Sweater, Geometric Paper Sculptures for the full month and Jenga Piece Pumpkins the week of October 24<sup>th</sup>.
- Story Times October 4<sup>th</sup> and 18th

- Goodreads Class October 20<sup>th</sup>

#### Circulation Statistics

- Hatley circulated 2,021 items for the month of September. This is a 16.22% increase. Year to date is 15,857 items. This is a 24.41% increase from last year.

#### Library News

- Heather and Robin have continued with inventory (only two collections left!)
- Thank you to Dana C and Nikki F for helping us out at the beginning of September!
- Heather and Robin helped cover shifts in Rothschild
- Robin helped cover a shift in Mosinee
- We continue to send in items to be labeled and cleaned
- Heather received the WLVS Scholarship to attend the WLA Conference in Lake Geneva in November!
- Robin and Heather both attended the Staff Training Day

#### Facilities Updates

- None to Report

### Marathon City Monthly Report

#### Events and Programs

- **Book Club:** Megan and 10 patrons had an in-depth discussion of the book *The Martian* by Andy Weir. The book club meets on the second Monday of the month from 5:45-6:45 pm. The next book club session will meet on October 10 with a discussion of the book *Sharp Objects* by Gillian Flynn.
- During the month of September all MCPL branches offered special **Grab & Go** kits for children, teens and adults. We gave out **40** of the children's **Nature Weaving** kits. The teen/adult kits were **Pocket Bears**. We distributed **20** of those. We held our **Annual Plant Swap** event during the week of September 12-17. Approximately **50 people** took part in either "taking or leaving a plant." This has become a very popular event here in Marathon. Many folks look forward to it each year.
- **Outdoor Story Time:** Unfortunately, only one family took part in story time this month. We will be offering regular indoor story time beginning October 6, **being held every other Thursday at 10:30 am**. Previously, our story time programs have been very popular and we hope that families will add it into their schedule and it will be the same wonderful early literature and socializing experience it had been in the past.
- As of September 1, MCPL locations are beginning to offer adult and children's programming indoors without restrictions. Book clubs and story times will be held indoors, with some online options. There will be online live-stream programs, as well. Information for these programs can be found on the **MCPL website**. All branches will again be offering monthly **Grab & Go** activities for children, teens and adults. Supplies for the **Geometric Paper Sculptures** and **Soap in a Sweater kits** may be picked up at any of the nine libraries during the month of September. More information for all programs is available on the MCPL website.

#### Circulation Statistics

- Marathon circulated 2,291 items during the month of September which is a 16.95% increase from this time last year. So far in 2022, Marathon has circulated 24,714 items. This is a 31.16% increase over last year.

#### Library News

- Lisa and Megan attended the Staff Development Day on September 16. It was really great to

have a day of staff bonding and learning.

- We are still working through some Wi-Fi/laptop issues, but things seem to be working more efficiently. Thank you to David for continuing to work out the problems.

#### Facilities Updates

- Sprinkler system will be serviced this month.

### **Mosinee Monthly Report**

#### Events and Programs

- Book Club: All MCPL locations were given the instruction to return to in person programming starting in September, so this month's book club on the 19<sup>th</sup> met in our second floor meeting room for the first time while the pandemic continues, with a total of 3 adults.
- This month's Grab and Go craft kits were nature weaving kits for children and pocket bear kits for adults. All 50 children's kits and 20 adult kits were taken.
- Katie hosted another Family Story Time on the 28<sup>th</sup>, but unfortunately it was too cold outside for to get any participants this month.
- Passive Programs: In honor of National Library Card Sign-up month 6 patrons told us what they love to use their library card for. We also had 2 patrons sign up for library cards this month and receive a free book as part of a promotion for National Library Card Sign-Up Month.
- Upcoming Programs: Family Story Time will migrate inside for the season, with Book Club continuing to meet on the 2<sup>nd</sup> floor. Monthly grab and go craft kits will continue as usual.

#### Circulation Statistics

- Mosinee circulated 2,583 items in September 2022. This is a 13.24% increase. Mosinee has circulated 22,036% items in 2022. This is an 18.70% increase.

#### Library News

- Displays: This month we changed out all of the Summer Reading Program themed displays to match the start of school and celebrate National Library Card Sign-up Month. The children's area featured school books for a "The Best Tool for School is a Library Card" display, Lego themed books for a "We have books you won't want to Lego" display, and an update to our "Read the book then see the movie" display. Our large display by the public computers featured travel themed items for a "Reading takes you everywhere" display, and our fireplace featured books from the bottom shelf. Banned books were featured in the adult fiction section, and a large display behind the circulation desk told patrons that "Summer Flew by; Flock to a Good Book!". Lastly, we created a large display telling patrons about all the amazing things they can get with their library card, in honor of Library Card Sign-Up month.
- Curbside services continued throughout the month of September. At the end of the month we had a total of 2 curbsides.
- Staff continued sending in items that needed new spine labels, and appreciate all the hard work Support Services is doing!
- Sarah and Katie attended Staff Development Day on the 16<sup>th</sup>.
- Huge thanks to Nikki, Ersa, Lisa, Julie, Shahara, Katie, and Robin for emergency coverage this month!
- The meeting room was used 3 times this month.

#### Facilities Updates

- Special thanks to David for coming to Mosinee to handle an extremely jammed copier on the 8<sup>th</sup>! Our copier is quite old and temperamental, so it jams often, but normally we're able to handle the jam ourselves. This one, however, was quite bad and required the copier to be taken apart to

get to it.

- Construction right outside the Mosinee Branch has finally been completed, although construction throughout the City of Mosinee and surrounding areas still continues. We appreciate our wonderful patrons being so patient during this time!
- Possible new windows for the Mosinee Library are still being investigated.
- Sarah had Public Works order new bathroom signs and they were installed on 12<sup>th</sup>.
- Sarah is also working to get hand rails installed beside our handicap ramp to help the Mosinee Library become more accessible to more community members. Also to help with accessibility, Katie and Sarah adjusted the hold shelf location to stop patrons from consistently needing to reach lower shelves for their holds.

## **Rothschild Monthly Report**

### Events and Programs

- We handed out 50 grab-and-go nature weaving craft kits for kids and 24 grab-and-go pocket bear craft kits for adults. We also had 36 friendship bracelet craft kits exclusively for Rothschild patrons.
- Story time is again meeting in the library. Currently, story time is scheduled for every other Tuesday. In September, we had 22 participants.
- Book Club met to discuss *The Island of Sea Women* by Lisa See. 8 participants attended and had a wonderful time discussing the book. Next month, we will discuss *The Girl with The Louding Voice* by Abi Daré. Our brand new Newbery Book Club met to discuss *From the Mixed-up Files of Mrs. Basil E. Frankweiler* by E.L. Konigsburg. We only had one participant, but we hope that this group will grow as the year goes on. In October, we will discuss *Jacob Have I Loved* by Katherine Paterson.
- September was Library Card Sign Up Month. In Rothschild, 31 people signed up for new accounts. 10 of these accounts were for children and they received a free book.

### Circulation Statistics

- In September, Rothschild circulated 7,578 items. This is 9.30% increase from last year. In 2022, Rothschild circulated 71,712 items. This is 23.67% increase from last year.
- We had 0 curbside pickups.

### Library News

- Many MCPL staff members have filled in and covered shifts in Rothschild this month. We greatly appreciate all of the help!
- Laura completed story time training with Taylor.
- Julie and Erska attended Staff Development Day on 9/16.
- Laura, Taylor, and Katelyn met to discuss a plan for distributing craft materials and SLP brochures to all of the branches.
- Katelyn visited the library to tour the branch and meet staff. We discussed the idea of possible new book shelves and rearranging the back work room to allow for more staff work space.
- Stephanie got quotes for carpet cleaning from two companies. This will be scheduled for MLK Jr Day 2022.
- Laura attended the Association for Rural and Small Libraries conference in Chattanooga, TN from September 14<sup>th</sup> – September 17<sup>th</sup> on a WVLS scholarship.
- Julie participated in a Tech Days online Webinar about using Canva at the library on 9/21.
- We weeded our J graphic novel collection.

#### Facilities Updates

- N/A

#### **Spencer Monthly Report**

##### Events and Programs

- In the month of September, a Grab N Go craft for adults and teens was offered. This month's craft was a Pocket Bear with all 19 crafts handed out.
- Also in the month of September, a Grab N Go craft for children was offered. The craft, "Nature Weaving" was enjoyed by 14 children.
- Book Club was brought back in person this month. The book, "Becoming" by Michelle Obama was read and discussed by 10 adults.
- Story Time was also brought back to the library after a two year hiatus. Spencer holds story time every other Wednesday at 3:30. With Story Time being held two times this month we had a total of three people.
- The Spencer Elementary Kindergarten classes came to visit the library on September 21<sup>st</sup>. A brief tour of the children's area and a reminder how to handle books was given. Then the children were allowed to check out one book each. The library had 36 visit from the school.
- Spencer Library handed out 32 books to children who got their first library card in September.

##### Circulation Statistics

- Spencer has circulated 1,208 items in the month of September. This is an increase of 69.66%. Spencer has circulated 10,370 items in 2022. This is an increase of 55.64%.

##### Library News

- With the death of Queen Elizabeth, we displayed books about the Queen.
- Shahara Falk-LeFay covered the Spencer Library on Friday, September 23<sup>rd</sup>.
- A huge display for 9/11 was well received with many books, especially for children checked out. Many patrons came to check out material on 9/11 after the program, "That Day In September" which was held at the LuCille Tack Center and organized by Spencer Library.
- Audrey wrote an article for the Village Voice, the local Spencer Newsletter. In the article are our hours, the October Grab N Go crafts, and a thank you to all those who attended the program featuring Chris Tucker, "That Day In September 9/11".
- Spencer is working with Tara H. from Wausau on the Juvenile Fiction section. Many books that were marked as a series are no longer series. The only series collections we have will be those collections with different authors. Many fiction books were weeded, and we are in the process of setting the location code correctly and shifting books to the correct area.
- Audrey and Laura W. held their rounding session on September 28<sup>th</sup>, as did Audrey and Lue Miller.
- Audrey and Lue attended the full staff meeting on September 16<sup>th</sup> held in Wausau.

#### Facilities Updates

- Nothing to report

#### **Stratford Monthly Report**

##### Events and Programs

- We held two indoor Family Story Times in September, with a total of 12 children and 2 adults attending. The story times included books, songs, and crafts.
- On Sept. 14, we introduced the St. Joe's Pre-K students to the library, gave them a tour, and read them a fun book about visiting the library.

- St. Joe's 1/2/3<sup>rd</sup> graders visited the library for book check-out on Sept. 12 and 26. A total of 14 students and 2 adults attended.
- We held an indoor Book Club on Sept. 21. Six people met to discuss The Color Purple by Alice Walker.
- On Sept. 22, the Youth Volunteer Team helped us decorate our library in a Frankenstein/Spooky Slime Lab theme. Our five volunteers painted coffee cans to look like Frankenstein, made fake slime out of lime green paper, decorated windows with the fake slime, and created a Spooky Slime Lab entryway to promote our upcoming Frankenslime Program on Oct. 18. They did a great job and had a wonderful time!
- Six students from St. Joe's 4th and 5th grade classes visited the library and checked out books on Sept. 23.
- Thirteen students from St. Joe's 6-8th grade classes visited the library and checked out books on Sept. 23.
- Thirty patrons stopped by the Stratford Branch in September to pick up the *Nature Weaving* craft kit for kids offered through MCPL.
- Twenty patrons enjoyed the *Grab & Go: Pocket Bear* craft kit offered for adults and teens through MCPL in September.
- Ten new patrons signed up for library cards in September. Seven of them were children, and they received a free book as a prize as part of National Library Card Sign-Up Month.
- 37 kids enjoyed the self-directed activity for September. Participants were asked to guess the number of pages in a damaged book that was shredded and put in a jar.

#### Circulation Statistics

- We circulated 1,723 items in September. This is a 1.60% decrease from last year. So far in 2022, we circulated 17,348 items. This is a 29.15% increase from 2021.
- We received and provided two requests for curbside pickups in September.

#### Library News

- We set up two adult book displays for adults: *Pumpkin Spice Books are Nice* and *These Books are Ripe for Picking*.
- The library was decorated for fall with a Frankenstein theme, complete with two life-size models of the experimental creature -- though we gave him a much more friendly appearance than the books and movies portray!
- Darla and MJ attended an in-person Staff Day on Sept. 16 in Wausau. Dr. Steve Albrecht presented a program called The Challenging Patron Workshop: Library Security, Safety, and Service at the Moments of Truth.
- Darla and MJ attended an Early Literacy and Story Time Training by Taylor on Sept. 21.
- MJ covered an evening shift on Sept. 27 in Rothschild.
- We sent in books to support services for relabeling.
- We continued working on inventory.

#### Facilities Updates

- The Village cleaned and repaired our central air conditioning on Sept. 12.

GL787 LIB 22 CIP TRANS SM2 Report Format 511

Period 9 ending September 30, 2022 Transaction status 1

Sub 604 LIBRARY CIP PROJECTS

Description	2022 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 8444 LIBR-CUSTOMER SRV AREA	716,096.00	14,667.31		45,596.12	45,596.12	670,499.88	6.4
APR 779A LIBR CAPITAL IMPROVEMENTS							
Cat 849 OTHER FINANCING SOURCES							
Act 9900 TRANSFERS FROM FUND BALA	716,096.00-					716,096.00-	
Or2 934 CIP PROJECTS		14,667.31		45,596.12	45,596.12	45,596.12-	
Sub 604 LIBRARY CIP PROJECTS		14,667.31		45,596.12	45,596.12	45,596.12-	
Report Final Totals		14,667.31		45,596.12	45,596.12	45,596.12-	

## WISCONSIN VALLEY LIBRARY SERVICE

### Board of Trustees Meeting

August 13, 2022

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is September 17, 2022.

President Tom **Bobrofsky** called the meeting to order at 9:30 AM. Roll call was taken by **Wendt** and a quorum was declared present.

#### Present

Tom Bobrofsky, President  
Pat Pechura, Vice-President  
Mike Otten, Treasurer  
Jim Backus, member  
Jessica Bennett, member\*  
Eileen Grunseth, member\*  
Christy Janczewski, member\* joined 9:40  
Diane Peterson, member  
Judy Peterson, member  
Kari Sweeney, member\*  
Mandy Wright, member

#### Others Present

Marla Sepnafski, WVLS Director  
Josh Klingbeil, WVLS staff  
Jamie Matczak, WVLS staff  
Rachel Metzler, WVLS staff  
Brenda Walenton, WVLS staff  
Kris Adams Wendt, WVLS staff\*  
Katie Zimmermann, WVLS staff  
Susie Hafemeister, WVLS Staff  
Heather Eldred, WVLS Director Emerita  
Alice Sturzl  
Judy Bobrofsky

#### Excused

Sonja Ackerman, member  
Paul Knuth, member  
Louise Olszewski, member

#### Vacant

Marathon County representative

\*denotes remote attendance

**NOTE:** All exhibits may be accessed at <https://wvls.org/bot-agenda-exhibits/>.

#### CONSENT AGENDA APPROVAL:

**Pechura/J. Peterson motion to approve the agenda as presented. All aye. Motion carried.**

#### APPROVAL OF MINUTES (Exhibit 1):

**Backus/Grunseth motion to approve minutes from the May 21, 2022 WVLS Board meeting as corrected. All aye. Motion carried.**

#### FINANCIAL REPORTS AND CURRENT BILLS (Exhibits 2-7):

**Pechura/J. Peterson motion to approve the financial reports and current bills as presented. All aye. Motion carried.**

#### REPORTS:

**Resource Library** (Exhibit 8): The Resource Library Report includes the agenda and Director's Report for the upcoming August 15, 2022 MCPL Board of Trustees meeting, as well as agendas and minutes from May, June and July 2022. **Sweeney** praised the second quarter WVLS report delivered by **Sepnafski** and **Anne Hamland** and remarked on the positive atmosphere at the table.

**MCPL Expectations Assessment** (Exhibit 9): **Sepnafski** provided background to the second quarter 2022 WVLS report to the MCPL Board delivered at the July 18 meeting instead of June at the MCPL Board President's request. The 10-minute brief highlighted staff accomplishments since the March presentation and featured information on the WVLS Summer Library Performer Grant, Beanstack, and virtual and in-person meetings of

youth services staff hosted by WVLS and IFLS Library System consultants. The next report will be on September 19, with a final report and status check on December 19.

**COLAND** (Exhibit 10): **Klingbeil** reported on the virtual July 8, 2022 COLAND meeting at which Dr. Barbara Van Haren was introduced as **Interim Assistant State Superintendent for the Division of Libraries and Technology**. She is filling in for former Assistant Superintendent Tessa Michaelson Schmidt, who is now director of the Cooperative Children's Book Center (CCBC). Governor Evers has appointed **Otten** to fill an unexpired COLAND public member vacancy beginning with the September 9 meeting. Otten expressed appreciation for application assistance received from WVLS staff. **Klingbeil** has been reappointed to another term.

**WVLS Director's Report** (Exhibits 11,11a): **Sepnafski** and other WVLS staff members in attendance took turns reviewing the items in [Exhibit 11](#), taking comments and questions. Sepnafski announced that longtime MCPL staff member **Mary Stachowiak** passed away earlier this morning, noting her more than three decades of service.

**V-Cat Council** (Exhibit 12): The V-Cat Council met on June 2, 2022. **Zimmerman** had previously discussed V-Cat and ILS administration projects from pages 7-8 of the Director's Report (Exhibit 11).

**WVLS Library Advisory Committee** (Exhibit 13): **Matczak** reported the WVLS Library Advisory Committee (LAC) met on Wednesday, August 10. In addition to a round table discussion on building leadership, members reviewed and recommended WVLS Board of Trustees approval of the draft 2023 WVLS System Plan and Budget, as well as the draft 2024 Technology Planning Guide. The 2023-2024 WVLS Content Marketing Calendar and system services updates were discussed.

**WAPL Conference** (Exhibit 14): WAPL Conference reports were submitted by the following WVLS scholarship recipients: **Andrea Bennett** (T.B. Scott Free Library, Merrill), **Krista Blomberg** (Rib Lake Public Library), **Katrina Kubeny** (Elcho Public School District), **Esther O'Brien** (Rhineland District Library), **Cindy Wendt** (Minocqua Public Library), and **Jessica Zellers** (T.B. Scott Free Library, Merrill).

**2023 WVLS/MCPL RESOURCE LIBRARY AGREEMENT DRAFT (Exhibit 15):**

Sepnafski explained the statutory requirement for this document and reported there are no changes to the agreement other than changing 2022 to 2023, and 2023 to 2024.

**Pechura/Grunseth motion to approve the 2023 WVLS/MCPL Resource Library Agreement. All aye. Motion carried.**

**2023 WVLS PLAN DRAFT (Exhibit 16):**

**Sepnafski** moderated a review of the 2023 WVLS System Plan with staff members taking turns speaking to changes in the respective sections for which they have primary oversight and responsibility for execution. It is anticipated that some changes may occur before final approval of the plan occurs at the September 17 meeting.

**2023 WVLS BUDGET DRAFT (Exhibit 17):**

**Sepnafski, Klingbeil and Zimmermann** walked board members through the proposed 2023 budget documents supporting previously discussed system plan activities. There are no increases in county contribution shares. Final approval of the budget will also occur on September 17.

**2024 WVLS TECHNOLOGY PLANNING GUIDE DRAFT (Exhibit 18):**

**Klingbeil** reviewed the draft 2024 Technology Budget Planning Guide which assists WVLS Member Libraries in their own budget planning.

**Pechura/Bernett motion to approve the 2024 Technology Planning Guide as presented. All aye. Motion carried.**

**2023-2024 WVLS CONTENT MARKETING CALENDAR (Exhibit 19):**

Matczak drew the board's attention to Exhibit 19, a work in progress that's intended as a living document providing planning guidelines for both WVLS staff and member library staff.

**2023 LSTA GRANTS** (placeholder): No report.

**CONCERNS, COMMENTS AND REPORTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:**

**Bobrofsky** mentioned the Granton Community Library will celebrate its 10<sup>th</sup> anniversary as a co-located school and public library facility on August 18. Public librarians from Clark County staffed a library services exhibit at Wisconsin Farm Technology Days 2022 held at a farm near Loyal. **Heather Eldred** thanked WVLS trustees for their service to the libraries and communities in Clark, Forest, Langlade, Lincoln, Marathon, Oneida and Taylor Counties supporting open access to information and democracy. Alice Sturzl thanked everyone for their important work, and especially for support she has personally continued to receive since retiring from the board.

**REQUEST FOR FUTURE AGENDA ITEMS:** 2023 WVLS Plan, 2023 WVLS Budget, 2024 WVLS Technology Planning Guide.

**Next meeting dates and conferences**

WVLS V-Cat Council – Thursday, September 1, 2022

WVLS Board of Trustees – Saturday, September 17, 2022

WLA Conference (Lake Geneva) – Tuesday, November 1 – Friday, November 4, 2022

WVLS V-Cat Council – Thursday, November 3, 2022

WVLS Board of Trustees – Saturday, November 19, 2022

**ADJOURNMENT: Grunseth/Janczewski motion to adjourn. All aye. Motion carried. The meeting was adjourned at 12:08 PM.**

Respectfully submitted,  
Kris Adams Wendt, Meeting Recorder

ITEM NUMBER: 6.04  
CHAPTER 6: Library Board  
CODE: Policy  
COMPUTER ID: LIB-4

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Title: Fiscal Powers of the Library Board and the Library Director  
Effective Date: 11-24-86  
Authorized By: Library Board of Trustees  
Date of Last Revision: 8/2022

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The Marathon County Public Library (MCPL) Board of Trustees (Library Board) has the authority granted to it under the provisions of the Wisconsin State Statutes s. 43.58, including the power to set the Library's annual budget exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund and the power to set MCPL's annual budget.

### **Annual Budget**

It is understood that this the annual budget is a general indication of how the financial resources of the Library MCPL should be allocated among the its various Library operations. The Library Board also recognizes that the this budget is primarily a guide to for the MCPL Library Director, and that the Director has the discretionary authority to make adjustments between line items as circumstances warrant. While the Director may make adjustments between line items, they must not allow the total operating budget to exceed the amount set by the Library Board. The Library Board expects that the Director will report periodically on how actual line item expenditures compare to the figures in the annual budget approved by the Library Board. All payments of bills and claims are to be reported to the Library Board monthly.

### **Positive Fund Balance**

It is understood that funds allocated to the annual budget may occasionally exceed actual expenditures for the fiscal year. According to its statutory authority, the Library Board entrusts the Library Director to reallocate this positive fund balance for use beyond the current fiscal year and apart from the annual budget. These funds may be used to proactively manage long term and multi-year challenges and needs beyond the scope of the annual budget, and may include (but are not limited to) enhancements to library technology, interior refurbishment, branch development, equipment and services. The Library Board expects that the Director will report periodically on the status and usage of the positive fund balance.

# Membership in the Library System

# 17

Before the development of public library systems in Wisconsin, many state residents had no legal access to any public library. In addition, many other state residents only had access to substandard library service. The goal of library systems has been to provide all Wisconsin residents with access to the high-quality library service needed to meet personal, work, educational, and community goals.

To address the limitations of relying solely on local support and local coordination of library service, the Wisconsin legislature passed legislation in 1971 enabling the creation of regional public library systems. The actual creation and development of public library systems in Wisconsin was a voluntary and gradual process. No county or public library is required to be a member of a library system; yet, as of this writing, all of Wisconsin's 72 counties and 381 public libraries are library system members.

The basic dynamic of library system membership is simple, yet the results can be powerful: a public library agrees to certain membership requirements, including the agreement to serve all system residents equitably; in return, the library system provides a wide range of primarily state-funded services that enhance local library service. Ideally, through this relationship, all residents of the state gain improved library service, as well as the ability to use whichever library or libraries best serve their needs. Municipal libraries participate in library systems because their communities' residents benefit from this arrangement.

## Cooperation vs. Competition

Competition among municipalities, counties, and other divisions of government is common. Unfortunately, that competition often leads to missed opportunities for cooperation, resource sharing, and economies of scale through cooperative projects.

Libraries, through library systems, have embraced cooperation instead of competition, and local library users (and taxpayers) are the beneficiaries. But, as noted by the Rolling Stones, you can't always get what you want. In all cooperative efforts, sacrifices are sometimes required. Often these sacrifices are for the greater benefit of regional or statewide library users.

### In This Trustee Essential

- The benefits of system membership
- The requirements for system membership
- How you and your library can help make your library system stronger

## Membership Requirements for Libraries

Your library must meet these statutory requirements to be a member of a library system:

1. Your library must be established and operated according to the requirements of Wisconsin Statutes Chapter 43. Among other things, Chapter 43 requires that a properly appointed library board control the library building, library expenditures, library policies, hiring and supervision of the library director, and determination of the duties and compensation of all library staff. (See other *Trustee Essentials* for details on these requirements, including [Trustee Essential #2: Who Runs the Library](#) and [Trustee Essential #18: Library Board Appointments and Composition](#).)
2. Your county must belong to the library system and must meet the system membership requirements for counties (see below).
3. Your municipal governing body (or county board for a consolidated county public library) must approve a resolution authorizing your library to participate in the library system.
4. Your library board must approve an agreement with the library system to participate in the system and its activities, participate in interlibrary loan of materials with other system libraries, and provide to all residents of the system the same services, on the same terms, that you provide to local residents.
5. You must employ a library director with the appropriate certification from the Wisconsin Department of Public Instruction (see [Trustee Essential #19: Library Director Certification](#) for details) and whose employment requires that he or she be present in the library for at least 10 hours of each week that the library is open to the public, less leave time.
6. Beginning in 2008, your library annually must be open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer.
7. Beginning in 2008, your library annually spends at least \$2,500 on library materials.

## Membership Requirements for Counties

Your county must meet these statutory requirements to be a member in a library system:

1. Your county must approve a county library plan that meets the requirements of Wisconsin Statutes Sections [43.11\(3\)](#) and [43.13\(1\)](#) and provides the financial support needed to administer the plan (see <http://dpi.wi.gov/pld/legislation-funding/county-library> for details of these requirements).
2. Your county board must approve an agreement with the library system to participate in the system and its activities and to furnish library service to county residents who do not live in a library municipality.

## Required System Services

Library systems must provide the following in order to receive state aid:

- Technology and resource sharing planning
- Referral or routing of reference and interlibrary loan requests
- Electronic delivery of information and physical delivery of library materials
- Training for member library staff and trustees
- Professional consultant services
- Support for library service to users with special needs
- Backup reference, information, and interlibrary loan services from the system resource library
- Planning with other types of libraries in the system area
- Service agreements with all adjacent library systems
- Agreements with each member library that require those libraries to serve all residents of the system area on the same basis as local residents

The Division for Libraries and Technology monitors compliance with these requirements. Each library system is allowed considerable flexibility in developing specific library system service programs so that each system can best meet the needs of the residents of its particular geographical area and the needs of its member libraries. For example, a system in a largely rural area with many small libraries will probably need to devote more resources to professional consultant services than a system in a largely urban area. Each area of the state will have unique needs that the library system can help address.

## How to Be a Good System Member

Your library system must respond to the needs of system member libraries and the residents of the system area. This can be a very difficult task, often requiring the balancing of many competing needs and interests. Your library can help the library system with this difficult task by communicating your local needs effectively and constructively and by cooperating in system planning and problem-solving activities. Your board can help by encouraging your library staff to attend system workshops and contribute their time and talents to system committees. Your board should also budget for paid staff time and travel costs for these activities.

Your board may also decide that your library should participate in shared system services (such as a shared automated system) and cooperative activities (such as the sharing of summer reading program performers). Cooperation can often result in better, more cost-effective services to the public—as well as services that would not even be possible without cooperation.

You, as an individual trustee, can also benefit from attendance at system workshops and can contribute to the strength and success of the system by volunteering to serve on your library system's board and/or the system's advisory and planning committees. (For more information about being a system trustee, see [\*Trustee Essential #26: The Public Library System Trustee—the Broad Viewpoint.\*](#))

## Discussion Questions

1. What are examples of ways your community's residents have benefited from library system services?
2. What are examples of ways your system could better serve your library and your community's residents? How can you and/or your library board influence your system to do those things?

## Sources of Additional Information

- Your library system staff (See [\*Trustee Tool B: Library System Map and Contact Information.\*](#))
- Division for Libraries and Technology staff (See [\*Trustee Tool C: Division for Libraries and Technology Contact Information.\*](#))

*Trustee Essentials: A Handbook for Wisconsin Public Library Trustees* was prepared by the DLT with the assistance of the Trustee Handbook Revision Task Force.

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