

**Marathon County Public Library**

**Director's Report**

**September 2018**

Included here are the "*Director's Activities*", "*Next Month Director's Activities*" and "*Library Projects, Programs, Events*" sections of the August 2018 Marathon County Public Library Director's Report, and agendas/approved minutes.

If you are interested in reading the entire Director's Report for August 2018, please visit the Marathon County Public Library website via the link below.

<https://www.mcpl.us/sites/default/files/attachments/mcpl-board-packet-2018-08.pdf>

**Director's Activities:**

7-16-18	Marathon County Public Library Board of Trustees Meeting
7-16-18	Toward One Wisconsin Committee Meeting
7-20-18	County Dept. Heads Meeting
7-23-18	Friends of the Marathon County Public Library Board Meeting
7-23-18	Policy reviews w/Leah and Matt
7-24-18	Meeting w/Chris Clark Epstein re: Staff Dev. Day Program
7-25-18	LENA Start Data Team Meeting
7-27-18	Meeting w/ new ER Spec. Boly Vang
7-30,31-18	PLSR Summit/Stevens Point
8-6-18	Meeting w/Wausau City Alderman Peckam re: solar initiatives
8-9-18	Library Advisory Council (LAC) Meeting/WVLS
8-10-18	SRLAAW Meeting/MCPL hosting
8-13-18	LENA Start Team Meeting
8-15-18	WMMIC Workshops/CE/Pewaukee
8-17-18	County Dept. Heads Meeting
8-20-18	Marathon County Public Library Board of Trustees Meeting

**NEXT MONTH DIRECTOR'S ACTIVITIES:**

8-20-18	Marathon County Public Library Board of Trustees Meeting
8-31-18	Monthly WVLS Meeting
9-6-18	Marathon County Public Library Foundation Board Meeting
TBD	Policy reviews w/Leah and Matt
TBD	Monthly agenda meeting with Library Board President
9-14-18	County Department Heads Meeting
9-14-18	Annual Staff Development Day
9-17-18	Marathon County Public Library Board of Trustees Meeting

**LIBRARY PROJECTS, PROGRAMS, EVENTS:**

Early Literacy Center is awesome!

LENA Start 2.0 is in the planning stages with a September startup scheduled. Locations will be determined soon.

**UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:**

WLA Annual Conference is in La Crosse, from Oct. 23-26.

**Any other issues or items of note:**

Letters and notes are posted at the Library Board Meeting.



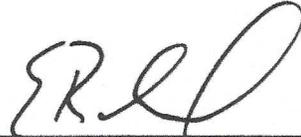
COUNTY OF MARATHON  
WAUSAU, WISCONSIN

**OFFICIAL NOTICE AND AGENDA**

of a meeting of the Marathon County Public Library Board of Trustees,  
Monday, June 18, 2018 at 12:00 noon  
Spencer Branch Library.

AGENDA

1. (12:00 p.m.) Call to Order
2. Acknowledgement of Visitors
3. Approval of Minutes
4. Bills and Services Report
5. (15 minutes) Public Comments
6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.
  - A. President
  - B. Other Board Members
  - C. Library Director
  - D. Board Committees
  - E. Friends of the Library
  - F. MCPL Foundation
  - G. Wisconsin Library Trustees & Friends (WLTF)
  - H. Wisconsin Valley Library Service
7. (15 minutes) MCPL Policy Reviews – For Discussion and Possible Action
  - Checkout Policies – Fines and Fees – 10.10
  - Branch Library Establishment and Dissolution Policy – 7.62
8. (10 minutes) Early Literacy Center Dedication Ceremony June 20 @ 11:00 a.m. (Rotarians June 28 for meeting) – For Discussion and Informational Purposes Only
9. (10 minutes) Book Challenge Procedure Review for New Board Members – For Discussion and Informational Purposes Only
10. (10 minutes) Monthly WVLS Meeting – For Discussion and Informational Purposes Only
11. (10 minutes) EEEDC Committee Meeting – For Discussion and Informational Purposes Only
12. (10 minutes) Rotarians Speaking Engagement Meeting – For Discussion and Informational Purposes Only
13. (10 minutes) Program Contract – For Discussion and Informational Purposes Only
14. Announcements
15. Request for Future Agenda Items
16. Next Meeting Dates
  - Monday 07/16/2018
  - Monday 08/20/2018
  - Monday 09/20/2018
  - Monday 10/15/2018
17. Adjournment

Signed:   
Library Director

\*All times are approximate and subject to change  
"Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 261-7213."

FAXED TO: Wausau Daily Herald, City Pages, and  
FAXED TO: Other Media Groups  
FAXED BY: H. Wilde  
FAXED DATE: June 12, 2018  
FAXED TIME: 8:42 a.m.

NOTICE POSTED AT COURTHOUSE  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, June 18, 2018. Spencer Branch Library.

Present: Scott Winch, Gary Beastrom, Sharon Hunter, Alison Morrow (remote), Ralph Illick

Excused: MaiGer Moua, Katie Rosenberg, Kari Sweeney

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, Audrey Kohlbeck

The meeting was called to order at 12:05 by Scott Winch.  
Scott Winch welcomed visitors to the meeting.

**A motion was made by Sharon Hunter to approve the Board of Trustee minutes from the May 21, 2018 meeting. Seconded by Gary Beastrom. Motion carried.**

**A motion was made by Sharon Hunter to approve the Bills & Services report for May 2018. Seconded by Gary Beastrom. Motion carried.**

Public Comments – None

President – No Report

Other Board Members – No Report

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

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – Director Illick reported the Foundation did not meet this month their next meeting is scheduled in September. The RFP is due before their next meeting. I will notify them what we will need to finish the interior renovations.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

MCPL Policy Reviews

- Checkout Policies – Fines and Fees – 10.10

We are asking that the limits for the items checked out to be lowered to 100 items from 200 items for adults and juveniles. This will bring it in alignment with what we offer to homebound patrons.

- Branch Library Establishment and Dissolution Policy – 7.62

The language on this policy is pretty standard. The major items are on the last page under criteria for branch dissolution. For the record, this isn't so we can dissolve a branch we have no plans to dissolve a branch. This is policy is so we can do something to prepare, if it is eventually adding a branch or the dissolution of a branch. This entire policy was reviewed by Corporation Counsel and by County Administration.

**A motion was made by Gary Beastrom to accept the Checkout Policies-Fines and Fees and the Branch Library Establishment and Dissolution Policy as presented. Seconded by Sharon Hunter. Motion carried.**

#### Early Literacy Center Dedication Ceremony June 20 @ 11:00 a.m. (Rotarians June 28 for meeting)

The Wausau Region Chamber of Commerce ambassadors will have a ribbon cutting ceremony on June 20. We do have three funding entities that helped us put this together, the Marathon County Foundation, the Wausau Early Birds Rotary Club, and the Community Foundation. We would love to have anyone on the board at the dedication ceremony. The following week on June 28 the Wausau Early Birds Rotary Club will have their meeting in our Wausau Community. We will give them a tour of the early literacy center when their meeting is finished.

#### Book Challenge Procedure Review for New Board Members

Being a public library we want to make sure we have materials that cover a broad range of topics, generally with controversial topics. We do have a policy in place that offers anyone in the public to challenge any materials that they might deem to be inappropriate. We had one challenge a couple weeks ago and I am working through the policy right now. The policy states that first we form a committee in house, we get out the reviews, we take a look at other libraries that have the same materials and then we come to a professional agreement. The patron is able to accept what we do or ask that we further review it and have a couple of members from our library board and could of staff members to work together to continue the process.

#### Monthly WVLS Meeting

There has been a change in personnel with WVLS and those that work on the ILS system. We've had some challenges over time with getting the functionality that we want from the ILS. We are getting to a point with new membership on the WVLS team where we can really make some progress. One of the things that we are working towards is to have the capacity to do a solid inventory.

#### EEEDC Committee Meeting

I was asked to attend the Extension, Education and Economic Development Committee (EEEDC) meeting by Sarah Guild. She asked me to introduce myself and talk to them about what we do at the library. The members of the committee already seem to know who the library was and our standing in the community.

Rotarians Speaking Engagement Meeting

I was asked to speak at the Wausau Early Birds Rotary Club meeting. I did stay after the meeting and talked with members. I did emphasize in my speech lifelong learning and early brain development. Members are aware of the programs we have at the library and what we are trying to do.

Program Contract

We have put together a standardized performer agreement. Because of our agreements with Employee Resources and Corporation Counsel, I was obligated to have Risk Management review the agreement. I spoke with Corporation Counsel and he approved our ability to have programs without requiring the \$1,000,000 insurance liability for every performer. The performance agreement has been approved by Corporation Counsel and County Administration.

Announcements – None

Request for Future Agenda Items - None

**A Motion was made by Sharon Hunter to adjourn the meeting at 12:24 p.m. Seconded by Gary Beastron. Motion carried.**



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Library Director



COUNTY OF MARATHON  
WAUSAU, WISCONSIN

**OFFICIAL NOTICE AND AGENDA**

of a meeting of the Marathon County Public Library Board of Trustees,  
Monday, July 16, 2018 at 12:00 noon  
Library Headquarters, Wausau Community Room.

AGENDA

1. (12:00 p.m.) Call to Order
2. Acknowledgement of Visitors
3. Approval of Minutes
4. Bills and Services Report
5. (15 minutes) Public Comments
6. (15 minutes) Reports Regarding Recent Meetings and Communications. For Discussion and Informational Purposes Only. No Action will be taken.
  - A. President
  - B. Other Board Members
  - C. Library Director
  - D. Board Committees
  - E. Friends of the Library
  - F. MCPL Foundation
  - G. Wisconsin Library Trustees & Friends (WLTF)
  - H. Wisconsin Valley Library Service
7. (10 minutes) Materials Review Committee/Request for Two Volunteer Board Members – For Discussion and Possible Action
8. (10 minutes) PLSR Update/Two Potential Models Summarized – For Discussion and Informational Purposes Only
9. (10 minutes) Roof/Solar Update – For Discussion and Informational Purposes Only
10. (10 minutes) Roof Repairs Update – For Discussion and Informational Purposes Only
11. (10 minutes) L.E.N.A Upcoming Sessions Preparation – For Discussion and Informational Purposes Only
12. (10 minutes) ADRC/New Director Jonette Arms meeting – For Discussion and Informational Purposes Only
13. (10 minutes) Early Literacy Center Ribbon Cutting – For Discussion and Informational Purposes Only
14. Announcements
15. Request for Future Agenda Items
16. Next Meeting Dates
  - Monday 08/20/2018
  - Monday 09/17/2018
  - Monday 10/15/2018
  - Monday 11/19/2018
17. Adjournment

Signed:   
Library Director

\*All times are approximate and subject to change  
"Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 261-7213."

FAXED TO: Wausau Daily Herald, City Pages, and  
FAXED TO: Other Media Groups  
FAXED BY: H. Wilde  
FAXED DATE: July 10, 2018  
FAXED TIME: 3:25 pm

NOTICE POSTED AT COURTHOUSE  
BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, July 16, 2018. Wausau Community Room, Marathon County Public Library.

Present: Scott Winch, Gary Beastrom, Sharon Hunter, Alison Morrow, MaiGer Moua, Katie Rosenberg, Kari Sweeney, Ralph Illick

Excused:

Others: Matthew Derpinghaus, Leah Giordano, Heather Wilde

The meeting was called to order at 12:01 by Scott Winch.  
Scott Winch welcomed visitors to the meeting.

**A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the June 18, 2018 meeting. Seconded by Kari Sweeney. Motion carried.**

**A motion was made by MaiGer Moua to approve the Bills & Services report for June 2018. Seconded by Sharon Hunter. Motion carried.**

Public Comments – None

President – No Report

Other Board Members – No Report

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

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – Director Illick reported the next Foundation meeting will be held in September.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

Materials Review Committees/Request for Two Volunteer Board Members

This is a unique request. Our policy allows for library users to challenge materials if they feel they are inappropriate or objectionable in some way. Our policies guide us toward specific steps in such instances. What we've done in this situation, a patron felt like we had material on a children's new book display that wasn't appropriate. This was the patron's assessment. We did the first step of what our policy requires, which is to form a review committee of library team members. The team put together reviews of the item, the report from the team recommended that we treat the item as we have. When I reported back to the patron, they were not satisfied with the recommendation. The next step would be to continue the review process with two library board members and three library staff

members. What I am asking for today is two volunteers from this board to work with our committee. Kari Sweeney and Katie Rosenberg volunteered to be on the materials review committee.

**A motion was made by Scott Winch to Accept Board of Trustee Members, Kari Sweeney and Katie Rosenberg as reviewers. Seconded by Alison Morrow. Motion carried.**

#### PLSR Update/Two Potential Models Summarized

You have two models in front of you, model W and model Y. Director Illick explained the history for the new trustee members.

The idea behind Model W is we would be able to recommend modifying the existing the statutes, this way there would be more equity. One of the concerns is that those who are in a rural setting, they don't get the attention they need from their systems. Here at this library we have staff which design our brochures, we are already paying Wisconsin Valley Library Service (WVLS) for those resources. This is the same thing with our IT area. There are staff who keep our phones and computers running, but that is a part of our agreement with WVLS. We pay for a service even though we do not need it. WVLS is generally helping those that need it the most. So by redesigning the systems and staying with what we have, smaller libraries might have more opportunities for standardized services.

Model Y would bring it down to between six and eight consortiums, which would be balanced out better and governed at the state level. The difference between the two in my opinion is model Y gives more opportunity for better equity by building the system over again. In the Y model they would address more directly the delivery systems. This would be a chance to get rid of some old practices.

I will be working with the modeling group in Stevens Point on July 30-31.

#### Roof/Solar Update

There is a project that allows public libraries to find investors in the community who take a tax write off for providing the funding to get the library solar panels. Over time the investors reap the benefits. At the end of a six year cycle the library, could at a lower rate buy back the solar panels that have been augmenting their power bills.

All of that sounds great, but we have already saved money with converting our library to all LED lighting. If we need solar panels I would like to present it to our foundation instead of having investors involved.

#### Roof Repairs Update

We are working on getting a roof. Dan in Facilities has the RFP put together. The exterior leaks have been addressed. Once the new roof is finished, the areas inside of the library that have seen the water damage can be repaired.

#### L.E.N.A Upcoming Sessions Preparation

We are currently meeting every other every other week all we are all set to get started in the fall. We have an opportunity to do three cohorts instead of the two this time. At least one session will be here at the library and the other two sessions out in the community.

ADRC/New Director Jonette Arms meeting

The new director comes to us via Milwaukee. She has been involved in ADRC types of things for a long time. We will find ways that we can partner with them through programs and communicate with our patrons on what ADRC does.

Early Literacy Center Ribbon Cutting

We had our ribbon cutting with the Wausau Early Birds Rotary Club, Community Foundation of North Central WI and MCPL Foundation all having representatives there. It was a great gathering and there has been some great feedback from the community. If you haven't seen it please stop in and see it. We are really doing a good job about getting the word out in the community of the importance of early childhood development.

Announcements – None

Request for Future Agenda Items - None

**A Motion was made by MaiGer Moua to adjourn the meeting at 12:33 p.m. Seconded by Sharon Hunter. Motion carried.**

A handwritten signature in black ink, appearing to read 'ERL', is written above a horizontal line.

Library Director