

**Marathon County Public Library**

**Director's Report**

**March 2019**

Included here are the "*Director's Activities*", "*Next Month Director's Activities*" and "*Library Projects, Programs, Events*" sections of the February 2019 Marathon County Public Library Director's Report, and agendas/approved minutes.

If you are interested in reading the entire Director's Report for February 2019, please visit the Marathon County Public Library website via the link below.

<https://www.mcpl.us/sites/default/files/attachments/mcpl-board-packet-2019-02.pdf>

**Director's Activities:**

1-21-19 Marathon County Public Library Board of Trustees Meeting  
1-22-19 Early Years Coalition Planning Committee Meeting  
1-27-19 Friends of the Marathon County Public Library Board (Annual) Meeting  
1-(25-29)-19 ALA Mid-Winter Conference (Seattle)  
2-5-19 RFP Opening and Scoring w/Building Committee  
2-7-19 Monthly agenda meeting with Library Board President  
2-11-19 SRLAAW Meeting/Madison  
2-12-19 Library Legislative Day  
2-13-19 RFP Finalist Interview  
2-14-19 RFP Finalist Interview  
2-15-18 County Department Heads Meeting  
2-18-19 Marathon County Public Library Board of Trustees Meeting

**NEXT MONTH DIRECTOR'S ACTIVITIES:**

2-18-19 Marathon County Public Library Board of Trustees Meeting  
2-19-19 Early Years Coalition Planning Committee Meeting  
TBD Policy reviews w/Leah and Matt  
TBD Monthly agenda meeting with Library Board President  
2-20-19 Milwaukee Public Library reps here for LENA introduction  
2-25-19 Friends of the Marathon County Public Library Board (Annual) Meeting  
TBD Marathon County Public Library Foundation Meeting  
3-7-19 Environment, Education, EDC Meeting  
3-14-19 MCPL Foundation Board Meeting  
3-17-19 Marathon County Public Library Board of Trustees Meeting  
3-19-19 Early Years Coalition Steering Committee Meeting  
3-20-19 LIFE Report Steering Committee Meeting  
3-21-19 County Department Heads Meeting

**LIBRARY PROJECTS, PROGRAMS, EVENTS:**

RFP for Interior Design at HQ and Branches schedule:

**CALENDAR OF EVENTS**

- Release of RFP Monday, December 17, 2019
- RFP Advertisement Monday, December 17, 2019
- **Architectural meeting Tuesday, January 8, 2019 10:00AM**
- **Deadline for Receipt of Questions Tuesday, January 15, 2019 4:30PM**
- Cut-off for issuance of addenda Friday, January 18, 2019 4:30PM
- **Proposal Submission Deadline Tuesday, January 22, 2019 2:00PM**
- Selection of short-listed firms Week of February 4, 2019
- Scheduling short-listed firms for interviews Week of February 11, 2019
- Firm Interviews if required Week of February 18, 2019
- Ranking of Firms/Awarding of contract Week of February 25, 2019
- Completion of contract negotiations Two weeks after rankings
- Consultant begins planning preparation One week after contract completion
- Project Completion Three months after contract is executed

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

Library Legislative Day was Tuesday, February 12, 2019.

Innovative Users Group (IUG) is in Phoenix, AZ from May 5-7.

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

Updates on the Public Library System Redesign Project can be found at:  
<http://www.plsr.info/>

Letters and notes are posted at the Library Board Meeting.



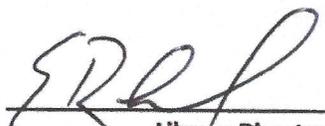
COUNTY OF MARATHON  
WAUSAU, WISCONSIN

**OFFICIAL NOTICE AND AGENDA**

of a meeting of the Marathon County Public Library Board of Trustees,  
Monday, December 17, 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) Roof Repairs Update – For Discussion and Informational Purposes Only
8. (10 minutes) Nominating Committee – For Discussion and Possible Action
9. (10 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
10. (10 minutes) Toward One Wisconsin Update – For Discussion and Informational Purposes Only
11. (10 minutes) EEED Committee Update – For Discussion and Informational Purposes Only
12. (10 minutes) RFP Update – For Discussion and Informational Purposes Only
13. (20 minutes) PLSR Update – For Discussion and Informational Purposes Only
14. Announcements
15. Request for Future Agenda Items
16. Next Meeting Dates
  - Monday 01/21/2019
  - Monday 02/18/2019
  - Monday 03/18/2019
  - Monday 04/15/2019
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: December 11, 2018  
FAXED TIME: 2:25 pm

NOTICE POSTED AT COURTHOUSE

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, December 17, 2018. Wausau Community Room, Marathon County Public Library.

Present: Sharon Hunter, Alison Morrow, MaiGer Moua, Katie Rosenberg, Ralph Illick

Excused: Scott Winch, Gary Beastro, Kari Sweeney

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, Sarah Thurs

The meeting was called to order at 12:01 by Alison Morrow.  
Alison Morrow welcomed visitors to the meeting.

**A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the November 19, 2018 meeting. Seconded by MaiGer Moua. Motion carried.**

**A motion was made by MaiGer Moua to approve the Bills & Services report for November 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.

- We will get to agenda item number twelve, but the context of the RFP will be released today. I will be in Seattle during the ALA Midwinter Conference. I expect to spend a lot of time there with vendors looking for the coolest stuff we could possible do, especially for the technology and makerspace areas.

Board Committees – No Report

Friends of the Library – Director Illick reported the Friends had their holiday brunch today. They are looking forward to the next sale.

MCPL Foundation – Director Illick reported the Foundation will meet in January. I will give them more specifics about what we need from them for the interior project.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Board Member Rosenberg reported that Kari Sweeney will be the new representative on the board.

### Roof Repairs Update

Progress has been made, but we still have more repairs that need to be done. Facilities and Capitol Management reported to the Finance Committee, they found moisture damage behind some panels. The upper roof is done, some little passage ways around the outside of the lower roof that is done. The big area is the lower roof, which they have abandoned until spring. They will then have an architect look at it and figure out what is wrong.

### Nominating Committee

The nominating committee spoke to board members and they would like to nominate Kari Sweeney for Vice President. They will work on the President nomination and should have before the January meeting.

**A motion was made by Katie Rosenberg to accept Kari Sweeney as Vice President. Seconded by Sharon Hunter. Motion carried.**

### L.E.N.A Update

The fall cohorts have finished, there were four different locations. We will be meeting after the holidays to set things up for spring. Updates will be brought back to the board.

### Toward One Wisconsin Update

There is a lot going on with the diversity in the workplace group. We've had more folks asking to put on programs than we had time slots. This will take place on April 11-12 in Milwaukee.

### EEED Committee Update

I will be speaking to the Environment, Education and Economic Development Committee (EEED) about the branch survey so they are aware of what we are doing and why. I will apprise them of the PLSR project and what it means for our library.

### RFP Update

The RFP was posted on December 17. I will notify a few groups about it so they can get us proposals. The RFP includes the branch libraries. We are asking a library design company to give us guidance. The RFP's are due January 22, we will look at the proposals shortly after the date.

### PLSR Update

PLSR was a project that started three years ago. The idea behind it was to talk about ways we can make systems more responsive to libraries. There are 16 different governance models and 16 different systems that work 16 different ways. This doesn't focus on efficiency or maximizing the support. There are 26 libraries in the Wisconsin Valley Library Service consortium and we are 40% of the consortium. If we were part of the South Central Library system, their governance model is weighted and everyone based on their participation gets weighted voting. Every service they provide is ala-cart, so if you're not getting it you're not paying for it. What I will be doing and also ask this board to do is start considering how we might be better served by being a member of another system. The PLSR group has released a draft of what their recommendations will be. I did include the website link in my monthly report.

What I ask this board to do over the coming months is to review our different options. It does take about a year to merge with another library system. One of the challenges that we

have is that our perspective, our needs as a library are not aligned with the libraries in our consortium. I am really going to focus on what we could get from a consortium that would be more aligned with what we need.

There were additional discussions among the Library Director and Library Board Members regarding this topic

Announcements - This is Alison's last meeting, thank you for your service.

Request for Future Agenda Items - None

Vice President Morrow moved to adjourn the meeting.

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

Library Director



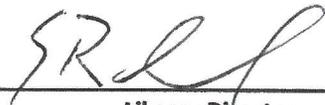
COUNTY OF MARATHON  
WAUSAU, WISCONSIN

**OFFICIAL NOTICE AND AGENDA**

of a meeting of the Marathon County Public Library Board of Trustees,  
Monday, January 21, 2019 at 12:00 noon  
Library Headquarters, Wausau Community Room.

AGENDA

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2. Acknowledgement of Visitors
3. Approval of Minutes
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5. (15 minutes) Public Comments
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10. (10 minutes) EEED Committee Update – For Discussion and Informational Purposes Only
11. (10 minutes) RFP Update – For Discussion and Informational Purposes Only
12. (20 minutes) PLSR and MCPL Opportunities in the Future – For Discussion and Informational Purposes Only
13. Announcements
14. Request for Future Agenda Items
15. Next Meeting Dates
  - Monday 02/18/2019
  - Monday 03/18/2019
  - Monday 04/15/2019
  - Monday 05/20/2019 – Athens Branch Library
16. Adjournment

Signed:   
Library Director

\*Please note that the Library will be closed, but the meeting will still be open to the public and held in the Wausau Community Room as scheduled.  
\*Please arrive at the library entrance prior to the 12 noon start time if you wish to attend, and staff will guide you to the meeting.  
\*All times are approximate and subject to change  
"Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 715-261-7213."

FAXED TO: Wausau Daily Herald, City Pages, and  
FAXED TO: Other Media Groups  
FAXED BY: H. Wilde  
FAXED DATE: January 16, 2019  
FAXED TIME: 10:30 am

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, January 21, 2019. Wausau Community Room, Marathon County Public Library.

Present: Gary Beastro, Sharon Hunter, MaiGer Moua, Katie Rosenberg, Kari Sweeney, Sarah Thurs, Scott Winch, Ralph Illick

Excused:

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

The meeting was called to order at 12:00 by Kari Sweeney.  
Kari Sweeney welcomed visitors to the meeting.

**A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the December 17, 2018 meeting. Seconded by MaiGer Moua. Motion carried.**

**A motion was made by Katie Rosenberg to approve the Bills & Services report for December 2018. Seconded by Sharon Hunter. Motion carried.**

Public Comments – None

Past 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 – Director Illick reported that there will be a book sale coming up in February. The group is doing great and raising money.

MCPL Foundation – Director Illick reported there was a meeting to be held in January, one person showed up for the meeting. There have been communications through email on a next meeting date.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report handed out at the meeting. Board Member Sweeney attended her first meeting.

### Nominating Committee

The nominating committee would like to nominate Sharon Hunter for President for the next year.

**A motion was made by Katie Rosenberg to elect Sharon Hunter as the Library Board President. Seconded by Kari Sweeney.**

**A motion was made by Scott Winch to close the nominations. Seconded by Katie Rosenberg.**

### L.E.N.A Update

Beginning the week of February 4, we will start a new 13 week cycle. There will be four different cohorts, we had hoped that one of our branches would hold a session, but we weren't able to get one this time. The cohorts will meet at Weston Elementary, Achieve Center and two at the library. The group has made some great progress throughout the community.

### Toward One Wisconsin Update

The program is moving right along. The county will be presenting MLK Day On program. I will be working with another group as a moderator. There will be two days' worth of sound programming across four different tracks. Over 100 sessions are scheduled, we hope to have 500 people from across the state attend.

### EEED Committee Update

The library falls under this committee. A conversation has already been had with Sara Guild about talking with the whole group. My intention is to talk with the group about the PLSR and where it leaves our library and the system. Our branches survey and what our intention is to best determine service needs and how to operationally provide the best service at all of our branches. Lastly I will be talking with them about the RFP.

### RFP Update

The RFP is out and proposals are due January 22. We are expecting to receive competitive bids from firms who have experience in libraries. The idea being to standardize the shelving throughout the building, upgrade the finishing and public furnishings. We would also like all of the major service points to be modernized. The branches will be a bit different, but will get attention. There is a building committee who will look over the bids in February. The committee who consists of; Scott Winch, Gary Beastrom, Troy Torgerson, Tom O'Neill and I will review the bids and make a final decision.

### PLSR and MCPL Opportunities in the Future

I did talk at the last meeting about the upcoming final report for PLSR. My belief is we could benefit from being part of a different system. The system we are currently in is highly responsive to the other libraries. I would like for us to be in a system where we are able to calibrate with and work with libraries of a similar size. There are a lot of opportunities for us if we take a look at joining the South Central System.

In the report there is a star in the center of the map regarding deliveries, noting that we would be a great place to be a part of the state wide delivery system. I received a call from the director of the South Central System. The vendor they use for the northern part of the state will be getting out of the library delivery services. The director asked if we could have

a conversation about potentially being a hub for the state wide delivery system. It would give us an opportunity to be part of something bigger. As I mentioned before we don't receive services that we pay for. That doesn't happen in the South Central System, everything is prorated and ala-carte.

I ask that we start looking at this during the 2019 calendar year. It does take a whole calendar year by statute to change systems.

There were additional discussions among the Library Director and Library Board Members regarding this agenda item.

Announcements – None

Request for Future Agenda Items - PLSR

**A Motion was made by Scott Winch to adjourn the meeting at 12:50 p.m. Seconded by Gary Beaström. Motion carried.**

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

Library Director