

Marathon County Public Library

Director's Report

August 2019

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

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

<https://www.mcpl.us/sites/default/files/attachments/mcpl-board-packet-2019-07.pdf>

Director's Activities:

6-17-19 Marathon County Public Library Board of Trustees Meeting
6-18-19 Early Years Coalition Steering Committee Meeting/cancelled
6-20-19 Engberg Anderson on site
6-21-19 County Department Heads Meeting
6-21-19 County Overcoats Meeting/Courthouse
7-2-19 Transition Team Meeting/DCR
7-8-19 Monthly agenda meeting with Library Board President
7-8-19 WI State Budget Rollout Press Conference/WCR
7-10-19 Culture Action Planning Committee Meeting/Courthouse
7-11-19 Marathon County Public Library Foundation Meeting/DCR
7-15-19 Friends of the Marathon County Public Library Board Meeting
Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

7-15-19 Marathon County Public Library Board of Trustees Meeting
7-16-19 Early Years Coalition Steering Committee Meeting
7-19-19 County Department Heads Meeting
TBD Policy reviews w/Leah and Matt
TBD Monthly agenda meeting with Library Board President
7-26-19 Friends of the Marathon County Public Library Board Meeting
8-2-19 SRLAAW/WCR
8-19-19 Marathon County Public Library Board of Trustees Meeting

LIBRARY PROJECTS, PROGRAMS, EVENTS:

Engberg Anderson is working on design plans for upcoming renovations

UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:

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, March 18, 2019 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) Local Schools Attending Summer Library Programs Update – For Discussion and Informational Purposes Only
8. (10 minutes) Patron Concerns about Parking – For Discussion and Possible Action
9. (10 minutes) Policy 6.06 – For Discussion and Possible Action
10. (10 minutes) 2019 Budget Update – For Discussion and Possible Action
11. (10 minutes) Year End Budget Transfer – For Discussion and Possible Action
12. (10 minutes) RFP Update – For Discussion and Informational Purposes Only
13. (10 minutes) L.E.N.A Update (Milwaukee Public Library Visit) – For Discussion and Informational Purposes Only
14. (10 minutes) WI Secretary of Transportation Craig Thompson visit March 7 – For Discussion and Informational Purposes Only
15. (10 minutes) Statewide Delivery System Project – For Discussion and Informational Purposes Only
16. Announcements
17. Request for Future Agenda Items
18. Next Meeting Dates
 - Monday 04/15/2019
 - Monday 05/20/2019 – Athens Branch Library
 - Monday 06/17/2019
 - Monday 07/15/2019
19. Adjournment

Signed: _____

Library Director

*All times are approximate and subject to change

“Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 715-261-7213.”

FAXED TO: Wausau Daily Herald, City Pages, and _____

FAXED TO: Other Media Groups _____

FAXED BY: H. Wilde _____

FAXED DATE: March 12, 2019 _____

FAXED TIME: 1:10 pm _____

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, March 18, 2019. Wausau Community Room, Marathon County Public Library.

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

Excused: Scott Winch

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

The meeting was called to order at 11:59 a.m. by Sharon Hunter. Sharon Hunter welcomed visitors to the meeting.

A motion was made by MaiGer Moua to approve the Board of Trustee minutes from the February 18, 2019 meeting. Seconded by Katie Rosenberg. Motion carried.

A motion was made by Katie Rosenberg to approve the Bills & Services report for February 2019. Seconded by Kari Sweeney. Motion carried.

Public Comments – None

President – No Report

Other Board Members – Board Member Moua reported that she is part of Marathon County GARE (Government Alliance on Race and Equity). The purpose is to learn more about how government plays a part in creating racial equity.

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

- In June the County will form a committee on how departments and government agencies respond to weather situations. The library will have people represented on the committee.

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – Director Illick reported the Foundation met on March 14. They agreed to commit up to \$250,000 for our technology updates.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report handed out at the meeting. Board Member Sweeney reported the WAPL meeting will be held in Rothschild this year. The WVLS board did share some concerns regarding MCPL potentially changing systems.

Local Schools Attending Summer Library Programs Update

There was a situation last year during SLP. We were caught off guard with large groups from local schools attending the programs, but didn't communicate with us regarding their attendance. We welcome all, but we only have a certain capacity in the community room. We want to work together with larger groups and maybe a deal can be reached with the performers and schools.

Patron Concerns about Parking

An email was received from a patron regarding limited parking at MCPL. The individual proposed the vacant lot to the west side be considered for handicap and elderly parking. We have by code a specific number of parking spaces for our facilities. We would like to have more prominent flashing lights for crossing the streets. A suggestion was to have conversations with those that oversee the parking and traffic downtown to see what could be done.

No motion was made

Policy – Board Meeting Minutes to Staff (6.06)

A motion was made by Katie Rosenberg to accept the changes made to the policy as presented. Seconded by MaiGer Moua. Motion carried.

2019 Budget Update

There were challenges. We have an agreement to work together with Facilities and Capital Management to come up with a budget. The budget report in January, it was noticed that the Facilities portion for staff was zero. There were emails sent to Finance and Facilities, it was decided by Facilities that the budget wouldn't change. The reasons for the change is, ease of accounting so everything is in one account and for CIP funds. Under Section 43, it states that libraries are to keep left over money. We have done things to the library to improve efficiencies and save money. The budget needs to be relevant.

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

No motion was made

Year End Budget Transfer

You will see on the report that Maintenance and Personnel/Operating have left over money from 2018. The personnel number is because of the turn over within the last couple of years.

A motion was made by Gary Beaström to accept the Year End Budget Transfer as presented. Seconded by MaiGer Moua. Motion carried.

RFP Update

Board Member Beastrom was able to help narrow the proposals down. There is a contract in process with Engberg Anderson. Once it is done we can start on designs which should be ready in early summer and renovations completed before the end of 2019.

L.E.N.A Update (Milwaukee Public Library Visit)

The L.E.N.A program is going great. The Milwaukee Public Library did not visit because of the weather. We will try and reschedule sometime in April.

WI Secretary of Transportation Craig Thompson visit March 7

Someone from the Department of Transportation at the state level saw a blog on the transportation theme written by Laura L. They paid a visit to see our early literacy center.

Statewide Delivery System Project

The first meeting was rescheduled because of the weather, but we should be meeting on March 27. We will figure out how to make MCPL the North Central hub for statewide deliveries.

Announcements

In April the board will need to review the committee list.
PLSR has released their reports.

Request for Future Agenda Items

2019 Budget

A Motion was made by Sarah Thurs to adjourn the meeting at 1:01 p.m. Seconded by MaiGer Moua. Motion carried.



Library Director



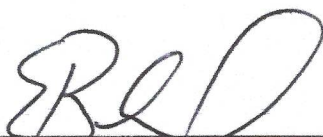
COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

of a meeting of the Marathon County Public Library Board of Trustees,
Monday, April 15, 2019 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 (WLTFF)
 - H. Wisconsin Valley Library Service
7. (10 minutes) New Rollout of Children’s Backpack Program – For Discussion and Informational Purposes Only
8. (10 minutes) Harry Potter Program – For Discussion and Informational Purposes Only
9. (10 minutes) Budget Issues Update – For Discussion and Informational Purposes Only
10. (10 minutes) Review Committee Memberships – For Discussion and Possible Action
11. (10 minutes) RFP Update – For Discussion and Informational Purposes Only
12. (10 minutes) Deliveries Meeting Update – For Discussion and Informational Purposes Only
13. (10 minutes) Staff Day Update – For Discussion and Informational Purposes Only
14. (10 minutes) Parking Issue Update – For Discussion and Informational Purposes Only
15. Announcements
16. Request for Future Agenda Items
17. Next Meeting Dates
 - Monday 05/20/2019 – Athens Branch Library
 - Monday 06/17/2019
 - Monday 07/15/2019
 - Monday 08/19/2019
18. Adjournment

Signed: 
Library Director

*All times are approximate and subject to change
“Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 715-261-7213.”

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: H. Wilde
FAXED DATE: April 09, 2019
FAXED TIME: 12:27 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, April 15, 2019. Wausau Community Room, Marathon County Public Library.

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

Excused:

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

The meeting was called to order at 11:58 a.m. by Sharon Hunter.
Sharon Hunter welcomed visitors to the meeting.

A motion was made by Kari Sweeney to approve the Board of Trustee minutes from the March 18, 2019 meeting. Seconded by MaiGer Moua. Motion carried.

A motion was made by Katie Rosenberg to approve the Bills & Services report for March 2019. 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 – No Report

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – No Report

New Rollout of Children's Backpack Program

About six months ago, I received a visit from the sheriff's department. A non-profit organization approached the sheriff's department with a larger backpack than the one sitting in front of you. The organization told the sheriff's department they can have these backpacks to keep in their squad cars. When they come upon a scene where there might be a small child, there are a couple books to occupy the child. The program costs \$150.00 for one backpack that has ten smaller backpacks in it. The department doesn't have to raise the money, the non-profit does this. They solicit businesses in the community for the funds. After looking into the non-profit a bit more, the library has decided to come up with something of our own. The Business Manager came up with the logo and we have put a small amount of money into this little bag. Tom will be meeting with the sheriff's

department soon to get them into the deputy's vehicles and working with community members to get them into the Neighbors Place and the Women's Community Center.

Harry Potter Program

Library Services put together an escape room which ran two days. The only complaint was we did not run it long enough for all that wanted to attend. We will hold another escape room this summer since it was such a big hit.

Budget Issues Update

A conversation was had with County Administrator Karger. He will work with the Finance department on the issues we have.

Review Committee Memberships

Education Committee: Kari Sweeney and Sarah Thurs

Personnel Committee: Sharon Hunter, Scott Winch and Katie Rosenberg

Building Committee: Scott Winch and Gary Beastron

Nominating Committee: Sharon Hunter, MaiGer Moua and Kari Sweeney

A motion was made by Scott Winch to accept the Membership Committees. Seconded by Katie Rosenberg. Motion carried.

RFP Update

Engberg Anderson has received the drawings of our branch libraries. There will be a conference call regard the designs.

Deliveries Meeting Update

A meeting was held with South Central, Indianhead and WVLS. There was talk about the general parameters to add MCPL as the northern hub. This is for general delivery process only, not moving to South Central. There are five sections for deliveries in the region. This would potentially take over all WVLS deliveries and limit it to one vendor.

Staff Day Update

This year our staff development day will be held on Friday, September 20. We will have staff training for the second half of the day and for the first half we will incorporate technology. We have arranged for Fredi Lajvardi to come and speak during the first half of the day. There will be 65 invitations going out to the Marathon County Public Library Board of Trustees, Friends of Marathon County Public Library, Marathon County Foundation Board, and community members to come and listen.

Parking Issue Update

I've met with Mr. Sippel regarding the parking issue. There are more aggressive pedestrian signs, but not much more we can do about parking concerns as we are already promoting where library patrons can park besides the library parking lot. We can work with the City of Wausau to get more prominent pedestrian signs. There will be a cost shared with the City of Wausau, this is an agreement they have worked out with others.

Announcements

Board Member Moua shared her experience at the Toward One Wisconsin meeting in Milwaukee WI. One of the meetings attended was focused on libraries. Merrill and Sun Prairie Public Libraries shared they have been working on ways to be more inclusive to not only making services accessible, but also looking internally at their staffing to see if it is inclusive in its representing the community. They showed a survey from DPI to review to see if they are making any gains toward becoming an inclusive system. Sun Prairie did mention that since last year they have been fine free.

Request for Future Agenda Items

- Budget

A Motion was made by Sarah Thurs to adjourn the meeting at 12:39 p.m. Seconded by MaiGer Moua. Motion carried.



Library Director



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA
of a meeting of the Marathon County Public Library Board of Trustees,
Monday, May 20, 2019 at 12:00 noon
Athens 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. (10 minutes) Renovations Project Update – For Discussion and Informational Purposes Only
8. (10 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
9. (10 minutes) Roof Update – For Discussion and Informational Purposes Only
10. (10 minutes) WI-Fi at Branches Request by Farmer’s Union – For Discussion and Possible Action
11. (10 minutes) Culture Survey – For Discussion and Informational Purposes Only
12. (10 minutes) Budget Update – For Discussion and Informational Purposes Only
13. Announcements
14. Request for Future Agenda Items
15. Next Meeting Dates
 - Monday 06/17/2019
 - Monday 07/15/2019
 - Monday 08/19/2019
 - Monday 09/23/2019
16. Adjournment

Signed: 
Library Director

*All times are approximate and subject to change
“Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 715-261-7213.”

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: H. Wilde
FAXED DATE: May 14, 2019
FAXED TIME: 9:17 a.m.

NOTICE POSTED AT COURTHOUSE
BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, May 20, 2019. Athens Branch Library.

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

Excused: MaiGer Moua

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, Rob Menzer, Joy Redmann, Nathan Brost

The meeting was called to order at 12:02 by Sharon Hunter.
Sharon Hunter welcomed visitors to the meeting.

A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from the April 15, 2019 meeting. Seconded by Scott Winch. Motion carried.

A motion was made by Kari Sweeney to approve the Bills & Services report for April 2019. Seconded by Katie Rosenberg. Motion carried.

Public Comments –

Joy spoke about supporting any efforts to get strong and secure internet to the area. Nathan wants to get the input from the County as to what they can do from a standpoint of a school district to make the partnership better.

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 from the Personnel Committee meeting.

Friends of the Library – Director Illick reported that the Friends recently had a book sale, but we have received no figures yet.

MCPL Foundation – Director Illick reported the Foundation did meet, there are two new members. They have been updated on the building renovations and on L.E.N.A. We will be having a speaker for our staff day and the Foundation agreed to pay for half of his fee.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet

Renovations Project Update

Engberg Anderson has visited seven of the branches. They will be visiting Hatley at the end of the month. They are working on the designs, there have been good ideas given from staff.

L.E.N.A Update

We wrapped up the spring 2019 cohort session. We will be holding a summer session from June 19 through August 21. There are eight families signed up, thirteen to fourteen children so far. Milwaukee Public Library are going to give L.E.N.A a try, we will be helping them out at getting it a going. The tentative fall sites are: one at the main library, Head Start, the Community of Edgar through their school, Achieve Center, North Central Health Care or Greenheck or a possible other site.

Roof Update

We do have some structural issues on the roof. Not with the roof itself, but with the surrounding architecture around the roof. The engineers are looking to see what the best move forward will be.

WI-FI at Branches Request by Farmer's Union

Board Member Rosenberg explained the request from the farmer's union regarding rural broadband. Kids in schools are given devices to use, but there is no internet available where they live. They can run the devices off of cell phones, but they use up all of their data half way though the month. The rural areas do not have the same quality of access they need. The group mentioned that they can drive to the local library, but the WI-FI gets turned off at a certain time.

Director Illick explained that we can certainly control the WI-FI by location. We did have a couple of occurrences of vandalism when we did have our WI-IF on all the time. We could have WI-FI on all the time at each location with the approval of the municipality and law enforcement, but we would need their full support. The branch coordinators will talk with the municipal officials and we will get everything in writing.

No motion was made.

Culture Survey

If you look at the handouts, there have been improvements in 2019 since 2017 and 2015. I appreciated the work that the management team has done. Everyone works really hard to be a part of a team.

Budget Update

We have heard nothing regarding the budget with Facilities and Capital Management.

Announcements – None

Request for Future Agenda Items -

- Budget
- WI-FI

A Motion was made by Gary Beaström to adjourn the meeting at 12:30 p.m. Seconded by Katie Rosenberg. Motion carried.



Library Director