

**Marathon County Public Library**

**Director's Report**

**November 2019**

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

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

<https://www.mcpl.us/sites/default/files/attachments/mcpl-board-packet-2019-10.pdf>

**Director's Activities:**

9-16-19 Marathon County Public Library Board of Trustees Meeting  
9-17-19 Early Years Coalition Steering Committee Meeting  
9-20-19 Staff Development Day  
9-23-19 Friends of the Marathon County Public Library Board Meeting  
10-9-19 SRLAAW  
10-10-19 WLA Annual Conference  
10-11-19 WLA Annual Conference  
10-11-19 Monthly agenda meeting with Library Board President  
10-18-19 County Department Heads Meeting  
10-21-19 Marathon County Public Library Board of Trustees Meeting

**NEXT MONTH DIRECTOR'S ACTIVITIES:**

10-21-19 Marathon County Public Library Board of Trustees Meeting  
10-22-19 Early Years Coalition Steering Committee Meeting  
TBD Policy reviews w/Leah and Matt  
TBD Monthly agenda meeting with Library Board President  
11-15-19 County Department Heads Meeting  
11-18-19 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:**

WLA (Wisconsin Library Association) Annual Conference was October 8-11, 2019 @ Kalahari Convention Center, Wisconsin Dells

**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, August 19, 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. (30 minutes) Corporation Counsel Discussion of County Agreements and Budget Process – For Discussion and Possible Action
8. (20 minutes) County Facilities Department Update on Roofing and Air Quality Tests – For Discussion and Informational Purposes Only
9. (10 minutes) Branch Libraries Staffing and Hours Discussion of Survey Results – For Discussion and Informational Purposes Only
10. (10 minutes) L.E.N.A Update – For Discussion and Informational Purposes Only
11. ( 5 minutes) Updated County Policy for Inclement Weather – For Discussion and Informational Purposes Only
12. ( 5 minutes) Wi-Fi Changes Update – For Discussion and Informational Purposes Only
13. Announcements
14. Request for Future Agenda Items
15. Next Meeting Dates
  - Monday 09/23/2019
  - Monday 10/21/2019
  - Monday 11/18/2019
  - Monday 12/16/2019
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: August 9, 2019  
FAXED TIME: 11:45 a.m.

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



Regular meeting of the Marathon County Public Library Board of Trustees, Monday, August 19, 2019. Library Headquarters, Wausau Community Room.

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, Craig Christians

The meeting was called to order at 12:00 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 July 15, 2019 meeting. Seconded by MaiGer Moua. Motion carried.**

Board Member Sweeney attended the WVLS Board meeting and their board requested that we modified our bills and services report for the last three years to show the WVLS collection development enhancement grant.

**A motion was made by Kari Sweeney to approve the Bills & Services report for July 2019, along with the recommendation to include WVLS collection development enhancement grant. Seconded by MaiGer Moua. Motion carried.**

Public Comments – None

President – No Report

Other Board Members – Board Member Thurs wanted to add a follow-up from last month's meeting regarding the recycling for the 3D printers. The donated plastic from the compost bins was deemed to be not processed enough for 3D printers.

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

- A comment form from an out of town patron was shared with the Board of Trustees.
- The tentative staff day agenda was handed out.

Board Committees – No Report

Friends of the Library – Director Illick reported the Friends held a book sale the first week in August.

MCPL Foundation – Director Illick reported the Foundation will be meeting on September 12.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Information handed out at the meeting. Board Member Sweeney also reported that the strategic plan and budgeting for 2020 was discussed. They also have a concern of MCPL moving to the South Central System.

Corporation Counsel Discussion of County Agreements and Budget Process

Due to a conflict Corporation Counsel is not able to attend this month's meeting. We will invite him to the September Library Board meeting.

County Facilities Department Update on Roofing and Air Quality Tests

Craig Christians gave a brief history. In the summer of 2018, there was a project to replace the EPM roofs on the second and third floors. While opening the two roofs, they found water infiltration coming down the walls of the building. More investigation was needed to determine how and why water was getting in. In March 2019 an RFP was done for engineering and testing. A company was hired to do water infiltration testing on the building. The main problems were the dormers on the third floor, windows and doors on the first on second floors, and flashing behind and below third floor walls.

There has been a concern about mold in the building. North Star Environment did testing in seven locations throughout the building in March 2019. According to the report, typically the threshold level for appropriate indoor air quality is between 1,000 – 1,500 sp/m<sup>3</sup>. There was one area at 600 on the third floor, but the rest came back at 100 or less. The Facilities Department will submit a request to the Human Resources and Finance Committee for special financing of needed repairs.

Branch Libraries Staffing and Hours Discussion of Survey Results

We have put a lot of energy into this. The big challenges at branches were two things, one was the hours were set in the 1970's and the other would be safety and security for staff is a must.

Leah handed out a brief overview of the staffing and hours proposal. We would like consistency with hours. If you couldn't make it to a certain branch there would be another one close by, paired branches. The paired branch hours would be opposite hours, either 10:00-4:00 or 1:00-7:00, with the exception of Rothschild. Saturday hours would be available at all locations. Safety and security is a priority, this would give us a chance to have overlapping coverage.

There were additional discussions regarding this agenda item.

Director Illick would like all Board of Trustees to take a month to process everything and make a decision in September.

L.E.N.A Update

This week is the end of the summer session. We will have two cohorts starting here at Wausau the week September 16. We will have cohorts in the Edgar community, Head Start, and at the Achieve Center in Wausau.

Updated County Policy for Inclement Weather

The County is acknowledging who we are and the safety and security of our employees. The library has been doing exactly what the new updates are to the inclement weather policy.

Wi-Fi Changes Update

We have had Wi-Fi turned on all the time at the branch libraries, the only thing we have been noticing is notices from Federal Communication Commission. Someone is downloading copy righted material illegally.

Announcements

We will be talking more on the interior project with Corporation Counsel here. Board Member Moua shared a couple positive experiences she has had at the library.

Request for Future Agenda Items - None

**A Motion was made by MaiGer Moua to adjourn the meeting at 1:04 p.m. Seconded by Sarah Thurs. Motion carried.**

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

Library Director