



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**of a meeting of the Marathon County Public Library Task Force Library System Inquiry,
Monday May 18, 2020 at 11:00 a.m.**

Library Headquarters, Wausau Community Room.

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Library Task Force members and the public to attend this meeting remotely. To this end, instead of attendance in person, Library Task Force members and the public may attend this meeting by **computer or telephone conference**. If Library Task Force members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees. Persons wishing to attend the meeting by computer or phone may log or call into the **conference beginning five (5) minutes prior to the start time indicated above using the following website: <https://global.gotomeeting.com/join/860403261> or number: [1-866-899-4679](tel:1-866-899-4679). Access Code for dialing in: 860-403-261.**

When you enter the conference, **PLEASE PUT YOUR COMPUTER AND PHONE ON MUTE!**

AGENDA

- 1. Call to Order**
- 2. The Public Comment portion of the agenda has been temporarily suspended, pursuant to Marathon County Resolution # R-29-20, dated April 21, 2020, because the technology necessary to afford the public the opportunity to address the County Board, or its subgroups, during public Comment is difficult to guarantee, if a large number of individuals have elected to call in.**
- 3. Approval of Minutes**
- 4. Review of System Membership Costs Spreadsheet**
- 5. Review of S. Schultz' Statistical Report**
- 6. Discussion of June Topic: Innovation, Organization Excellence**
- 7. Revised Future Meeting Dates and Topics:**
 - June 15: Innovation, Organization Excellence**
 - July 20: System Governance**
 - August 17: Service to Customers Internal and SWOT Analysis and Summary**

8. Adjournment

Signed: /s/ Mark Arend
Committee Chair or Designee

*NOTICE - Pursuant to Wis. Stat. Section 19.84(2) and (3), notice is hereby given to the public that a quorum of the Marathon County Public Library Board of Trustees may be in attendance. No action will be taken.

*All items on the agenda are considered action items, regardless of action taken.

*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 13, 2020

FAXED TIME: 2:45 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, May 18, 2020. Library Headquarters, Wausau Community Room.

Present: Mark Arend, Gary Beastro (remote), Rebecca Frisch (remote), Sharon Hunter, Shannon Schultz (remote), Scott Winch (remote)

Excused:

Others: Ralph Illick, Matt Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 8 remote visitors

The meeting was called to order at 11:00 by Mark Arend.
Mark Arend welcomed visitors to the meeting.

Public Comments – Temporarily Suspended

Approval of Minutes

A motion was made by Sharon Hunter to approve the MCPL Task Force Library System Inquiry minutes from March 16, 2020. Seconded by Rebecca Frisch. Motion carried.

Review of System Membership Costs Spreadsheet

Mark put together a couple documents that compare the costs between the two systems. The costs for system services are broken down between; ILS, Network, Delivery and Overdrive. There is also comparison between the two systems on grants and other funding available.

More detailed information will be provided in June on these reports.

Review of S. Schultz; Statistical Report

Shannon Schultz had updated the document that was shared from March. Information was originally pulled together from the 2019 Annual Report data for the two library systems. The document handed out shows a brief comparison of both systems with and without MCPL. The information compared was; Total Municipal Population, Total Population, Number of Libraries, Service Outlets, Books in Print, E-Books, Total Holdings: Physical Only, E-Books, Total Holdings w/E-materials, MCPL % of System Holdings.

Discussion of June Topic: Innovation, Organization Excellence

Director Illick explained layers of innovation that will impact the library over the coming years and we would hope we could get support with those. The items that are listed; aged equipment for processing our RFID's, from our ILS we have a need to get into the reporting features that are not accessible at the moment, we would like to know if Koha has the capability to access the information that is needed for old debt. The old debt is no longer collectable, but we have to figure out to identify it first and then retire that old debt.

Future Meeting Dates and Topics:

- June 15: Innovation, Organization Excellence
- July 20: System Governance
- August 17: Service to Customers Internal and SWOT Analysis and Summary

Comments from chat

11:03 a.m. Anne Hamland: @Matt, Is there a way to project the document?

11:03 a.m. Anne Hamland: Or share your screen with the document?

11:09 a.m. Anne Hamland: <https://wvls.org/wp-content/uploads/2020/05/May-18-2020-Financial-Information-for-Task-Force.pdf>

11:10 a.m. Anne Hamland: @matt

11:17 a.m. Marla: Thank you, Mark.

11:35 a.m. Marla: WVLS requests a recording of this meeting. Thank you.

11:35 a.m. Shannon Schultz:
<https://docs.google.com/spreadsheets/d/1hY3JEttT2uyW7Wdgmkd7TKWE-G7A4MXOgzt5yUHKJqM/edit?usp=sharing>

11:37 a.m. Jamie Matczak: It's disappointing that this meeting started to be recorded at 11:35 a.m.

11:44 a.m. Marla: Thank you Shannon!

11:45 a.m. Joshua: Shannon, I will share the apples to apples comparison worksheet I've done to learn about the high pressures on MCPL to supply materials into the existing SCLS membership across every metric... you can analyze it, and utilize any part of it that you find meaningful for future projection efforts.

11:53 a.m. Shannon Schultz: Joshua that would be great

11:53 a.m. Joshua: Our current cycle strategic technology plan is in development and incorporated the needs expressed by member library plans. It would be helpful for this task force to review the MCPL strategic plan as a template for comparison of any service partner's strategic plans.

11:56 a.m. Scott Winch: I would agree with Becky too.

11:58 a.m. Marla: Thank you Becky.

Adjournment

A Motion was made by Sharon Hunter to adjourn the meeting at 11:57 a.m. Seconded by Scott Winch. Motion carried.

/s/ Mark Arend
Committee Chair or Designee

Note: These minutes subject to approval at the next Marathon County Public Library Task Force Library System Inquiry meeting scheduled for June 15, 2020.