



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

**of a meeting of the Marathon County Public Library Task Force Library System Inquiry,
Monday July 20, 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/242994765> or number: [1 866 899 4679](tel:18668994679). Access Code for dialing in: 242-994-765.**

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 WVLS & SCLS Governance and Decision-Making documents**
5. **Discussion of August Topic: Service to Customers Internal and SWOT Analysis and Summary**
6. **Future Meeting Dates and Topics:**
 - **August 17: Service to Customers Internal and SWOT Analysis and Summary**
7. **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: July 15, 2020 _____
FAXED TIME: 3:30 p.m. _____

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, July 20, 2020. Library Headquarters, Wausau Community Room.

Present: Mark Arend (remote), Gary Beastrom, Rebecca Frisch (remote), Sharon Hunter, Shannon Schultz (remote at 11:06 a.m.)

Excused: Scott Winch

Others: Ralph Illick, Matt Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 7 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 June 15, 2020. Seconded by Gary Beastrom. Motion carried.

Review of WVLS & SCLS Governance and Decision-Making documents

WVLS is currently working through a process of changing their voting model from one person, one vote to a weighted voting model. This is where a larger library will have more votes than a smaller library.

Becky Frisch gave an example of the WVLS System Board. They are like the Marathon County Board of Supervisors in making the decisions for what goes on for WVLS. The committees and counsels are subgroups working on different areas. The WVLS System Board would have the power to approve the budget. Mark Arend clarified the WVLS System Board is appointed by the counties, it is either the County Board Chair, County Executive or County Administrator and approved by the full County Board. Under statute the number of people on the board is by population, the more populous counties have more votes. If MCPL did join SCLS, they would have three (3) out of twenty (20) on the System Board. Much of the voting is by clusters, the libraries in a county are considered a cluster. Dane County has more based on their high population. Most counties there is more than one (1) library so they join as one (1) County.

Martha Van Pelt from SCLS pointed out that there are seven (7) counties in SCLS, fifty four (54) member libraries with sixty five (65) sites. Dane County is not a consolidated county, which is what MCPL is. Within Dane County there are twenty (20) independent libraries. Madison is counted as one (1) library, but they have nine (9) locations. Dane County library service is a library that does not have a building, they only do bookmobile. Within Dane County with the twenty (20) libraries they make up sixty percent (60%) of our population, which is why they get more clusters. Based just on the population, Madison has three (3) votes or clusters, and there are sixteen (16) remaining libraries that will be split evenly. Dane County library service provides service to all the unincorporated areas of Dane County, if you don't have a physical building you are served by the bookmobile. Because of that the, library services has two (2) votes due to the high population.

Rebecca Frisch questioned if there is a County in SCLS similar to MCPL. Martha Van Pelt responded that Adams and Portage County are similar because they are consolidated counties.

Mark Arend discussed the cost for services for the systems as the information has been updated from previous months.

Discussion of August Topic: Service to Customers Internal and SWOT Analysis and Summary

This SWOT Analysis is different, the committee is looking at the organizations. Research was done and different types of analysis were found. Questions were developed to guide the committee in doing the SWOT analysis. Complete the SWOT analysis chart in the next two (2) to three (3) weeks and turn back into Mark Arend. The information will be compiled and results will be shared at the August meeting.

Sharon Hunter mentioned that the Task Force was to interview MCPL staff. Should this be done before filling out the SWOT form? Sharon Hunter would like to volunteer Rebecca Frisch to head up the interviews and maybe the committee could come up with some questions. Rebecca Frisch mentioned that the County does have trained facilitators and we could possibly ask for help from one (1) of those County resources. The Library Director will talk with County Administration and coordinate with Mark Arend.

A motion was made by Rebecca Frisch to have the Task Force Chair, the Library Director and Rebecca Frisch meet with a County trained Facilitator to determine the technique needed to obtain information from library staff for use by the Task Force. Seconded by Sharon Hunter. Motion carried.

The Task Force members should set aside the SWOT Analysis until after the library staff have been interviewed.

Future Meeting Dates and Topics:

- August 17: Service to Customers Internal and SWOT Analysis and Summary

Adjournment

A Motion was made by Sharon Hunter to adjourn the meeting at 12:09 p.m. Seconded by Gary Beaström. 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 August 17, 2020.