

Marathon County Public Library

Director's Report

September 2020

Included here are the "*Director's Activities*", "*Next Month Director's Activities*" and "*Library Projects, Programs, Events*" sections of the August 2020 Marathon County Public Library Director's Report, and agendas/minutes from July 2020.

Director's Activities:

7-20-20 MCPL Task Force Meeting #5
7-20-20 Marathon County Public Library Board of Trustees Meeting
7-24-20 County Department Heads Meeting
7-24-20 Resource Library Directors Meeting
8-6-20 Monthly agenda meeting with Library Board President
8-6-20 Extension, Education, and Economic Development Committee Meeting
8-14-20 County Department Heads Meeting
8-17-20 MCPL Task Force Meeting #6
8-17-20 Marathon County Public Library Board of Trustees Meeting

NEXT MONTH DIRECTOR'S ACTIVITIES:

8-17-20 Marathon County Public Library Board of Trustees Meeting
8-21-20 SRLAAW Meeting
TBD Policy reviews w/Managers
TBD Monthly agenda meeting with Library Board President
9-11-20 County Department Heads Meeting
9-21-20 Marathon County Public Library Board of Trustees Meeting

LIBRARY PROJECTS, PROGRAMS, EVENTS:

Building exterior cleaning has commenced. Interior grand stairwell renovation is underway. Windows will be replaced in the coming weeks.

UPCOMING CONFERENCES, CONTINUING ED, WORKSHOPS:

Toward One Wisconsin has been RESCHEDULED for Nov. 12-13, 2020 in Virtual Format.

Any other issues or items of note:



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**of a meeting of the Marathon County Public Library Board of Trustees,
Monday, July 20, 2020 at 12:00 noon
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 Board of Trustee members and the public to attend this meeting remotely. To this end, instead of attendance in person, Library Board of Trustee members and the public may attend this meeting by computer or telephone conference. If Library Board of Trustee 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/514708629> or number: 1 877 309 2073. Access Code for dialing in: 514-708-629.

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

AGENDA

1. (12:00 p.m.) **Call to Order**
2. **Acknowledgement of Visitors**
3. **Approval of Minutes**
4. **Bills and Services Report**
5. **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.**
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. (5 minutes) **Engberg Anderson Update – For Discussion and Informational Purposes Only**
8. (10 minutes) **Reopening Next Steps/Review Potential Options – For Discussion and Possible Action**
9. (10 minutes) **Budget Shortfall; Anticipating End of Year Outcomes – For Discussion and Possible Action**
10. (15 minutes) **Staffing Challenges/Potential for Services Model Changes at Main and Branch Libraries – For Discussion and Possible Action**
11. (5 minutes) **Fines in the Future – For Discussion and Informational Purposes Only**
12. (5 minutes) **Task Force Update – For Discussion and Informational Purposes Only**
13. **Announcements**
14. **Request for Future Agenda Items**
15. **Next Meeting Dates**
 - **Monday 08/17/2020**
 - **Monday 09/21/2020 – Mosinee Branch**
 - **Monday 10/19/2020**
 - **Monday 11/16/2020**

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: July 15, 2020

FAXED TIME: 3:30 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, July 20, 2020. Library Headquarters, Wausau Community Room.

Present: Sharon Hunter, Gary Beastrom, Kari Sweeney (remote), Michelle Van Krey (remote), Ralph Illick

Excused: Scott Winch, Mang Xiong,

Others: Matthew Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 7 remote visitors

The meeting was called to order at 12:12 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 June 15, 2020 meeting. Seconded by Gary Beastrom. Motion carried.

A motion was made by Gary Beastrom to approve the Bills & Services report for June 2020. Seconded by Michelle Van Krey. Motion carried.

Public Comments – Temporarily Suspended

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 – The Library Director reported there are no book sales, but some selected members are coming in to sort books. A nice conversation about finding other ways to move books out into the community from their book sale area.

MCPL Foundation – Report included in the packet and the Library Director reported the group met in July remotely. They are ready to help us with some of the projects we have dated out into the future. The Foundation will be meeting again in September. They have expressed an interested in helping out with a project at North Central Healthcare to build a little library.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Report included in the packet.

Engberg Anderson Update

There was a virtual meeting the week of July 13. We will be getting actual figures and proposals on new public furnishings for Wausau. A report and drawings should be available at the August meeting.

Reopening Next Steps/Review Potential Options

We haven't received any word from the Health Department to open further. I visited Portage County Public Library which is a very similar library. I met with the Library Director and walked through the entire building. Portage County Public Library is currently open without appointments. If you visit the library as a patron, you do not have the ability to browse their shelves, staff retrieve the books for you. We could open our doors to the public, there would be a limited number of patrons who would want to come in and browse. We want to still continue to emphasize safety for both patrons and staff while providing a method to make materials and computer time available. It was decided to continue with the current plan and re-evaluate the options at the August meeting.

No motion was made.

Budget Shortfall; Anticipating End of Year Outcomes

Like many other libraries, we have not been collecting fines because we have been trying to figure out how to get materials out to the community in a stilted way. This has caused an operational shortfall. Each year we estimate about \$75,000 in income, which includes passport services. To be prepared for the end of the year shortfall, we can start by having a conversation now with our collection development librarians and try and come up with ways to adjust the volume of new materials we are purchasing now. Because we don't know what the final number will be, we could plan on some amount up to including \$40,000 that we would need out of the materials budget. We would restrict how much we are spending right now, adjust each month accordingly. If we see there is area that we have extra month then we would spend more. If we see we have more money, we can move the money into the 2021 materials budget. This will be discussed at the August meeting.

No motion was made.

Staffing Challenges/Potential for Services Model Changes at Main and Branch Libraries

We have lost some staff during the time period of the pandemic. Over time our service model might change depending where the funding goes with the County. I am hoping to ask this board for your support in giving me the authority to look at the staffing and hours of operation at each location. I would look at options that would be brought to the board later in the year.

No motion was made.

Fines in the Future

One of the trends in libraries is fines are not collected at all or have removed fines for children's materials. The reason I am bring this up is because, I meet remotely with resource library directors from around the state and the conversation is moving towards the theme because so many of us are not collecting fines. This maybe a topic down the road when we move forward.

Task Force Update

Board Member Beastrom reported the Task Force discussed services. How the two (2) systems work and the differences between the two (2) systems. There was a review of the costs between the systems and the services in which they provide. The SWOT analysis will be upcoming.

Announcements – If we look ahead to our September meeting, it is scheduled to be at the Mosinee branch. Since we will still be doing remote meetings, we should have an agenda item in August for a vote as to where to hold the meeting location.

Sarah Thurs has resigned from the Marathon County Public Library Board of Trustees. Once the new board member we will work on filling the committees.

Request for Future Agenda Items – None

A Motion was made by Kari Sweeney to adjourn the meeting at 12:55 p.m. Seconded by Gary Beastrom. Motion carried.



Library Director

Note: These minutes subject to approval at the next Library Board meeting scheduled for August 17, 2020.