COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA
of a meeting of the Marathon County Public Library Task Force Library System Inquiry,
Monday January 11, 2021 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 ten (10) minutes prior to the start time indicated above using the following website: https://global.gotomeeting.com/join/142658157   or number: 1 877 568 4106. Access Code for dialing in: 142-658-157.**

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

<u>**AGENDA**</u>

1. **Call to Order**
2. **Public Comments**
3. **Approval of December 2020 minutes**
4. **Review and approval of final report**
5. **Discussion of presentation to Library Board, if necessary**
6. **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	**NOTICE POSTED AT COURTHOUSE**
FAXED TO: Other Media Groups	
FAXED BY: H. Wilde	BY:
FAXED DATE: January 5, 2021	DATE:
FAXED TIME: 2:40 p.m.	TIME:

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, December 21, 2020. Library Headquarters, Wausau Community Room.

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

Excused:

Others: Ralph Illick, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 15 remote visitors

The meeting was called to order at 10:00 by Mark Arend.
Mark Arend welcomed visitors to the meeting.

Public Comments – None

Approval of Minutes
A motion was made by Sharon Hunter to approve the MCPL Task Force Library System Inquiry minutes from November 16, 2020. Seconded by Scott Winch. Motion carried.

Discussion of whether Marathon County Public Library should remain with Wisconsin Valley Library Service or should join South Central Library System
We have had all kinds of data including some that we received Friday and some we just received this morning, whether MCPL should remain with WVLS or join SCLS.
The intent is for the committee to make a decision and recommendation today. Over a virtual meeting we will put together a formal report for the Library Board of Trustees. It is up to the committee on how you want to proceed with this new information. As I see it, you have three choices. Stay with WVLS, move to SCLS, or given the state of affairs with COVID table the decision for a year.
Task Force member Frisch feels we can make a recommendation to the Library Board. Task Force member Winch feels there is only two options, we either switch or stay where we are at. We have to make a decision with the information we have right now and let the Library Board decide. Task Force member Hunter agrees, it is time to make a decision. Task Force member Beastrom agrees, it is time that we move forward one way or another and make the recommendation to the Library Board. Task Force Chair Arend would like a motion to do something and then we will have a discussion on the pros and cons.

Decision on recommendation to the Marathon County Public Library Board of Trustees
Task Force member Hunter provided a list of fifteen (15) reasons to move. Task Force member Frisch believes that the Library Board and the library staff have been following the County's comprehensive and strategic plans. Task Force member Winch agrees with the comments and wants what is best for MCPL. He does understand it will have an impact on other libraries. Task Force member Beastrom expressed reservations regarding the loss of a resource library for the outlying communities. I have to disagree on the statements made that this discussion doesn't only involve Marathon County, but it involves the northeast corner of the state. Task Force member Schultz explained more about PLSR and Resource Libraries.

A Motion was made by Sharon Hunter to change to the South Central Library System. Seconded by Scott Winch. Motion passes.

Roll Call Vote for MCPL to join SCLS
Gary – no
Sharon – yes
Scott – yes
Becky – yes
Shannon – abstain
Mark – would only vote in case of a tie

Discussion of report to the Marathon County Public Library Board
If members can send information and suggested wording to me.

Set date for GoToMeeting to approve report
The next meeting will be on January 11, 2021 at 11:00 a.m.

Adjournment

A Motion was made by Scott Winch to adjourn the meeting at 11:05 a.m. Seconded by Gary Beastrom. 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 January 11, 2021.

Meeting of the Marathon County Public Library Task Force Library System Inquiry, Monday, November 16, 2020. Library Headquarters, Wausau Community Room.

Present: Mark Arend, Gary Beastrom (remote), Rebecca Frisch (remote), Sharon Hunter, Shannon Schultz (remote), Scott Winch (remote at 10:37 a.m.)

Excused:

Others: Ralph Illick, Matt Derpinghaus, Leah Giordano (remote), Thomas O'Neill, Heather Wilde, Ben Deitz, 18 remote visitors

The meeting was called to order at 10:00 by Mark Arend.
Mark Arend welcomed visitors to the meeting.

Public Comments – None

Approval of Minutes
A motion was made by Sharon Hunter to approve the MCPL Task Force Library System Inquiry minutes from October 19, 2020. Seconded by Gary Beastrom. Motion carried.

Report and discussion of meeting with County Supervisor Michelle Van Krey
A phone conference was held with County Supervisor Van Krey. Library Board of Trustees President Hunter brought Van Krey up to speed on the Task Force since she is a newly appointed member of the Library Board.

Discussion of Shannon Shultz's report
There was a discussion between Task Force members regarding the report in which Shannon Schultz provided.

Discussion of letters received from Wisconsin Valley Library Service members (directors and board members) and others.
Task Force member Frisch asked to have this as an agenda item. After receiving a number of letters throughout the year, it reminded me to go back through the Task Force Charter. Because we received so many letters, I thought we should have a discussion about them at a meeting. There is no mention in the charter about us engaging in public comments, public hearings, public input, or surveys of other counties. I'm going to have the conclusion that although the letters provided us with some background information that we need not consider them because it is not included within our charter or our direction. These are now available in our records and available to the Library Board of Trustees and County Board.

Discussion of task force members' reasons for either remaining with Wisconsin Valley Library Service or moving to South Central Library Service
Mark Arend went through the advantages and disadvantages for MCPL either remaining with WVLS or moving to SCLS.

The Task Force will meet in person at the next scheduled date of December 21st, this meeting will be held at 10:00 a.m.

<u>Adjournment</u>

A Motion was made by Gary Beastrom to adjourn the meeting at 11:36 a.m. Seconded by Sharon Hunter. Motion carried.

/s/ Mark Arend
Committee Chair or Designee

To: Marathon County Public Library Board of Trustees
From: Library System Task Force
Re: Recommendation to the Library Board
Date: 11 January 2021

In 2019 the Marathon County Public Library (MCPL) Library Board established a task force to examine whether the Library should remain a member of the Wisconsin Valley Library Service (WVLS) or become a member of the South Central Library System (SCLS). While the needs of other WVLS member libraries and the library community as a whole was considered, the Task Force's goal was to determine what was best for MCPL and the people it serves.

At their meeting on 21 December 2020 the Task Force voted 3 to 1 (with one abstention) to recommend to the Library Board that the Library should leave WVLS and become a member of SCLS. The remainder of this memo will explain the process the Task Force used and their reasons for this decision.

Task Force
The following persons were appointed to the Task Force by the Library Board:
- Sharon Hunter, Library Board President
- Gary Beastrom, Library trustee and Marathon Co. Supervisor
- Scott Winch, Library trustee and Stratford School District Administrator
- Rebecca Frisch, Director, Marathon County Conservation, Planning, & Zoning Department (retired)
- Shannon Schultz, Public Library Administration Consultant, Wisconsin Department of Public Instruction Division for Libraries & Technology
- Mark Arend, Assistant Director, Winnefox Library System (retired), Task Force Chair

Beginning in January 2020 the Task Force met monthly, except for April.

Process
The Charge from the MCPL Board was to prepare a "comprehensive list of pros and cons regarding whether the Marathon County Public Library should move to the South Central Library System or remain with the Wisconsin Valley Library Service. The Task Force shall also assess the pros and cons and shall formulate a final recommendation to the Library Board regarding the ultimate question."

Among the factors the Task force examined were:
- Employee Attraction and Retention: When looking at library systems, does system membership impact MCPL's ability to attract and retain exceptional employees?
- Technology: What are the capacities of each system for identifying, promoting, and supporting existing and emerging technologies to ensure that MCPL is positioned to be an industry leader in Wisconsin.
- Financial: What is the Cost/Benefit for MCPL for each choice.
- Institutional Culture
- Innovation (Organizational Excellence).
- System Governance, including organization and decision-making.
- Service to Customers (Internal)/SWOT analysis/summary.

Extensive information was provided by both systems, for which the Task Force gives warm thanks. The Task Force also thanks the many library directors, trustees, system staff, and others who provided information and comments.

Reasons for Moving to SCLS
After examining all factors, the Task Force concluded that MCPL would be better-served by joining SCLS than by staying with WVLS for these reasons:
- SCLS would be more cost-effective than WVLS. Although the stated cost would be greater, this would be offset by savings elsewhere in the library budget.
- SCLS has a larger, more specialized staff for MCPL to call on.
- Because of its larger staff, SCLS is able to offer more services of use to MCPL than WVLS does.
- Unlike WVLS, SCLS contains several other county libraries and other similar-sized libraries, offering more chances for collaboration.
- SCLS offered more continuing education and professional development opportunities relevant to the size of MCPL
- The SCLS catalog contains a larger collection of library materials.
- The SCLS ILS (shared library catalog, patron database, and system for checking items in and out) would serve MCPL better.
- The organizational culture of SCLS aligns more closely with that of MPLC and Marathon County.

Task Force Documents
The documents listed below had significant influence on the Task Force's decision.
- Final analysis of fees charged by systems (Included in July meeting packet) https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf
- Advantages and disadvantages of staying with WVLS or moving to SCLS, as identified by Task Force members https://wvls.org/wp-content/uploads/2020/11/Advantages-and-Disadvantages.docx
- SWOT Analysis by the Task Force https://www.mcpl.us/sites/default/files/attachments/swot_analysis_2020-10.pdf
- Marathon County Public Library Attributes and Outcomes as approved by the Library
- Board, to be used for strategic planning purposes. (included in February meeting packet) https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-02.pdf
- Organizational charts and information on key staff for SCLS and WVLS (included in February meeting packet) https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-02.pdf
- Revised organizational charts for both systems (Included in July meeting packet) https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf
- Analysis of each systems' decision-making process (Included in July meeting packet) https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-07.pdf

- Statements from MCPL staff (Included in September meeting packet)
  https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-09.pdf
- Report from Shannon Schultz (included in November meeting packet)
  https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-11.pdf
- Summary of comments received from WVLS library directors and trustees (included in November meeting packet)
  https://www.mcpl.us/sites/default/files/attachments/mcpl_task_force_library_system_inquiry_packet_2020-11.pdf

All documents relating to the Task Force can be found at https://wvls.org/mcpl-system-exploration/ and https://www.mcpl.us/about/board/library-system-task-force