

Marathon County Public Library

Resource Library Report

February 2022

This includes the *Agenda and Director's Report* for the February 21, 2022 Marathon County Public Library Board of Trustees meeting.

Also included, are the agenda/minutes from January 18, 2022.



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**A meeting of the Marathon County Public Library Board of Trustees,
Monday, February 21, 2022 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 ten (10) minutes prior to the start time indicated above using the following website <https://meet.goto.com/289932469> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in: 289-932-469.**

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. (10 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 Valley Library Service
7. (5 minutes) **COVID-19 Update – For Discussion and Possible Action**
8. (5 minutes) **2021 Annual Report – For Discussion and Possible Action**
9. (5 minutes) **Statement Concerning System Effectiveness – For Discussion and Possible Action**
10. (20 minutes) **Library Trustee Essentials Review – For Discussion and Informational Purposes Only**
 - A. Trustee Essentials 1 & 2
 - B. Trustee Essentials 3 & 10
11. (25 minutes) **Library Service Highlights: – For Discussion and Informational Purposes Only**
 - A. Collection Development Follow Up
 - B. LENA Start
12. **Announcements**
13. **Request for Future Agenda Items**

14. **Next Meeting Dates**
- Monday 03/21/2022
 - Monday 04/18/2022
 - Monday 05/16/2022
 - Monday 06/20/2022
15. **Adjournment**

Signed: 
Library Director or Designee

*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."

EMAILED TO: Wausau Daily Herald, City Pages, and
EMAILED TO: Other Media Groups
EMIALED BY: H. Wilde
EMAILED DATE: February 15, 2022
EMAILED TIME: 11:45 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____



Marathon County Public Library

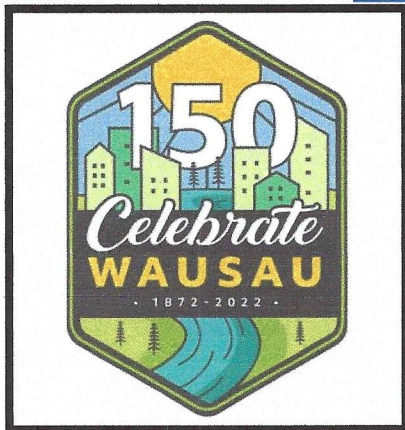
Director Report

February 2022

January Highlights

Celebrate Wausau

2022 marks the 150th anniversary of Wausau, WI becoming a city, and the city is celebrating! Weekly, Monthly and year-long celebrations will take place during 2022 as we celebrate and recognize the city of Wausau. The library is joining in on the festivities and will be holding several virtual events including Wausau-centric poetry, history and more. For more information on the virtual celebrations or in-person events, check out their dedicated website at www.celebratewausau.org.



Youth Services

January in youth services was once again a busy month. We gave away 737 teleidoscope grab and go activities countywide: 425 at Wausau and 312 at branch locations. We also collaborated with Wausau Events for WinterFest and gave away 75 grab and go snow globe activities at Wausau on Saturday, January 29th. Elizabeth filmed a tween book talk about a juvenile chapter book called "The Last Cuentista." Coincidentally, this book won the ALA's Newbery Award the day before the video premiered. The book talk video received 147 views on YouTube in less than one week! Story times continued to premiere weekly with an average of 20-25 views per story time. We also had book displays on Afghan refugees/our new neighbors, Martin Luther King Jr., and winter. Planning for the library's annual Summer Library Program is in full force.

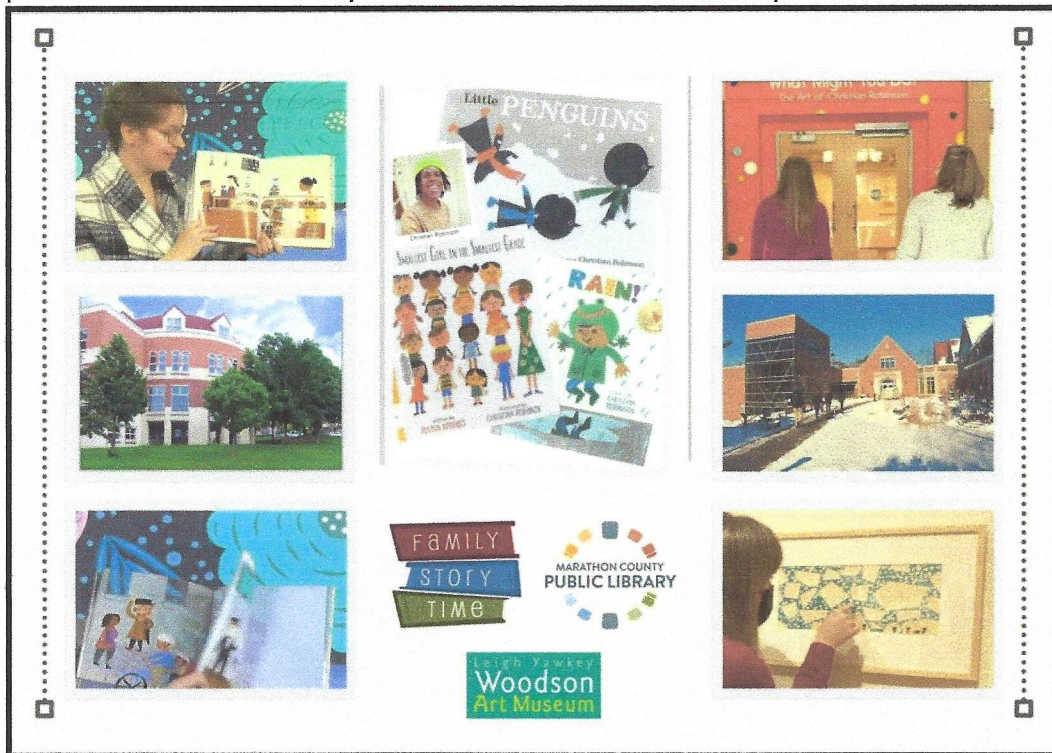
LENA

We are gearing up for LENA cohorts to start the first week in March and are currently recruiting families to sign up for the 10 week program. Offerings are in person or on Zoom. Library staff will be helping with virtual cohorts. We have a LENA book display in the children's department that will hopefully grab attention and get parents interested.

Collaboration with Local Art Museum

This month the Marathon County Public Library is collaborating with the Leigh Yawkey Woodson Art Museum by incorporating a “Field Trip” video in the February 1st Virtual Family Story Time featuring three books illustrated by Christian Robinson. This is the first “Field Trip” segment collaborating with a community entity to premiere in our story times.

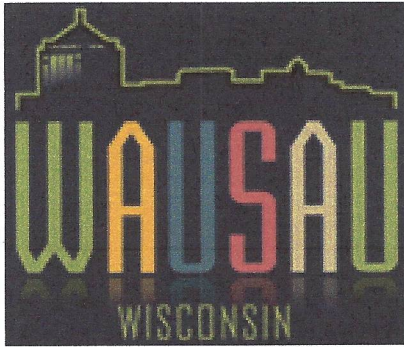
We hope the collaboration will result in more community members learning about Christian Robinson, visiting the Leigh Yawkey Woodson Art Museum to view the exhibition “What Might You Do? The Art of Christian Robinson”, and checking out picture books illustrated by Christian Robinson in the library’s collection.



City of Wausau Strategic Plan

In early November 2021, I was invited to be a part of the City of Wausau's Strategic Planning Steering Committee. BerryDunn Business Consultants were contracted in to lead us through the process. This is the first strategic plan for the city and included

three phases: project initiation and planning, stakeholder engagement, and the strategic plan and mission statement development. I have been a part of all of these phases, and we are currently in the draft phase of the strategic plan and mission statement development. Once finalized, city department leaders will create strategies to accomplish the included objectives and the prepared plan and associated documents will be shared with the community.



Branches

Grab and Go craft kits continue to be popular at all locations. In January, we collectively handed out teleidoscope craft kits for kids and pompom coaster craft kits for adults. Virtual book club continues to meet at many locations. Popular displays include brain teasers in Mosinee, book bingo in Rothschild, and "How do you measure up?" in Spencer, an interactive display where patrons can compare their heights to the heights of various animals.

Branch staff participated in the County's MLK Day On training day on 1/17. Our January branch coordinator meeting was held on 1/21. We discussed 2022 SLP, updates to our branch manual, and had a roundtable discussion about what is happening at our locations.

2021 Wisconsin tax forms have arrived at most locations. Federal tax forms are starting to arrive.

Erica P., the new Athens Branch Coordinator, completed training in early January and is settling in to her new position. She has been busy organizing the library and getting to know the community. David H., our IT technician, visited all branch locations to help troubleshoot issues and gather information.

All branches completed year end tasks including discarding the 2020 magazines and removing new stickers from the 2020 DVDs.

**COUNTY OF MARATHON
WAUSAU, WISCONSIN****OFFICIAL NOTICE AND AGENDA**

**of a meeting of the Marathon County Public Library Board of Trustees,
Tuesday, January 18, 2022 at 12:00 noon
Library Headquarters, Wausau Community Room.**

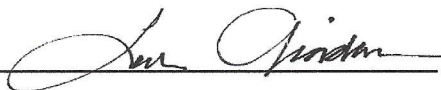
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When you enter the conference, **PLEASE PUT YOUR COMPUTER AND PHONE ON MUTE!**

AGENDA

1. (12:00 p.m.) **Call to Order**
2. **Acknowledgement of Visitors**
3. **Approval of Minutes**
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 - G. Wisconsin Valley Library Service
7. (15 minutes) **COVID-19 Update – For Discussion and Possible Action**
8. (10 minutes) **Library Trustee Essentials Review 1 & 2 – For Discussion and Informational Purposes Only**
9. (10 minutes) **Library Service Highlight: Collection Development – For Discussion and Informational Purposes Only**
10. **Request for Future Agenda Items**

11. **Next Meeting Dates**
- Monday 02/21/2022
 - Monday 03/21/2022
 - Monday 04/18/2022
 - Monday 05/16/2022
12. **Adjournment**

Signed: 
Library Director or Designee

***All times are approximate and subject to change**

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EMAILED TO: Wausau Daily Herald, City Pages, and
EMAILED TO: Other Media Groups
EMAILED BY: H. Wilde
EMAILED DATE: January 11, 2022
EMAILED TIME: 11:45 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Tuesday January 18, 2022. Library Headquarters, Wausau Community Room.

Present: Sharon Hunter, Gary Beastrom (remote), Jeff Campo, Dino Corvino (remote), Kari Sweeney, Michelle Van Krey, Leah Giordano

Excused: Scott Winch

Others: Heather Wilde, Stephanie Martell, David Hahn, Alexander Johnson, Dale Grosskurth and 6 additional remote visitors

The meeting was called to order at 12:00 p.m. by Sharon Hunter.
Sharon Hunter welcomed visitors to the meeting.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY DINO CORVINO TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE DECEMBER 20, 2021 MEETING. MOTION CARRIED.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECONDED BY GARY BEASTROM TO APPROVE THE BILLS & SERVICES REPORT FOR DECEMBER 2021. MOTION CARRIED.

Public Comments – None

President – None

Other Board Members – None

Director's Report – Presented in the Board packet and by Director Leah Giordano.

- Tracy Westfall from the Athens New Building Initiative offered that Library Trustees could tour the prospective new location for the library with the real estate agent. It was agreed that Leah Giordano and Gary Beastrom would visit the location at this time and the rest of the board will go in the future if needed.
- Alexander Johnson and David Hahn have met with three companies about a new sorter. A new sorter will cost approximately \$90,000.
- One of the library's microfilm machines has quit working and may need to be replaced.
- Monday, January 17th was the county's Martin Luther King – Day On which included in person and virtual programs. Kitty Roesler and Julie Kinney organized a booth for the library at the county's first expo.
- Leah Giordano attended the City of Wausau's Strategic Plan Steering Committee on January 12th and 13th.
- Taylor Weinfurter has connected with local groups working on the refugee transition and may be providing tours for new refugee residents.
- A button has been added to the MCPL website enabling translation of the site to several languages.

Board Committees – None

Friends of the Library –

- The Friends of the Library have gained several new members recently at their member only sales.
- Leah Giordino will attend the annual meeting on January 22nd.

MCPL Foundation –

- The Foundation minutes are available at the Board meeting.
- The Foundation has received many year-end donations.
- The Foundation is currently looking for new members.

Wisconsin Valley Library Service –

- The next WVLS meeting is February 19th.
- February 8th is Library Legislation Day and several library advocates will meet with state legislators in an effort to maintain support of libraries across the state.

COVID-19 Update

- Dale Grosskurth from Marathon County Health Department attended to share current information on COVID-19. He shared current county statistics and stated that the county is currently in a critically high status. He feels that the state and county are unlikely to initiate any mandates at this time. It is recommended that people get vaccinated, social distance and wear masks in public, including staff areas.
- Dan Richter talked with three libraries that have handed out rapid COVID tests. These libraries were getting them from county or state health departments. They advised that the tests are gone in a short amount of time and they recommend having a police presence to help with crowd control. Marathon County Health Department does not currently have any rapid tests to hand out to the public.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECONDED BY DINO CORVINO TO GO TO 50% CAPACITY AT ALL LOCATIONS WITH VERBAGE ON SIGNS RECOMMENDING PATRONS LIMIT VISITS TO ONE HOUR AND THEN REVISIT THIS AT THE FEBRUARY MEETING. MOTION CARRIED.

Library Trustee Essentials Review 1 and 2 – These are postponed until the next board meeting.

Library Service Highlight: MCPL Material Complaint Policy and Procedure – Kate Sullivan, Adult Collection Development Librarian

- If a patron makes a material complaint staff explain how materials are chosen for the library and that each patron agrees they are responsible for the materials they choose and what their children choose when they sign their library card. This satisfies most patrons.
- If a patron still has a complaint they can file a Request for Reconsideration of Library Materials, which will then initiate the MCPL Complaint Procedure. This involves creating a reconsideration committee that will use materials from the Cooperative Children's Book Center to evaluate and make a recommendation to the Library

Director. The Library Director makes a decision on the material based on the committee recommendations and will notify the patron of the decision.

- If the patron is still not satisfied, the appeal process can be initiated. A Review Committee is formed with board and staff members. After research and discussion, the committee will make a written recommendation to the Library Board of Trustees. The Board will then vote, creating a final decision on the material.

Request for Future Agenda Items –

- The 50% capacity status will be reviewed.
- The annual report will need to be approved.
- There will be a discussion of Trustee Essentials 1,2,3 and 10.

A MOTION WAS MADE BY MICHELLE VAN KREY; SECONDED BY JEFF CAMPO TO ADJOURN THE MEETING AT 1:09 P.M. MOTION CARRIED.

A handwritten signature in black ink, appearing to read "L. Jordan", is written over a horizontal line.

Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for February 21, 2022.