

**Marathon County Public Library**

**Resource Library Report**

**May 2024**

This includes the *Agenda and Director's Report* for April 15, 2024, Marathon County Public Library Board of Trustees meeting.

Also included is the agenda/minutes from February 19, 2024 and March 18, 2024.



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, April 15, 2024, at 12:00 noon  
Library Headquarters, Wausau Community Room.**

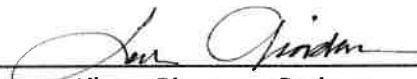
Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/176589613> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 176-589-613.**

When you enter the meeting, **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** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting [library-administration@mcpl.us](mailto:library-administration@mcpl.us) )*
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) **CCITC Space Request – For Discussion and Possible Action**
8. ( 5 minutes) **10.10: Checkout Policies, Fines and Fees Policy – For Discussion and Possible Action**
9. ( 5 minutes) **2023 Annual Report update for DPI – For Discussion and Possible Action**
10. (45 minutes) **Strategic Plan Presentation – For Discussion and Informational Purposes Only**
11. **Announcements**
12. **Request for Future Agenda Items**
13. **Next Meeting Dates**
  - **Monday 05/20/2024 – Marathon City Branch Library**
  - **Monday 06/17/2024**
  - **Monday 07/15/2024**
  - **Monday 08/19/2024 – Hatley Branch Library**

14. Adjourment

Signed:   
Library Director or Designee

\*All times are approximate and subject to change

\*Any person planning to attend this meeting who need special accommodations in order to participate should call the Library Administration Office at 715-261-7213 or e-mail [library-administration@mcpl.us](mailto:library-administration@mcpl.us) one business day before the meeting.

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: April 9, 2024

EMAILED TIME: 2:00 p.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_



# Marathon County Public Library Director Report April 2024

## Highlights

### Library Outreach at EverCon Gaming Convention

As an outreach initiative to connect with young adults and other gaming enthusiasts in the community, five library employees were thrilled to attend the largest convention in Central Wisconsin over the first weekend of March. MCPL staff from Wausau and Mosinee created an engaging and colorful booth to share information about library programs. During the gaming convention, staff interacted with attendees who stopped by the booth to play a quick game, learn about the library, and enter a raffle for gaming-related prizes. The MCPL booth was conveniently placed next to the main entrance to the convention, so staff were in the perfect location to interact with the community. Several attendees told staff how much they appreciate the library, and many were excited by our upcoming events. We hope to see convention attendees in the library soon!

*-Jailin P, Library Specialist*



### WALTCO Delivery Delays

MCPL locations are experiencing delayed delivery for all library materials sent through WALTCO. Currently, library materials sent via WALTCO are taking at least two full weeks to arrive at their final destination. We feel our patrons' frustration with the longer wait times! MCPL staff continue to share concerns with our contact at WVLS, Jamie Matczak. Jamie has shared that the

Wausau WALTCO terminal is undergoing various staffing challenges. This is the likely cause of the delay in service and ongoing sorting mishaps over the last several months. Jamie is communicating our concerns with the Wausau terminal head and WALTCO headquarters.

## Library Services

March was a busy month for Library Services—and for our patrons! The community used our Study Rooms over 100 times this month alone. Three “Computer Basics” classes, a patron favorite, were offered by our Adult Services Librarian at our Mosinee branch throughout March. Other programming highlights for adults include: A lecture on the 1919 Solar Eclipse, a documentary screening of “Honor in the Air” in observance of National Vietnam Veterans Day, and a Q&A with the Wausau Fire Chief. Our Youth Services team prepared a Beach Party for families over Spring Break—and the snow didn’t stop young folks from participating in the fun! Young people of varying ages also participated in a colorful “Yarn Art” program. Another notable highlight for families in March was our “Dinosaur Stomp” Story Time.



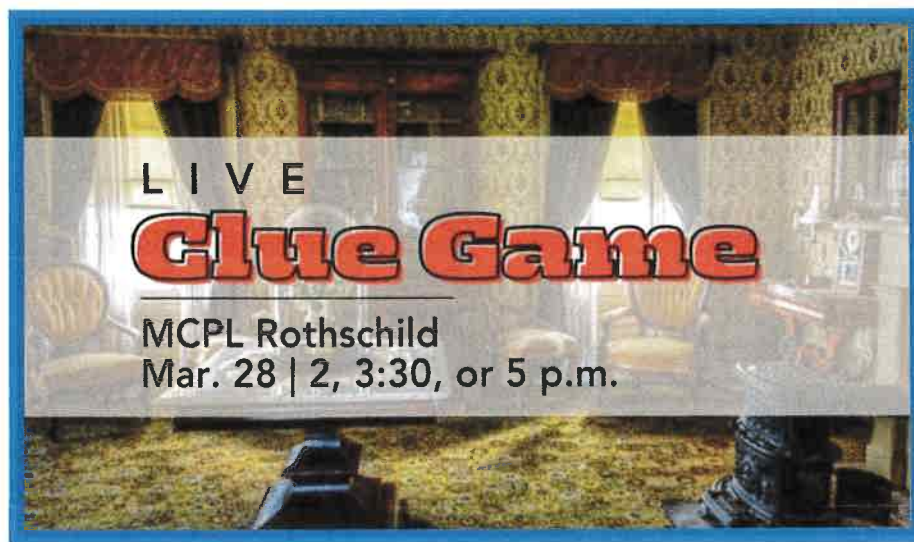
Hiring news: On March 1, Tara H. transferred into a new role as the Youth Services Librarian. We are looking forward to welcoming a new Youth Collection Development Librarian to the team. The Library Services team also participated in orientation for our new Hatley Branch Coordinator, Peggy K., during the week of March 18. *-Katelyn S, Library Services Manager*

## Branches

Athens hosted a Title 1 reading night on Tuesday, March 12th from 5:30-7. Doreen Schultz read and discussed her book, *Sometimes a Hero: A Story about Edward J. Weiler*. Edward grew up in the Athens area. He became disabled and deaf due to a severe infection at a young age. He was instrumental in helping create legislation to help handicapped individuals. There were also reading and craft activities presented by Shari Parks, Reading Specialist. 25 people participated.

In Mosinee, beginner computer classes held throughout the month brought in a total of 17 patrons between 3 sessions. Patrons were so thankful to Julie Kinney for presenting these helpful classes!

Rothschild hosted an interactive Clue game on March 28th. Branch Assistant Julie G. served as the butler to lead the sleuthing. Each group (17 people total) solved the case and had a lot of fun in the process! We hope to host this life-size game again soon.



“What’s happening in Spencer?” was held on March 7th. Spencer’s Police Chief, Shawn Bauer, and Village Administrator, Chris Helgestad, spoke to 23 residents who learned about upcoming village projects, which include street closures this summer for reconstruction, local arrests statistics, and received information about a new school resource officer at the Spencer school. Residents were able to ask questions at the end of the presentation.

New book shelves arrived in Athens and Rothschild. Rothschild received a shelf for new adult fiction and nonfiction and a shelf for J easy readers, while Athens received shelves for the children’s room. Both locations look great!

Peggy Klein started work as our new Hatley Branch Coordinator. She participated in orientation at Wausau and Rothschild, and is looking forward to starting her regular work in Hatley. Welcome to the team, Peggy!

Our bi-monthly branch coordinator meeting was held on 3/15. Staff discussed circulation and collections updates, programming ideas, and information for upcoming school visits to promote our summer library program.

Jamie Matczak and Brenda Walenton from WVLS visited all MCPL branches in March to meet staff, see our locations, and discuss delivery. *-Laura Wood, Branch Team Lead*



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, March 18, 2024, at 12:00 noon  
Library Headquarters, Wausau Community Room.**

Persons wishing to attend the meeting by computer or phone may log or call into the meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/914203637> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in 914-203-637.

When you enter the meeting, **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** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for concerned citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting [library-administration@mcpl.us](mailto:library-administration@mcpl.us) )*
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) **10.12: Laptop/Tablet Checkout Policy and Patron Agreement – For Discussion and Possible Action**
8. ( 5 minutes) **2023 Fund Transfer – For Discussion and Possible Action**
  - A. Library Fund Transfer
  - B. Friends and Foundation Donations Transfer
9. (10 minutes) **Library Service Highlight: Support Services – For Discussion and Informational Purposes Only**
10. **Announcements**
11. **Request for Future Agenda Items**
12. **Next Meeting Dates**
  - Monday 04/15/2024
  - Monday 05/20/2024 – Marathon City Branch Library
  - Monday 06/17/2024
  - Monday 07/15/2024

13.           **Adjournment**

Signed:   
Library Director or Designee

\*All times are approximate and subject to change

\*Any person planning to attend this meeting who need special accommodations in order to participate should call the Library Administration Office at 715-261-7213 or e-mail [library-administration@mcpl.us](mailto:library-administration@mcpl.us) one business day before the meeting.

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMIALED BY: H. Wilde

EMAILED DATE: March 12, 2024

EMAILED TIME: 3:30 p.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_



Regular meeting of the Marathon County Public Library Board of Trustees, Monday, March 18, 2024.

Present: Kari Sweeney, Gary Gisselman, LeeAnn Podruch, Reid Rayome, Nathan Turajski, Leah Giordano

Absent: Becky Buch, Andrea Sheridan

Others: Alexander Johnson, Katelyn Sabelko, and Stephanie Martell. Remote visitors: none

The meeting was called to order at 12:00pm by Kari Sweeney.  
Kari Sweeney acknowledged visitors at the meeting.

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE FEBRUARY 19, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY REID RAYOME TO APPROVE THE FEBRUARY 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.**

Public Comments – None

President – None

Other Board Members – None

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

- The Director has continued looking into enhancing security measures at the library. NTC is currently unable to provide security guards from their program, but offered to do a security assessment for the library. Northcentral Healthcare has created a security team and there may be a way for the library to create a similar team. Other available options are reserve deputies or contracted security guards.
- Director Giordano is working on refining the strategic plan created by the consultant and the steering committee. It will be presented to the Board in April.

Board Committees – None

Friends of the Library – The Friends will have their next board meeting on Monday, March 25<sup>th</sup>. They have chosen a winner for the T-shirt design contest and will sell shirts with the new design.

MCPL Foundation – The Foundation met on March 14<sup>th</sup>.

Wisconsin Valley Library Service – The WVLS Board met on March 16<sup>th</sup>.

Library Policy Update- 10.12: Laptop/Tablet Checkout Policy and Patron Agreement – Presented in the board packet.

**A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY KARI SWEENEY TO APPROVE THE LIBRARY POLICY UPDATE 10.12 AS PRESENTED. MOTION CARRIED.**

2023 to 2024 Library Fund Transfer and Friends and Foundation Donations Transfer

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY GARY GISSELMAN TO APPROVE THE LIBRARY FUND TRANSFER AND THE FRIENDS AND FOUNDATION DONATIONS TRANSFER AS PRESENTED. MOTION CARRIED.**

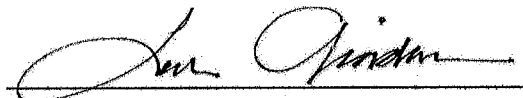
Library Service Highlight: Support Services – Presented by Library Service Team Lead Chris Luebbe.

- The Support Services team is the first and last stop for library materials at the library. New books arrive in this area and materials for removal are processed here.
- When new items arrive, staff receive them, enter payment in the ILS system, catalog them for patron use and process them for circulation.
- Other tasks performed by this team include operating the drive-up window, tracking orders, sorting materials coming from other libraries, mending materials, and helping at the circulation desk.

Announcements – None

Request for Future Agenda Items – None

**A MOTION WAS MADE BY REID RAYOME; SECONDED BY NATHAN TURAJSKI TO ADJOURN AT 12:45 P.M. MOTION CARRIED.**



Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for April 15, 2024.



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, February 19, 2024, at 12:00 noon  
Library Headquarters, Wausau Community Room.**

Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/604495965> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in 604-495-965.**

When you enter the meeting, **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** *(Anyone addressing the Library Board is asked to do so in a respectful, professional, and courteous manner. The "Public Comments" portion of this meeting is offered as an opportunity for concerned citizens of Marathon County to be heard. The Board, however, is under no obligation to provide this forum. As such, any misuse could result in the removal of these privileges. Any person who wishes to address the Library Board during the "Public Comment" portion of meetings may only provide comment pertaining to an item on the agenda. He or she must sign in or e-mail their name, address, and the topic they wish to present to the Library Personnel Specialist no later than five minutes before the start of the meeting [library-administration@mcpl.us](mailto:library-administration@mcpl.us) )*
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. (10 minutes) **Library Policy Updates – For Discussion and Possible Action**
  - A. 10.14 - E-Reader and Handheld Scanner Policy
  - B. 6.08 - Recognition of Personnel Policy
8. (10 minutes) **Strategic Plan: Mission and Vision Statements – For Discussion and Possible Action**
9. (10 minutes) **Approval of Annual Report for DPI – For Discussion and Possible Action**
10. ( 5 minutes) **Statement Concerning System Effectiveness – For Discussion and Possible Action**
11. **Announcements**
12. **Request for Future Agenda Items**
13. **Next Meeting Dates**
  - Monday 03/18/2024
  - Monday 04/15/2024
  - Monday 05/20/2024 – Marathon City Branch Library
  - Monday 06/17/2024

14. Adjournment

Signed:   
Library Director or Designee

\*All times are approximate and subject to change

\*Any person planning to attend this meeting who need special accommodations in order to participate should call the Library Administration Office at 715-261-7213 or e-mail [library-administration@mcpl.us](mailto:library-administration@mcpl.us) one business day before the meeting.

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMAILED BY: H. Wilde

EMAILED DATE: February 13, 2024

EMAILED TIME: 11:00 a.m.

NOTICE POSTED AT COURTHOUSE

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, February 19, 2024.

Present: Kari Sweeney, Becky Buch (remote), Gary Gisselman, LeeAnn Podruch, Reid Rayome, Andrea Sheridan, Nathan Turajski, Leah Giordano

Absent:

Others: Alexander Johnson, Katelyn Sabelko, David Hahn and Stephanie Martell. Remote visitors: Marla Sepnafski

The meeting was called to order at 11:59a.m. by Kari Sweeney.  
Kari Sweeney acknowledged visitors at the meeting.

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY REID RAYOME TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE JANUARY 22, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY BECKY BUCH TO APPROVE THE JANUARY 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.**

Public Comments –None

President – Director Leah Giordano and President Kari Sweeney attended Library Legislative Day and talked to five elected officials about libraries and thanked them for their budgetary support.

Other Board Members – None

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

- As part of a philanthropic effort, Witmer Furniture has provided several wood shelving units to the library.
- The library is working on a plan to add passport photo services at Athens.
- The Strategic Plan Steering Committee is meeting on Thursday, February 22, 2024.
- Due to the rise in incidents at the library, the Director is talking with the County Administrator, Sheriff, and Police Chief on options to increase safety and security.

Board Committees – None

Friends of the Library – At the sale January 31-February 3, the Friends of the Library took in \$5132.63 from memberships and book sales.

MCPL Foundation – None

Wisconsin Valley Library Service –The WVLS board met on February 17, 2024 and reviewed the annual report that WVLS provides to DPI.

Library Policy Updates

- 10.14 E-Reader and Handheld Scanner Policy
- 6.08 Recognition of Personnel Policy

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY ANDREA SHERIDAN TO APPROVE THE LIBRARY POLICY UPDATES 10.14 AND 6.08. MOTION CARRIED.**

Strategic Plan: Mission and Vision Statements – Trustees discussed the mission and vision statement updates. The board agreed to send any additional thoughts and suggestions to Director Giordano by Wednesday, February 21<sup>st</sup>, so that they can be included in the discussion by the Steering Committee.

Approval of Annual Report for DPI

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY LEEANN PODRUCH TO APPROVE THE ANNUAL REPORT. MOTION CARRIED.**

Statement Concerning System Effectiveness

**A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY REID RAYOME TO APPROVE THE STATEMENT CONCERNING SYSTEM EFFECTIVENESS. MOTION CARRIED.**

Announcements - None

Request for Future Agenda Items – Trustees asked that an update on the incidents and security at the library be shared by the Director at the next meeting.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY NATHAN TURAJSKI TO ADJOURN AT 12:43 P.M. MOTION CARRIED.**

  
Library Director or Designee