

Marathon County Public Library

Resource Library Report

November 2024

This includes the *Agenda and Director's Report* for November 18, 2024, Marathon County Public Library Board of Trustees meeting.

Also included are the agenda/minutes from September 16, 2024 and October 21, 2024.



**COUNTY OF MARATHON
WAUSAU, WISCONSIN**

OFFICIAL NOTICE AND AGENDA

**A meeting of the Marathon County Public Library Board of Trustees,
Monday, November 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/770396045> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 770-396-045.**

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

AMENDED 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)*
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) Election of Library Board Officers – For Discussion and Possible Action**
 - **President**
 - **Vice President**
8. **(10 minutes) 2025 MCPL Holiday Closures – For Discussion and Possible Action**
9. **(15 minutes) Library Service Highlight: Passport Services – For Discussion and Informational Purposes Only**
10. **Announcements**
11. **Request for Future Agenda Items**
12. **Next Meeting Dates**
 - **Monday 12/16/2024**
 - **Monday 01/27/2025**
 - **Monday 02/17/2025**
 - **Monday 03/17/2025**

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 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: November 12, 2024

EMAILED TIME: 10:20 a.m.

NOTICE POSTED AT COURTHOUSE

BY: _____

DATE: _____

TIME: _____



Marathon County Public Library Director Report November 2024

Highlights

Book Processing Changes

For the last few years, MCPL has seen drastic increases in book and AV processing costs. Stephanie met with the Collection Development and Support Services teams in October to determine if MCPL could cut expenses by reducing the number of books that are laminated by our book vendor Baker & Taylor. Those in the meeting all agreed that lamination could be eliminated on several types of books creating approximately \$5,700 in savings. The Support Service team has initiated the necessary changes to remove this processing fee from the selected book categories. *—Stephanie M, Business Specialist*



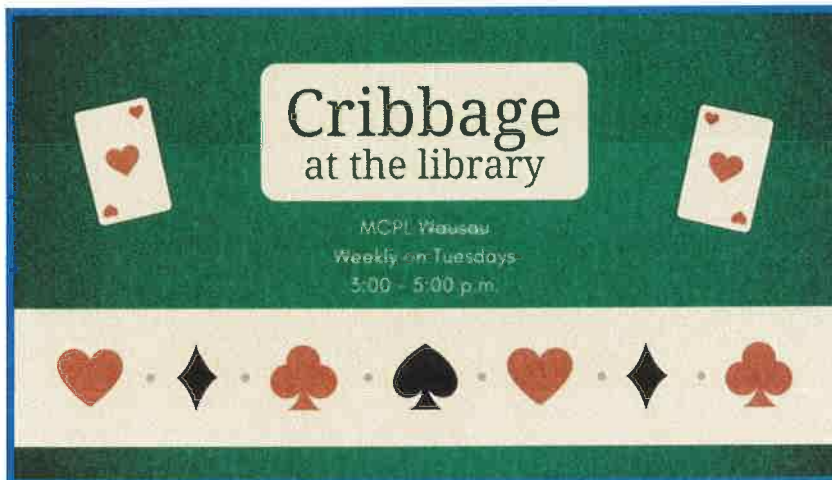
Reference Statistics Week

For a week during the month of October, staff at all MCPL locations tracked the number of reference questions answered for the public each day. Reference questions rely on library staff's expertise in locating and interpreting information and exclude purely directional inquiries (i.e. "Where is the restroom?"). The final number—355 reference questions answered across all locations over the course of one week—shows that MCPL is an essential resource in our community. We are proud to be a trusted information hub in Marathon County and beyond. *—Katelyn S, Library Services Manager*

Library Services

October ushered in more new beginnings for the Library Services team. Youth Services Librarian Tara H. welcomed her firstborn child into the world in early October. Our programming highlight for the month also centered families: Story Time attendance continued to climb each week in October. We are thrilled that so many families in the area take advantage of this opportunity for their young ones to develop early literacy skills. Another highlight of the month was our ongoing collaboration with Wausau School District's Mentor Day Program. On October 15, Rose D. guided three young students in a tour of the library, introducing them to different staff and departments. The students asked great questions and used what they learned in a presentation later in their program.

The Adult Services team will soon welcome a new staff member. After many years of service to the library, Chad D. resigned from MCPL. We wish Chad all the best at his new workplace closer to home. The search for a new Library Specialist has begun and interviews will be held in November. Programming highlights for Adults in October include: Cribbage meet ups throughout the month, Wausau Paranormal Presents—Our Haunted Heartland, and the "Closure" documentary screening and discussion. Both Adult and Youth Services staff contacted local school districts to discuss current and future collaborations, adding outreach to the list of highlights for October.



Branches

In Athens, Kitty coordinated an Athens history program with Gary Gisselman from the Marathon County Historical Society which was held at the Black Creek Inn, originally the home of William and Marianna Erbach, son-in-law and daughter of Frederick Rietbrock, one of the founders of Athens. We held two sessions with a total of 63 people. The presentation and venue was enjoyed by all. Athens also hosted a special story time where Vanessa Mann, Marathon County Special Education, and Samantha Boivan,

Athens School Psychologist, shared a story, a craft and spoke with the attending parents about the resources offered through the school system.

Hatley recently became an official Ice Age Trail Community, and to celebrate that during the month of October people hiking along the Ice Age Trail could stop in the library and ask for "Trail Magic" which was a sticker. 63 hikers stopped in the library to collect Trail Magic.

Marathon City had a very busy October! On October 2, Janell Wehr, Horticulture Educator for Extension Marathon County stopped in to cover information for How to Put Your Garden to Bed. 3 patrons came in for that program. On October 16, 8 folks dropped by to create their own beautiful DIY fall leaf lanterns. Gary Gisselman from the Marathon County Historical Society visited our Marathon branch for the Cherished Chapels event on October 23. Gary provided an engaging overview of some of the historic churches across Marathon County to 11 community members. During the week of October 28 through November 2, the branch offered a Fall Craft Week. Over 30 Children of all ages stopped in to create a variety of fall-themed craft projects. We also had an increase in story time participants and started 4K visits again.

Mosinee finished the month with another session of the popular Cat Lover Craft and Social Hour. Eleven patrons joined this month for homemade cat toys, bookmarks, and more, including a special project this month: cat buttons! Sarah created her own designs for the buttons and borrowed the IFLS Button Maker Kits so patrons could make their very own special cat buttons, which were a huge hit! Several patrons even came back later in the week with friends to make more!

In Rothschild and Hatley, David visited the library to install WiFi outside of the library for internet access in the parking lot. In Spencer, the village replaced one of the keys for the library door that was not working properly and is working on getting a third set of keys to keep in Wausau. Wanda (Rothschild) and Darla (Stratford) attended The Youth Services Workshop at TB Scott Library in Merrill on Oct. 1. The day's agenda included a Puppet Workshop, Planning Your Next Program with AI and Science-based Reading.

-Laura W, Branch Team Lead

Library Services Statistics & Activities

Team News & Projects

- Notary: 32 appointments
- Proctoring: 1 appointment
- Tech Time: 7 appointments
- MCPL study rooms were booked 84 times in October
- Homebound Services:
 - Items sent out: 422
 - Volunteer deliveries completed: 25
 - New (or recently returned) HB patrons: 4
 - Active HB accts at the start of the month: 88
 - Reading slips, letters, or notes received: 37



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

A meeting of the Marathon County Public Library Board of Trustees,
Monday, October 21, 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/562864685> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in 562-864-685.

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.)*
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 AHU/Chiller Project Update – For Discussion and Informational Purposes Only
8. (5 minutes) January 2025 Meeting Date Change – For Discussion and Possible Action
9. (10 minutes) Library Service Highlight: Central Wisconsin Book Festival Recap – For Discussion and Informational Purposes Only
10. Announcements
11. Request for Future Agenda Items
12. Next Meeting Dates
 - Monday 11/18/2024
 - Monday 12/16/2024
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 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: October 15, 2024
EMAILED TIME: 2:30 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, October 21, 2024.

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

Absent: Andrea Sheridan, Chris Voll

Others: Katelyn Sabelko, Heather Wilde, David Hahn, and Stephanie Martell
Remote visitors: none

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 REID RAYOME; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE SEPTEMBER 16, 2024, MEETING. MOTION CARRIED.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY GARY GISSELMAN TO APPROVE THE SEPTEMBER 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.

Public Comments –None

President – Nathan Turajski has resigned from the MCPL Board of Trustees. The county administrator is reviewing possible replacements. Kari Sweeney and Andrea Sheridan have terms expiring this year and will seek reappointment.

Other Board Members – None

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

- A multiple year project has come to an end with the last grant funded Wi-Fi antennas being installed at branches.
- The director is working with the county administrator to implement some improvements in Workday for the hiring of library personnel.
- When the county wellness clinic lost its primary care provider, the county opted to look for a new healthcare vendor. The county plans to maintain the clinic for county employees and potentially add additional services.
- The county human resources department recently created the Adventure Closet. County employees are able to check out sports equipment, kitchen tools and other items for their personal use. The library is housing these items and handles the checkout to employees.

Board Committees – The nominating committee will need to meet to nominate a President and Vice President for the upcoming year.

Friends of the Library – The Friends have added new shelving and are holding bag sales to decrease excess inventory.

MCPL Foundation – None

Wisconsin Valley Library Service – None

Library AHU/Chiller Project Update - Presented by Craig Christians, Construction Project Manager.

- The current library construction project is to replace air handlers, install a new chiller, replace the backup generator, and build a dumpster enclosure separate from the equipment.
- The third-floor air handler has been installed and now air handlers will be installed on the first and second floors. This phase will be the most disruptive to the public and will last through November or early December.
- On November 11th the west main entrance doors and part of the upper parking lot will be closed so the contractor can remove old equipment and bring in new equipment. Afterwards the construction crew will work on installation behind tents on the first and second floor to create the least amount of disruption.
- On October 31st there will be a power shut down from 9pm to midnight, but a backup generator will be run for required items.
- While working on the outside portion of the project, the crew ran into a soil issue which resulted in a need to use rigid inclusions, delaying this portion of the project.
- The full project completion date is projected for May 15th, 2025.

January 2025 Meeting Date Change- Due to the county's staff day, the board will move its January 20th meeting to January 27th, 2025.

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY LEEANN PODRUCH TO MOVE THE JANUARY 20, 2025, MCPL BOARD MEETING TO JANUARY 27, 2025. MOTION CARRIED.

Library Service Highlight: Central Wisconsin Book Festival Recap – Presented by Katelyn Sabelko, Library Services Manager.

- The 2024 Book Festival had 15 events with 480 attendees.
- The headline act was David Wroblewski, an internationally bestselling author, and was held in Stevens Point.
- Book Festival plans for 2025 will start in November.

Announcements – None

Request for Future Agenda Items- None

A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY REID RAYOME TO ADJOURN AT 12:35 P.M. MOTION CARRIED.

A handwritten signature in cursive script, 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 November 18, 2024.



COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

A meeting of the Marathon County Public Library Board of Trustees,
Monday, September 16, 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/355252821> or number [1 877 309 2073](tel:18773092073). Access Code for dialing in 355-252-821.

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)*
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 - C. Library Director
 - D. Board Committees
 - E. Friends of the Library
 - F. MCPL Foundation
 - G. Wisconsin Valley Library Service
7. (15 minutes) Library Service Highlight: Central Wisconsin Book Festival– For Discussion and Informational Purposes Only
8. (20 minutes) 2025 Library Budget – For Discussion and Possible Action
9. Announcements
10. Request for Future Agenda Items
11. Next Meeting Dates
 - Monday 10/21/2024
 - Monday 11/18/2024
 - Monday 12/16/2024
12. Adjournment

Signed: 
Library Director or Designee

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EMAILED TO: Wausau Daily Herald, City Pages, and
EMAILED TO: Other Media Groups
EMAILED BY: H. Wilde
EMAILED DATE: September 10, 2024
EMAILED TIME: 3:00 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, September 16, 2024.

Present: Reid Rayome, Gary Gisselman, LeeAnn Podruch, Andrea Sheridan, Leah Giordano

Absent: Kari Sweeney, Chris Voll, Nathan Turajski

Others: Katelyn Sabelko, Heather Wilde, David Hahn, Stephanie Martell, and Chad Dally
Remote visitors: none

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

A MOTION WAS MADE BY LEEANN PODRUCH; SECONDED BY ANDREA SHERIDAN TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE AUGUST 19, 2024, MEETING. MOTION CARRIED.

A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY GARY GISSELMAN TO APPROVE THE AUGUST 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.

- Engineers have found a solution to the ground issue on the HVAC project and progress is continuing.
- Summer program attendance has increased this year over last year.
- The bathtub in the children's area at the Wausau location is being repainted.
- The initial interviews for the Support Services Manager position have taken place.

Board Committees – None

Friends of the Library – The Friends met in August and decided to have another design competition in the coming year.

MCPL Foundation – The Foundation met last week and agreed to fund the Wi-Fi hotspots for circulation. The grants that have funded the hotspots will run out at the end of the year and with the Foundation's funding the library will be able to continue this service to the public.

Wisconsin Valley Library Service – None

Library Service Highlight: Central Wisconsin Book Festival – Presented by Chad Dally.

- The eighth annual Central Wisconsin Book Festival starts Thursday, September 26th.
- The Book Festival is a joint effort with the Portage County and Wisconsin Rapids libraries.
- This year the Festival will partner with the CVA on a poetry and art event.
- The largest planned event this year is author David Wroblewski's discussion of his new book, *Familiaris*, which was selected as an Oprah Winfrey's Book Club pick. This program will be on the UWSP campus on Saturday, September 28th.
- The events are free and funded by donations.

2025 Library Budget- Presented by Director Giordano

- An adjusted budget was handed out at the meeting and used for the presentation. See Exhibit 1.

A MOTION WAS MADE BY REID RAYOME SECONDED BY ANDREA SHERIDAN TO APPROVE THE BUDGET AS PRESENTED WITH THE PROVISION THAT THE PERSONNEL NUMBERS MAY VARY BY UP TO 1%, ALLOWING FOR MINOR ADJUSTMENTS AS NECESSARY WHILE REMAINING WITHIN THE APPROVED BUDGET LIMITS. MOTION CARRIED.

Announcements – None

Request for Future Agenda Items- None

A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY LEEANN PODRUCH TO ADJOURN AT 1:14 P.M. MOTION CARRIED.


Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for October 21, 2024.