



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, August 19, 2024, at 12:00 noon**

**NOTE CHANGE OF LOCATION:**

**Village of Hatley – Board Room  
435 Curtis Ave  
Hatley, WI 54440**

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/314043989> or number [1 866 899 4679](tel:18668994679). Access Code for dialing in 314-043-989.**

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. (10 minutes) WVLS Resource Library Agreement – For Discussion and Possible Action**
- 8. (15 minutes) Library Service Highlight: Overview and Tour of the Hatley Branch – For Discussion and Informational Purposes Only**
- 9. Announcements**
- 10. Request for Future Agenda Items**
- 11. Next Meeting Dates**
  - Monday 09/16/2024
  - Monday 10/21/2024
  - Monday 11/18/2024
  - Monday 11/16/2024

12. 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: August 13, 2024

EMAILED TIME: 10:15 a.m.

NOTICE POSTED AT COURTHOUSE

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

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

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, July 15, 2024.

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

Absent:

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, David Hahn, Stephanie Martell, Ben Kromholz 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 LEEANN PODRUCH; SECONDED BY REID RAYOME TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE JUNE 17, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY GARY GISSELMAN TO APPROVE THE JUNE 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.

- SLP has been very successful, but staff shortages have made it challenging. Staff have been very helpful at filling in at the branches for the positions currently open.
- The new security guard position has been filled for the last three weeks and has been a valuable addition to the library for patrons and staff.
- The outdoor portion of the HVAC project has been held up by a soil issue, so the construction team has moved to a different part of the project.
- The final NICE Project recommendations have been presented. At an August 1<sup>st</sup> meeting there will be discussion about the project, but voting on the topic may be later.
- The library elevator has continued to have issues, sometimes preventing use. Staff continue to keep records of the problems for Facilities.

Board Committees – None

Friends of the Library – The June members-only book sale brought in \$545.

MCPL Foundation – The Foundation met on July 11<sup>th</sup>.

Wisconsin Valley Library Service – The WVLS Board will meet in August.

7.62 Animals in the Library Policy Update – The policy is being updated to match state requirements on service animals.

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO APPROVE THE POLICY UPDATE. MOTION CARRIED.**

Library Service Highlight: Website Tour – presented by Ben Krombholz, Web and Graphic Design Specialist.

- The library’s website is MCPL.us. The library catalog is on a separate website that can be reached through MCPL’s website.
- Between the VCat, Wisconsin’s Digital Library and WISCAT sites, there are many items available for checkout.
- There is a Live Chat option available on the site so patrons can ask questions about research questions or their account.
- Services are separated by different types, including youth services, young adults, meeting rooms and research assistance. This makes it easier for individuals to find what they need.
- Online resources are available from MCPL (e.g. Mango Languages, Tumblebooks), WVLS (e.g. Ancestry, Gale Presents: Udemy), and Badgerlink (e.g. Newspapers.com and Popular Magazines).
- Events are shown for different locations and a calendar view will be added soon.

Announcements – None

Request for Future Agenda Items- None

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY NATHAN TURAJSKI TO ADJOURN AT 12:35 P.M. MOTION CARRIED.**

  
Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for August 19, 2024.

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, June 17, 2024.

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

Absent: Nathan Turajski, Chris Voll

Others: Alexander Johnson, Katelyn Sabelko, Heather Wilde, David Hahn, 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 MAY 20, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY REID RAYOME TO APPROVE THE MAY 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 library is testing Princh software which is for mobile printing by patrons. Staff is also working on implementing Pharos software which will be used for patron logon.
- Work on the HVAC project has started in the basement. Construction will include moving a wall in the basement a couple of feet to accommodate new equipment.
- Director Giordano met with Chris Holman, the interim director of facilities and discussed renovating the library bathrooms and replacing the elevator. The facilities department will be evaluating and prioritizing county projects.

Board Committees – None

Friends of the Library – The Friends had sales on May 18<sup>th</sup> and Jun 15<sup>th</sup>.

MCPL Foundation – None

Wisconsin Valley Library Service – The WVLS Board will meet in August.

Library Service Highlight: Branch Services– Presented by Katelyn Sabelko, Library Service Manager.

- Branches give MCPL the opportunity to serve smaller communities in the more rural areas of the county.
- MCPL has eight branches – Athens, Edgar, Hatley, Marathon City, Mosinee, Rothschild, Spencer, and Stratford.
- Branch libraries create a sense of community and staff members get to know patrons well at these locations.
- Branches provide patrons with library materials, WiFi, computer and printer access, reference help, programming and more.
- The branch team includes one branch team lead, seven coordinators, eleven assistants and the library service manager.

Announcements – None

Request for Future Agenda Items – None

**A MOTION WAS MADE BY KARI SWEENEY; SECONDED BY ANDREA SHERIDAN TO ADJOURN AT 12:26 P.M. MOTION CARRIED.**

  
Library Director or Designee

# Marathon County Public Library Bills for Approval July, 2024\*

<b>Library</b>		
52131 Financial, Banking and Investment Services		
Unique Management Services Inc	\$	69.90
	<b>Financial, Banking and Investment Services</b>	<b>\$ 69.90</b>
52250 Telephone, Internet and Cable		
Charter Communications	\$	542.94
Frontier	\$	798.12
	<b>Telephone, Internet and Cable</b>	<b>\$ 1,341.06</b>
52560 Other Special Services		
Amazon Capital Services	\$	7.98
Baker & Taylor Company	\$	4,377.57
Blackstone Publishing	\$	5.90
Rockford Map Publishers Inc.	\$	10.95
	<b>Other Special Services</b>	<b>\$ 4,402.40</b>
53130 Printing and Forms		
Roto Graphic Printing Inc	\$	2,078.00
	<b>Printing and Forms</b>	<b>\$ 2,078.00</b>
53142 Software - IT		
Heartland Business Systems	\$	633.93
	<b>Software-IT</b>	<b>\$ 633.93</b>
53161 Books Library		
Amazon Capital Services	\$	2,231.25
Baker & Taylor Company	\$	23,016.41
OverDrive Inc	\$	896.48
Rockford Map Publishers Inc.	\$	63.75
	<b>Books Library</b>	<b>\$ 26,207.89</b>
53168 Audio-Visual Materials		
Amazon Capital Services	\$	553.05
Baker & Taylor Company	\$	2,007.63
Blackstone Publishing	\$	40.00
Midwest Tape LLC	\$	2,247.39
	<b>Audio-Visual Materials</b>	<b>\$ 4,848.07</b>
53190 Office Supplies		
Staples	\$	399.30
WI Valley Library Service	\$	650.40
	<b>Office Supplies</b>	<b>\$ 1,049.70</b>
53321 Personal Auto Mileage		
Staff	\$	440.47
	<b>Personal Auto Mileage</b>	<b>\$ 440.47</b>
53494 Technology Supplies		
Amazon Capital Services	\$	87.17
CDW Government Inc	\$	208.92
	<b>Technology Supplies</b>	<b>\$ 296.09</b>
55320 Building/Offices Rent		
Hatley, Village of	\$	1,691.04
Mosinee, City of	\$	48.70
WI Public Service Corporation	\$	383.82
	<b>Building/Offices Rent</b>	<b>\$ 2,123.56</b>

**Library - Gifts/Donations**

52164 Contractual Services			
	Tank Mates LLC	\$	878.00
	<b>Contractual Services</b>	<b>\$</b>	<b>878.00</b>
52172 Artist and Event Performances Services			
	Angell-Feuerstein, Stephanie	\$	225.00
	Lindberg, Ron	\$	550.00
	Pease, Thomas	\$	1,600.00
	Peterson, Randy	\$	1,200.00
	REGI Raptor Education Group Inc	\$	347.82
	Snake Discovery, LLC	\$	990.00
	Strutz Entertainment	\$	900.00
	The Magic of Isaiah	\$	1,600.00
	The Mike Schneider Band	\$	800.00
	Zoozort Corp Inc.	\$	475.00
	<b>Artist and Event Performances Services</b>	<b>\$</b>	<b>8,687.82</b>
53161 Books Library			
	Amazon Capital Services	\$	90.00
	Baker & Taylor Company	\$	506.73
	<b>Books Library</b>	<b>\$</b>	<b>596.73</b>
53190 Office Supplies			
	Staff	\$	40.00
	<b>Office Supplies</b>	<b>\$</b>	<b>40.00</b>
53936 Other Supplies			
	Amazon Capital Services	\$	297.62
	<b>Other Supplies</b>	<b>\$</b>	<b>297.62</b>
<b>CIP Library</b>			
52990 Sundry Contractual Services			
	Per Mar Security & Research Corporation	\$	2,962.86
	<b>Sundry Contractual Services</b>	<b>\$</b>	<b>2,962.86</b>
53494 Technology Supplies			
	Envisionware, Inc.	\$	12,775.00
	<b>Technology Supplies</b>	<b>\$</b>	<b>12,775.00</b>
58120 Furniture, Fixtures and Equipment			
	Office Enterprises Inc	\$	4,097.97
	<b>Furniture, Fixtures and Equipment</b>	<b>\$</b>	<b>4,097.97</b>
<b>Grand Total</b>		<b>\$</b>	<b>73,827.07</b>

\*Current as of 8/8/24 when pulled from Workday (county system)



## Marathon County Public Library Budget vs Actual (Library cost center) for July, 2024\*

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library Cost Center</b>				
<b>Revenues</b>				
46170 Sale of Maps, Poll Lists, Copies	\$ 12,000.00	\$ 964.93	\$ 8,450.20	\$ (3,549.80)
46190 Other General Government Fees	\$ 24,000.00	\$ 1,700.00	\$ 16,605.00	\$ (7,395.00)
46199 Employee Share of Insurance**	\$ -	\$ -	\$ 4,215.50	\$ 4,215.50
47393 Local Department Charges Internal Service Fund**	\$ -	\$ -	\$ 46.51	\$ 46.51
46710 Library Fees	\$ 45,000.00	\$ 2,724.97	\$ 29,697.65	\$ (15,302.35)
48200 Rental of Buildings and Property	\$ 42,153.00	\$ -	\$ 21,076.50	\$ (21,076.50)
48900 Other Miscellaneous Revenues	\$ -	\$ -	\$ 860.09	\$ 860.09
49210 Transfer from the General Fund	\$ 63,085.00	\$ -	\$ -	\$ (63,085.00)
49299 Transfers from Fund Balance	\$ -	\$ -	\$ 63,085.00	\$ 63,085.00
<b>Total Revenues</b>	<b>\$ 186,238.00</b>	<b>\$ 5,389.90</b>	<b>\$ 144,036.45</b>	<b>\$ (42,201.55)</b>

<b>Personnel Expenses</b>				
51111 Salaries and Wages	\$ 2,078,706.00	\$ 154,005.65	\$ 1,104,747.08	\$ 973,958.92
51120 Overtime	\$ 22,935.00	\$ -	\$ -	\$ 22,935.00
51390 Other Special Pay	\$ -	\$ 1,658.12	\$ 11,644.38	\$ (11,644.38)
51580 Unemployment Compensation	\$ 2,102.00	\$ -	\$ -	\$ 2,102.00
51510 Social Security	\$ 160,775.00	\$ 11,228.60	\$ 80,608.05	\$ 80,166.95
51520 Retirement Employers Share	\$ 131,875.00	\$ 9,862.35	\$ 70,111.97	\$ 61,763.03
51541 Dental Insurance	\$ 12,031.00	\$ 691.82	\$ 4,727.75	\$ 7,303.25
51550 Life Insurance	\$ 7,016.00	\$ 42.83	\$ 250.67	\$ 6,765.33
51560 Workers Compensation	\$ 1,261.00	\$ 92.72	\$ 668.43	\$ 592.57

51590 Other Employer Contributions	\$	30,030.00	\$	11,350.21	\$	22,906.25	\$	7,123.75
51593 Health Insurance	\$	508,987.00	\$	33,189.04	\$	221,435.07	\$	287,551.93
<b>Personnel Expenses Total</b>	<b>\$</b>	<b>2,955,718.00</b>	<b>\$</b>	<b>222,121.34</b>	<b>\$</b>	<b>1,517,099.65</b>	<b>\$</b>	<b>1,438,618.35</b>

### Operating Expenses

52130 Accounting and Audit Services	\$	1,300.00	\$	-	\$	-	\$	1,300.00
52131 Financial, Banking and Investment Services	\$	1,200.00	\$	69.90	\$	594.15	\$	605.85
52192 Other Professional Services	\$	6,500.00	\$	-	\$	6,500.00	\$	-
52250 Telephone, Internet and Cable	\$	22,750.00	\$	1,341.06	\$	8,399.20	\$	14,350.80
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	6,731.00	\$	(231.00)
52140 Technology Services	\$	16,000.00	\$	-	\$	11,434.97	\$	4,565.03
52560 Other Special Services	\$	34,000.00	\$	4,402.40	\$	22,612.35	\$	11,387.65
52561 Reimburse County	\$	6,400.00	\$	-	\$	6,140.00	\$	260.00
52932 Copier Charges	\$	6,500.00	\$	-	\$	3,267.44	\$	3,232.56
52990 Sundry Contractual Services	\$	15,000.00	\$	-	\$	4,777.45	\$	10,222.55
53110 Postage and Courier	\$	1,700.00	\$	-	\$	-	\$	1,700.00
53130 Printing and Forms	\$	5,000.00	\$	2,078.00	\$	2,992.00	\$	2,008.00
53142 Software - IT	\$	6,000.00	\$	633.93	\$	3,762.82	\$	2,237.18
53161 Books Library	\$	275,045.00	\$	26,207.89	\$	136,950.08	\$	138,094.92
53168 Audio-Visual Materials	\$	56,596.00	\$	4,848.07	\$	26,086.70	\$	30,509.30
53169 E-Books Library	\$	34,252.00	\$	-	\$	34,296.24	\$	(44.24)
53190 Office Supplies	\$	27,000.00	\$	1,049.70	\$	10,931.36	\$	16,068.64
53220 Subscriptions	\$	18,600.00	\$	-	\$	2,154.26	\$	16,445.74
53221 Electronic Subscriptions	\$	35,200.00	\$	-	\$	20,510.53	\$	14,689.47
53240 Membership Dues	\$	118,497.00	\$	-	\$	118,951.21	\$	(454.21)
53250 Registration Fees/tuition	\$	3,500.00	\$	-	\$	610.00	\$	2,890.00
53260 Advertising	\$	4,000.00	\$	-	\$	3,076.93	\$	923.07

53321 Personal Auto Mileage	\$	3,500.00	\$	440.47	\$	1,051.36	\$	2,448.64
53410 Meeting Expenses	\$	2,700.00	\$	-	\$	94.94	\$	2,605.06
53494 Technology Supplies	\$	3,000.00	\$	296.09	\$	2,403.18	\$	596.82
53936 Other Supplies	\$	10,000.00	\$	-	\$	3,232.16	\$	6,767.84
55190 Insurance Other Premiums	\$	48,000.00	\$	-	\$	-	\$	48,000.00
55320 Building/Offices Rent	\$	65,000.00	\$	2,123.56	\$	15,311.47	\$	49,688.53
<b>Operating Expenses Total</b>	<b>\$</b>	<b>833,740.00</b>	<b>\$</b>	<b>43,491.07</b>	<b>\$</b>	<b>452,871.80</b>	<b>\$</b>	<b>380,868.20</b>
Total Expenditures	\$	3,789,458.00	\$	265,612.41	\$	1,969,971.45	\$	1,819,486.55
Net Change	\$	(3,603,220.00)	\$	(260,222.51)	\$	(1,825,935.00)	\$	1,777,285.00

\*Current as of 8/9/24 when pulled from Workday (county system). These numbers include the 2023 roll over funds now entered by County Finance.

\*\* Payroll revenue- temporary holding position for County Finance

Marathon County Public Library Budget vs Actual (additional cost centers) July, 2024\*

	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library - Gift/Donation Cost Center</b>				
Total Revenues	\$ 202,783.00	\$ 11,745.00	\$ 258,864.97	\$ 56,081.97
Total Expenditures	\$ 202,783.00	\$ 10,500.17	\$ 64,227.18	\$ 138,555.82
<b>Library - Gift/Donation Cost Center Net</b>	<b>\$ -</b>	<b>\$ 1,244.83</b>	<b>\$ 194,637.79</b>	<b>\$ 194,637.79</b>
<b>CIP- Library Cost Center</b>				
Total Revenues**	\$ 498,265.00		\$ 498,264.97	\$ (0.03)
Total Expenditures	\$ 498,265.00	\$ 19,835.83	\$ 77,750.03	\$ 420,514.97
<b>CIP-Library Net Change</b>	<b>\$ -</b>	<b>\$ (19,835.83)</b>	<b>\$ 420,514.94</b>	<b>\$ 420,514.94</b>

\*Current as of 8/9/24 when pulled from Workday (county system). These numbers include the 2023 roll over funds now entered by County Finance.

## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of July 2024

Branch	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE	2023 YEAR-to-DATE	2024 YEAR-to-DATE	% CHANGE
ATHENS	1,484	1,440	-2.96%	11,673	12,247	4.92%
EDGAR	1,049	1,560	48.71%	9,000	9,258	2.87%
HATLEY	2,252	2,508	11.37%	13,104	14,144	7.94%
MARATHON	2,647	2,706	2.23%	17,789	16,699	-6.13%
MOSINEE	2,838	2,861	0.81%	17,914	17,327	-3.28%
ROTHSCHILD	8,355	9,710	16.22%	57,025	56,834	-0.33%
SPENCER	1,436	873	-39.21%	8,062	8,077	0.19%
STRATFORD	2,376	2,562	7.83%	14,783	15,375	4.00%
WAUSAU	34,650	37,849	9.23%	213,999	228,283	6.67%
WAUSAU DRIVE UP	1,652	1,867	13.01%	12,672	12,372	-2.37%
HOMEBOUND	587	503	-14.31%	4,379	4,024	-8.11%
ILL	103	174	68.93%	1,161	1,107	-4.65%
OVERDRIVE	16,210	17,554	8.29%	107,886	125,784	16.59%
<b>GRAND TOTAL</b>	<b>75,639</b>	<b>82,167</b>	<b>8.63%</b>	<b>489,447</b>	<b>521,531</b>	<b>6.56%</b>

\*MCPL Athens branch was closed November 6-11, 2023 to move into new location

## ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

July 2024

	CUSTOMER STATISTICAL CLASSES								TOTAL NON-RESIDENT CIRC	TOTAL CIRC	% of CIRC by BRANCH
	WVLS-CLARK	WVLS-LANGLADE	WVLS-LINCOLN	SCLS-PORTAGE	NFLS-SHAWANO	WVLS-TAYLOR	SCLS-WOOD				
ATHENS	123	0	0	0	0	593	0	716	12,247	5.85%	
EDGAR	1	0	0	0	0	0	0	1	9,258	0.01%	
HATLEY	13	0	3	0	0	0	0	16	14,144	0.11%	
MARATHON	19	0	36	0	0	1	0	56	16,699	0.34%	
MOSINEE	0	0	28	0	0	0	0	28	17,327	0.16%	
ROTHSCHILD	46	0	19	0	0	1	0	66	56,834	0.12%	
SPENCER	575	0	0	0	0	1	7	583	8,077	7.22%	
STRATFORD	0	0	0	0	0	0	0	0	15,375	0.00%	
WAUSAU	65	0	1,092	0	0	85	29	1,271	228,283	0.56%	
WAUSAU DRIVE UP	10	0	36	0	0	0	0	46	12,372	0.37%	
MISC*									130,915		
TOTAL MCPL	852	0	1,214	0	0	681	36	2,783	521,531	0.53%	
% of CIRC											
by COUNTY	0.16%	0.00%	0.23%	0.00%	0.00%	0.13%	0.01%				

\*MISC=HOMEBOUND,WVLS-D,WVLS-L,III, OVERDRIVE

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of July 2024

	2023 CURRENT MONTH	2024 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	59,225	53,589	-9.52%
RESIDENT CHILD	8,495	8,938	5.21%
HOMEBOUND	96	100	4.17%
STAFF	66	62	-6.06%
TEMPORARY	584	476	-18.49%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>68,466</b>	<b>63,165</b>	<b>-7.74%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	2,888	2,680	-7.20%
CHILD	230	236	2.61%
TEMPORARY	28	23	-17.86%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWER</b>	<b>3,146</b>	<b>2,939</b>	<b>-6.58%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	410	416	1.46%
<b>GRAND TOTAL</b>	<b>72,022</b>	<b>66,520</b>	<b>-7.64%</b>



# Marathon County Public Library Director Report August 2024

## Highlights

### Library Services

The Library Services team welcomed a new full-time Library Specialist on board in July. Olivia B., who was promoted from her role on the circulation team, will work on the Adult and Youth Reference Desks and create programming for teens and new adults (ages 12-29). Now that the team is complete, Adult Services is hard at work planning for the fall and putting new projects into action. November is International Games Month, and the team is planning a month of gaming fun for all ages in the library. Adult and teen patrons can also look forward to a spooky event in the library this October. We're excited to welcome back the Wausau Paranormal Research Society to present "Our Haunted Heartland." In September, the Library Services team will offer some highly-requested computer programming. Patrons can register now for Microsoft Word and Excel classes held at our Wausau headquarters. Yet this summer, the team will host MCPL's second annual American Artist Appreciation Weekend event at all our locations in August.



Our Youth Services team remained busy with all things Summer Library Program this month. Twenty-seven programs were offered for families at our Wausau Headquarters in July, and 218 children and teens have completed the program so far this summer. Our two big SLP performers in July, the Magic Rondini and Randy Peterson, drew in crowds of all ages. The break in the rain allowed the Youth team to offer multiple Story Times in the Park, and our Read to a Therapy Dog program continued to be a success with enthusiastic young readers. Our weekly Dungeons



and Dragons program for teens also continues to be popular with young people in the community. The team is looking forward to one more month of summer reading fun in August.

–Katelyn S, Library Services Manager

## New Resource for Patrons in the Works

Thanks to funding from the Friends of the Library, we are excited to begin the creation of a brand-new resource for MCPL patrons: Memory Kits. A Memory Kit is a collection of materials centered on a simple, positive theme (such as baking, farm life, fishing, etc.) intended for the enrichment of elderly community members who may be struggling with memory loss or dementia. The materials in the kits will engage multiple senses and include hands-on activities. The kits will provide an opportunity for loved ones and caregivers to interact with the person affected by memory loss and to stimulate the mind, body, and emotions. Though this project is in its early stages, Jailin P., Homebound Coordinator, hopes to make the kits available in our library catalog later this year.

## Branches

Summer events continued to be well received and well attended county wide! Some hits included Randy Peterson in Athens (39 people), Hatley (49), and Rothschild (50); Raptor Education Group in Edgar (95) and Stratford (50); and Pint Size Polkas in Marathon (175) Craft projects and story times were also popular at all locations. A special summer highlight was the Reading Rodeo brought to our Stratford library by Memory Lane Farm of Marshfield. Over 100 guests were able to participate in different stations, including a Meet & Greet with the farm's horses; leading a horse through an obstacle course with multiple literacy levels; a Stick Horse Relay; a Horse Story Time; a Pooper Scooper Game; a Puppet Horse craft; and a Photo Booth. Athens had a few local themed events in July. The library is hosting an Athens Local Focal scavenger hunt with 14 pictures of different architectural features in downtown Athens. 20 families have enjoyed this activity so far. Children rounded out the the month making a sheep project using cardboard, yarn, sheep wool and googly eyes to highlight the fact that Kitty R will be presenting "Stories at the MilkHaus" at Miltrim Farm on 8/2/24.



On July 29, Ben Clark, Historian from the Marathon County Historical Society presented the wonderful and informational program, Immigrants and Refugees in Marathon County, with an

emphasis on the Marathon City area. We had a fantastic turn-out of 12 people from in and around Marathon City. We are looking forward to our next historical program in October.

Hatley's Farmer's Market, held weekly on Wednesdays, from 3:00 to 6:00 p.m., in the Library/Community Center parking lot, continues to draw many people. Peggy sets up a table, promoting the library, with displays and conversation with market attendees. Each week Peggy interacts with 30 to 60 people. The library is experiencing increased foot traffic into the library on Wednesdays!

In Edgar, Marathon County's Conservation, Planning and Zoning department used the library as a drop-off location for groundwater testing.

In Mosinee, 7 patrons used Sarah's pressed flowers from her garden to make really creative homemade lanterns and bookmarks. Sarah also instructed participants on how to press their own flowers using several different methods.

In staffing news, Robin, our branch assistant from Hatley will be transferring to the open branch assistant position in Mosinee. We should have a new branch assistant starting in Hatley in mid-August. We are currently hiring for a Spencer Branch Assistant and Spencer Branch Coordinator. Interviews have been held and we hope to have our new staff members starting soon. Staff from multiple branches and Wausau have been busy volunteering to fill in at many locations.

*-Laura W, Branch Team Lead*

## Library Services Statistics & Activities

### Team News & Projects

- Notary: 18 appointments
- Proctoring: 7 appointments
- Tech Time: 7 appointments
- MCPL study rooms were booked 107 times in July
- Homebound Services:
  - Items sent out: 227
  - Volunteer deliveries completed: 18
  - New (or recently returned) HB patrons: 2
  - Active HB accts at the start of the month: 84
  - Reading slips, letters, or notes received: 30
- Weeding:
  - Mosinee: Adult Nonfiction
  - Rothschild: Adult Nonfiction
  - Spencer: Adult Fiction
  - Wausau: Adult Fiction
- Outreach:
  - Chad appeared on WXCO radio to discuss library programs and resources on July 2, 16, and 30
  - Rose worked with the Marathon County Parks Department to continue the Story Time in Park series and SLP performances in local parks
  - Rose coordinated details for the Wausau School District Mentor Day program (upcoming in October)
- Ongoing projects:
  - Branch collection maintenance visits (Kate, Murray)

- Central Wisconsin Book Festival (Chad)
  - Committee meeting on July 15
- Events database upgrades (Ben, Chad)
  - New event idea form launched
  - Database testing continued
- Highlighting Hmong books in Children’s Collection (Murray)
- Implementing shared book club spreadsheet for WVLS libraries (Kate)
- Library history digitization project (Julie)
- Library resources/services for entrepreneurs (Chad, Ben, Jordan)
  - New webpage is in development
- Lost & Found management (Kathy)
- Marketing and social media (Robyn)
  - Completed Udemy course on Facebook ad marketing
- Memory Kits (Jailin)
  - We are grateful to the Friends of the Library for funding this project!
- Obituary index accessibility in Aspen (Jailin)
- Policy & procedure edits (Kate, Rose)
- Programming
  - Fall program planning in progress (Chad, Julie, Olivia, Rose, Tara)
  - International Games Month planning in progress (Jailin, Jordan, Julie, Olivia)
  - Summer Library Program (Tara, Rose, Robyn, Ben, Chad)
- Reference skills orientation update (Julie)
- Website and newsletters (Ben)

## Events and Programs

### Youth Events

#### Story Times:

- July 8: Story Time in the Park (Brockmeyer)—30
- July 11: Family Story Time—15
- July 17: Play & Learn Story Time—48
- July 18: Family Story Time—30
- July 22: Story Time in the Park (Sylvan Hill)—40
- July 24: Play & Learn Story Time—34
- July 25: Family Story Time—20
- July 31: Play & Learn Story Time—34

#### Other Programs:

- July 2: Teen Dungeons & Dragons—14
- July 2: Pokémon Club—35
- July 5: Kid’s Movie Matinee, “Wish”—15
- July 9: Teen Dungeons & Dragons—14
- July 10: The Great Rondini’s Magic Show—214
- July 10: Teen Amazing Race—11
- July 11: Read to a Therapy Dog—42
- July 12: YA Movie Matinee, “Ballad of Songbirds and Snakes”—2
- July 16: Randy Peterson—63
- July 16: Teen Dungeons & Dragons—13
- July 17: LEGO Block Party—31
- July 18: Read to a Therapy Dog—35
- July 23: Teen Dungeons & Dragons—12
- July 25: Read to a Therapy Dog—52

- July 25: Teen Forensics—6
- July 30: DIY Scratch Art—27
- July 30: Teen Dungeons & Dragons—11
- July 31: LEGO Block Party—10
- July 1-31: Children’s Room Scavenger Hunt—114
- **Number of July Youth Services programs – 27**
- **Total attendance for July Youth Services programs – 972**

### Adults/All Ages Events

- July 2: Cribbage Meetup – 3
- July 8: Adaptive Communities Arts and Crafts – 12
- July 9: Cribbage Meetup – 2
- July 16: Extension Gardening: Fragrant Herbs – 9
- July 16: Cribbage Meetup – 3
- July 22: City Spotlight: Wausau City Clerk Kaitlyn Bernarde – 3
- July 23: Adaptive Communities Arts and Crafts – 12
- July 23: Movie Night: “Ghostbusters: Frozen Empire” – 9
- July 23: Cribbage Meetup – 4
- July 30: Cribbage Meetup – 2
- **Number of July programs and activities – 10**
- **Total attendance/participation for July programs – 59**

## Media Summary

### Social Media Statistics:

- Facebook (MCPL): 5,324 followers (+5)
  - New likes (+10)
  - Unfollows (0)
- Twitter: 1,232 followers (-6)
- Pinterest: 962 followers (+1)
- Goodreads: 348 friends (+1); 1,493 reviews (+0)
- Instagram: 1,150 followers (+4)
- YouTube: 521 subscribers (-1)

### Hot Happenings in the River District (email newsletter)

- July 3 – Movie Matinee for Kids: Wish
- July 10 – Extension Gardening: Multiply Your Joy with Fragrant Herbs
- July 17 – City Spotlight: Wausau City Clerk Kaitlyn Bernarde
- July 24 – Read to a Therapy Dog
- July 31 – Friends of MCPL Book Sale

### WXCO 1230 AM, 98.9 FM

- July 2 – The Chad Holmes Show – Chad Dally of the Marathon County Public Library plus a Chris Conley update. <https://civicmedia.us/shows/chad-holmes-show/2024/07/02/chad-dally-of-the-marathon-county-public-library-plus-a-chris-conley-update>
- July 16 – The Chad Holmes Show – AANHPI for Biden’s Kou Lee, Marathon County Public Library’s Chad Dally and Brittany Merlot. <https://civicmedia.us/shows/chad-holmes-show/2024/07/16/aanhpi-for-bidens-kou-lee-marathon-county-public-librarys-chad-dally-and-brittney-merlot>
- July 30 - The Chad Holmes Show – Chad Dally of the Marathon County Public Library and 87th Assembly GOP candidate Cory Sillars <https://civicmedia.us/shows/chad-holmes->

[show/2024/07/30/chad-dally-of-the-marathon-county-public-library-and-87th-assembly-gop-candidate-cory-sillars](#)

## City Pages

- July 3 – Big Guide – Ongoing – MCPL Learn How to Play Cribbage; Events – Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Mosinee DIY Pressed Flower Craft, Stratford Young Adult Book Club, Mosinee Book Club, Stratford Book Club, Rothschild Book Club; Kids/Teens – Wausau: Movie Matinee for Kids, Rondini Magic Show, Amazing Race for Teens, Read to a Therapy Dog, Movie Matinee for Teens, Randy’s Rocking Adventures, Summer LEGO Block Party; Athens: Sunflower Weaving, Randy’s Rocking Adventures, Backpack Buddies; Edgar: My Summer Adventure Book, Story Stones, Raptor Education Group Night Moves, Pokemon Club, Backpack Buddies; Hatley: Backpack Buddies, Randy’s Rocking Adventures; Marathon City: Summer LEGO Block Party, Pint Size Polkas, Sunflower Weaving; Mosinee: Mini Paper Kites; Rothschild: Summer LEGO Block Party, Randy’s Rocking Adventures, Read to a Therapy Dog, My Summer Adventure Book; Spencer: Pint Size Polkas, Mini Paper Kites, My Summer Adventure Book; Stratford: Raptor Education Group Night Moves, Sunflower Weaving
- July 11– Big Guide – Ongoing – Edgar Community Cookbook, MCPL Learn How to Play Cribbage; Events – Stratford Young Adult Book Club, Mosinee Book Club, Stratford Book Club, Rothschild DIY Beaded Suncatcher, Wausau Friends of MCPL Members Only Book Sale, Wausau MCPL Movie Night, Rothschild Book Club; Lectures/Workshops – Wausau: Extension Gardening Fragrant Herbs, MCPL City Spotlight City Clerk; Kids/Teens – Wausau: Read to a Therapy Dog, Movie Matinee for Kids, Randy’s Rocking Adventures, Summer LEGO Block Party, Library Card Pool Day, DIY Scratch Art; Athens: Backpack Buddies; Edgar: Pokemon Club, Backpack Buddies; Hatley: Randy’s Rocking Adventures; Marathon City: Summer LEGO Block Party, Sunflower Weaving; Mosinee: Mini Paper Kites, Outdoor Obstacle Course; Rothschild: Read to a Therapy Dog, My Summer Adventure Book, Make Your Own Zine; Spencer: Mini Paper Kites, My Summer Adventure Book; Stratford: Reading Rodeo, Play & Learn: Beading for All Ages, Sunflower Weaving
- July 18 – Metro Briefs: Security measures improved library safety, director says - <https://thecitypages.com/security-measures-improved-library-safety-director-says/>
- July 18 – Big Guide - Ongoing – Edgar Community Cookbook, MCPL Learn How to Play Cribbage; Events – Rothschild DIY Beaded Suncatcher, Wausau Friends of MCPL Members Only Book Sale, Wausau MCPL Movie Night, Rothschild Book Club; Lectures/Workshops – Wausau MCPL City Spotlight City Clerk, Marathon City An Immigrant History of Marathon County; Kids/Teens - Wausau: Read to a Therapy Dog, Movie Matinee for Kids, Summer LEGO Block Party, Library Card Pool Day, DIY Scratch Art; Athens: Backpack Buddies; Edgar: Backpack Buddies; Marathon City: Summer LEGO Block Party, Sunflower Weaving; Mosinee: Outdoor Obstacle Course; Rothschild: Read to a Therapy Dog, My Summer Adventure Book, Make Your Own Zine, Sharing Sports Card Collections, Summer LEGO Block Party; Spencer: Mini Paper Kites, My Summer Adventure Book; Stratford: Play & Learn: Beading for All Ages, Sunflower Weaving
- July 25 – Big Guide – Ongoing: Edgar Community Cookbook, MCPL Learn How to Play Cribbage; Events: Friends of MCPL Book Sale, Cat Lover Craft & Social Hour, Stratford Young Adult Book Club, Marathon City Book Club, Edgar Book Club, Hatley Book Club, Athens Book Club, Mosinee Book Club, Stratford Book Club, Rothschild Book Club; Lectures/Workshops: Marathon City An Immigrant History of Marathon County

## Record Review

- July 3 – People: Athens: Randy’s Rocking Adventures, Book Club; Edgar: Story Stones, Book Club; Marathon: Book Club, LEGO Block Party, Pint Size Polkas; Stratford: YA Book club; Marathon County: Night Moves (ED, ST)
- July 10 – People: Athens: Backpack Buddies; Edgar: Pokemon Club, Long term adult care class; Marathon: Summer LEGO party, Sunflower Weaving; Stratford: Reading Rodeo; Marathon County: Gardening class July 16
- July 17 – People: Edgar: Backpack Buddies; Marathon: Scavenger Hunt, Summer LEGO Party; Stratford: Play and Learn Beading

- July 24 – People: Athens: Family Story Time, Book Club; Edgar: Backpack Buddies, Family Story Time, Book Club; Marathon: Family Story Time, Summer LEGO Party, Sidewalk Chalk Art, Book Club; Stratford: Sunflower Weaving, All Day Mario Party, YA Book Club
- July 31 – People: Athens: Family Story Time, Book Club; Edgar: Family Story Time, Book Club; Marathon: Family Story Time, Summer LEGO Party, Sidewalk Chalk Art, Book Club; Stratford: All Day Mario Party, Young Adult Book Club, Book Club

#### Hub City Times

- July 17 – MCPL system announces summer youth events: Play & Learn Beading (ST), Mini Paper Kites (SP), Summertime Scavenger Hunt (MA, SP), Backpack Buddies (ED), My Summer Adventure Book (SP), Sunflower Weaving (ST)

#### Mosinee Times

- July 4 – MCPL Mosinee to host DIY pressed flower craft
- July 11 – Friends of MCPL Members Only Sale
- July 25 – MCPL August Book Clubs

#### Wausau Pilot & Review

- July 5 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2024/06/29/marathon-county-public-library-programs-adults-14/>
- July 5 – Sensational Summer Reads: This week's picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/07/05/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-6/>
- July 6 – Marathon County Public Library programs, youths - <https://wausapilotandreview.com/2024/07/06/marathon-county-public-library-programs-youths-7/>
- July 10 – Marathon County Public Library programs, adults - <https://wausapilotandreview.com/2024/07/10/marathon-county-public-library-programs-adults-15/>
- July 12 - Sensational Summer Reads: This week's picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/07/12/sensational-summer-reads-this-weeks-picks-from-the-marathon-county-public-library-7/>
- July 22 – Marathon County Public Library book clubs: August - <https://wausapilotandreview.com/2024/07/22/marathon-county-public-library-book-clubs-august-5/>
- July 24 – Marathon County Public Library programs: adults - <https://wausapilotandreview.com/2024/07/24/marathon-county-public-library-programs-adults-16/>
- July 24 – Marathon County Public Library programs, youths - <https://wausapilotandreview.com/2024/07/24/marathon-county-public-library-programs-youths-8/>
- July 27 – August story time dates set at Marathon County Public Library - <https://wausapilotandreview.com/2024/07/27/august-story-time-dates-set-at-marathon-county-public-library-2/>
- July 29 - Sensational Summer Reads: This week's picks from the Marathon County Public Library - <https://wausapilotandreview.com/2024/07/29/sensational-summer-reads-this-weeks-picks-for-adults-and-children/>

#### Wausau Times/Buyers Guide

- July 10 – Youth Events July 15-31; Pokemon Club (ED), Backpack Buddies (AT), My Summer Adventure Book (RO), Sunflower Weaving (MA), Randy's Rocking Adventures (HA, WA), Reading Rodeo (ST), LEGO Block Party (WA), Read to a Therapy Dog (WA), Play & Learn Beading (ST), LEGO Block Party (MA), Mini Paper Kites (SP), Summertime Scavenger Hunt (MA, SP), Read to a Therapy Dog (WA, RO), Outdoor Obstacle Course (MO), Library Card Pool Day (WA), Make Your

- Own Zine (RO), Backpack Buddies (ED), My Summer Adventure Book (SP), Sunflower Weaving (ST), DIY Scratch Art (WA), LEGO Block Party (WA), Sharing Sports Card Collections (RO)
- July 24 – Browse thousands of items at Friends of MCPL Book Sale July 31-August 3; Local Events: Edgar Community Cookbook, MCPL Learn How to Play Cribbage (WA); Kids/Teens: Read to a Therapy Dog (WA), Outdoor Obstacle Course (MO), Library Card Pool Day (WA), Read to a Therapy Dog (RO), Lego Block Party (MA), Backpack Buddies (ED), My Summer Adventure Book (SP), Sunflower Weaving (ST), Make Your Own Zine (RO), DIY Scratch Art (WA), Lego Block Party (WA), Sharing Sports Card Collections (RO), Read to a Therapy Dog (WA), Summer Lego Block Party (MA), Movie Matinee for Kids (WA), Sidewalk Chalk Art (MA), All Day Mario Party (ST), Pokemon Club (WA), Movie Matinee for Teens (WA), Aquarium Touch Pool & Activities (WA), Backpack Buddies (MA), Mini Paper Kites (RO), Duct Tape Water Bottle Holder (WA), DIY Neon Signs (WA)

## Materials

### Youth

July '24	2024 Annual Budget	Rollover from 2023	Total w/carryover	Free Balance	Spent as of 7/31/24	% Spent
<b>Juvenile Audiobooks</b>	\$10,000.00	\$0.00	\$10,000.00	\$3,184.44	\$6,815.56	68.16%
<b>Juvenile CDs</b>	\$300.00	\$30.54	\$330.54	\$202.88	\$127.66	38.62%
<b>Juvenile DVDs</b>	\$7,500.00	\$99.53	\$7,599.53	\$879.60	\$6,719.93	88.43%
<b>Juvenile Video Games</b>	\$2,350.00	\$0.00	\$2,350.00	\$1,304.26	\$1,045.74	44.50%
<b>Young Adult Audio Books</b>	\$1,800.00	\$0.00	\$1,800.00	\$575.16	\$1,224.84	68.05%
<b>Youth AV Subtotal</b>	<b>\$21,950.00</b>	<b>\$130.07</b>	<b>\$22,080.07</b>	<b>\$6,146.23</b>	<b>\$15,933.73</b>	<b>72.16%</b>
<b>Juvenile Fiction</b>	\$26,000.00	\$10.05	\$26,010.05	\$10,343.29	\$15,666.76	60.23%
<b>Juvenile NonFiction</b>	\$26,000.00	\$53.24	\$26,053.24	\$10,231.00	\$15,822.24	60.73%
<b>Juvenile Picture Books</b>	\$30,000.00	\$0.00	\$30,000.00	\$9,887.62	\$20,112.38	67.04%
<b>Juvenile Spanish</b>	\$1,500.00	\$23.56	\$1,523.56	\$971.96	\$551.60	36.20%
<b>Juvenile Standing Order</b>	\$7,500.00	\$0.00	\$7,500.00	\$5,451.38	\$2,048.62	27.31%
<b>Young Adult Fiction</b>	\$12,200.00	\$0.00	\$12,200.00	\$4,662.64	\$7,537.36	61.78%
<b>Young Adult Graphic Novels</b>	\$3,700.00	\$30.98	\$3,730.98	\$371.51	\$3,359.47	90.04%
<b>Young Adult NonFiction</b>	\$3,400.00	\$0.00	\$3,400.00	\$1,387.16	\$2,012.84	59.20%
<b>Juvenile e-books</b>	\$2,000.00	\$0.00	\$2,000.00	\$30.43	\$1,969.57	98.48%
<b>Youth Print Subtotal</b>	<b>\$112,300.00</b>	<b>\$117.83</b>	<b>\$112,417.83</b>	<b>\$43,336.99</b>	<b>\$69,080.84</b>	<b>61.45%</b>
<b>Youth Services TOTAL</b>	<b>\$134,250.00</b>	<b>\$247.90</b>	<b>\$134,497.90</b>	<b>\$49,483.33</b>	<b>\$85,014.57</b>	<b>63.21%</b>

### Adult

	2024 Annual Budget	Rollover from 2023	Total w/carryover	Monthly Allotment	Free Balance	Spent YTD	% Spent
<b>Adult Audiobooks</b>	\$11,500.00	\$279.58	\$11,779.58	\$1,045.45	\$5,794.83	\$5,984.75	52.04%

<b>Adult Music CD</b>	\$5,000.00	\$102.72	\$5,102.72	\$454.55	\$2,734.27	\$2,368.45	47.37%
<b>Adult DVD</b>	\$17,750.00	\$284.08	\$18,034.08	\$1,613.64	\$5,966.44	\$12,067.64	67.99%
<b>Adult Video Games</b>	\$1,550.00	\$0.00	\$1,550.00	\$140.91	\$946.12	\$603.88	38.96%
<b>Adult AV Subtotal</b>	<b>\$35,800.00</b>	<b>\$666.38</b>	<b>\$36,466.38</b>	<b>\$3,254.55</b>	<b>\$15,441.66</b>	<b>\$20,358.34</b>	<b>56.87%</b>
<b>Adult Paperbacks</b>	\$2,500.00	\$6.29	\$2,506.29	\$227.27	\$1,129.16	\$1,377.13	55.09%
<b>Adult Paperbacks S.O.</b>	\$450.00	\$0.00	\$450.00	N/A	\$450.00	\$0.00	0.00%
<b>Adult Fiction</b>	\$47,000.00	\$139.22	\$47,139.22	\$4,272.73	\$12,336.78	\$34,802.44	74.05%
<b>Adult LT Fiction</b>	\$7,500.00	\$96.97	\$7,596.97	\$681.82	\$2,280.09	\$5,316.88	70.89%
<b>***Adult LT S.O.</b>	\$5,500.00	\$0.00	\$5,500.00	\$500.00	\$3,556.87	\$1,943.13	35.33%
<b>Adult Non-fiction</b>	\$71,000.00	\$386.22	\$71,386.22	\$6,454.55	\$26,785.40	\$44,600.82	62.82%
<b>Adult Non-fiction S.O.</b>	\$2,000.00	\$0.00	\$2,000.00	N/A	\$1,458.48	\$541.52	27.08%
<b>Adult Biographies</b>	\$11,000.00	\$37.54	\$11,037.54	\$1,000.00	\$3,964.75	\$7,072.79	64.30%
<b>Adult Spanish</b>	\$500.00	\$11.33	\$511.33	\$45.45	\$42.72	\$468.61	93.72%
<b>Adult Hmong</b>	\$750.00	\$0.00	\$750.00	\$68.18	\$521.26	\$228.74	30.50%
<b>Overdrive - ebooks</b>	\$16,000.00	\$0.00	\$16,000.00	\$1,454.55	\$5,780.31	\$10,219.69	63.87%
<b>Adult Print Subtotal</b>	<b>\$164,200.00</b>	<b>\$677.57</b>	<b>\$164,877.57</b>	<b>\$14,927.27</b>	<b>\$58,305.82</b>	<b>\$106,571.75</b>	<b>64.90%</b>
<b>Adult Services TOTAL</b>	<b>\$200,000.00</b>	<b>\$1,343.95</b>	<b>\$201,343.95</b>	<b>\$18,181.82</b>	<b>\$73,747.48</b>	<b>\$126,930.09</b>	<b>63.47%</b>

## Support Services Statistics & Activities

### Circulation Team

- Circulation team welcomed new team member, Margaret P., on July 8<sup>th</sup>.
- New library card applications processed by the Circulation Team: 316
- Accounts linked: 52
- Checkout total for Wausau First Floor: 37,849
- Ashley H processed 174 Interlibrary Loan items
- July Passports News:
  - 26 Adult Passport Books
  - 11 Minor Passport Books
  - 3 Adult Passport Cards (3 attached to passport book applications)
  - 1 Minor Passport Cards (1 attached to passport book application)

The MCPL Passport team accepted a total of 37 passport applications at \$35.00 each, and 54 photos were taken at \$10.00 each for a total of \$1,835 recorded. We also assisted with 21 renewal applications.

- Ashley H:
  - 7/2/2024 updated "Info for New Users" ILL instructions on MCPL website: <https://mcpl.us/wp-content/uploads/2023/06/ILL-Instructions-for-Patrons.pdf>



- 7/9/2024 trained Mollie on ILL - Processing Returned ILL items for MCPL Patrons
- 7/15/2024 trained Margaret P. on ILL overview
- 7/23/2024 trained Mollie on - Processing Outgoing MCPL items for other libraries
- Conducted additional ILL work beyond traditional circulations (82 requests received and processed, 1 not picked up):
  - Too new: 2 (informed patron of purchase suggestion instead)
  - Library of Congress items: 1
  - V-Cat items: 1
  - Feature film: 2
  - Library of Congress: 2
  - Unable to fulfill: 2
  - Inquiries: 2 phone call, 6 emails.
  - Renewals: 2 phone calls, 5 emails
  - Same item requested within 3 months: 1
  - Hold pickup phone calls: 4
  - Sent bill for MCPL item: 1
  - Received payment for MCPL item: 1
  - Sent overdue email/letter: 2
  - Courtesy returns to other libraries (non-WVLS): 1
- Margaret P:
  - Met with several colleagues (youth services, billing, programming, support services, ILL, periodicals and mail, homebound, collection development, marketing, and reference) for informational purposes to learn about all library services as part of orientation.
  - Unlinked several juvenile 16 and 17 year old's accounts from their linked guardian. Added messages to accounts to inform them they've been unlinked due to privacy laws in WI and that the patron can choose to re-link if they would like.
  - Assisted the page team by emptying return bins and sorting carts to be shelved.
  - Assisted with pull lists.
  - Completed Princh printing training and Dewey Decimal Training.
  - Read through Circulation Desk manual.
  - Reviewed Library policies and procedures.
  - Completed adult fiction weeding lists, withdrew books from Sierra and got the books ready for the upcoming Friends of the Library book sale.
  - Young adult fiction and nonfiction switchovers.
  - Adult biography switchovers.
  - Searched for missing books.
  - Checked card applications.
- Maggie B:
  - Ordered monthly supplies for the team.
  - Continued to assist with the Homebound program.
  - Helped the Page team by emptying bins, sorting carts, and doing transits.
  - Began regular shifts at the drive-up and is continuing to help out on projects downstairs.
  - Juvenile to Adult account switch-overs.
  - New adult non-fiction switchovers.
  - Began unlinked 16 and 17 year olds from signing parent. Added notes in accounts that the patrons had been unlinked due to 16 year old privacy rights and that the patron could now sign the linking form for themselves.
- Erin Q:
  - Trained Mai Yia on magazines/newspapers.
  - Started on damages/missing pieces.
  - Trained Mollie and Margaret on magazines/newspapers.

- 38 billed items, 23 paid (as of 7/27)
- 32 NDLs (as of 7/27)
- Labeled magazine back issue containers with titles.
- Assisted with the teen D&D program
- Mai Yia L:
  - Completed the missing in transit list.
  - Adult non-fiction switchovers
  - Trained on the process for magazines and newspapers. Fully took over that role and is comfortable with the new project.
  - Began regular shifts at the drive-up and is learning more about projects to help with downstairs.
  - Withdrawals for adult materials.
  - Library card application double checks.
- Mollie P:
  - Assisted the page team by emptying return bins and sorting carts to be shelved.
  - Assisted with pull lists.
  - Completed Princh printing training and Dewey Decimal Training.
  - Read through Circulation Desk manual.
  - Reviewed Library policies and procedures.
  - Adult biography switchovers.
  - Adult fiction switchovers.
  - Trained with Ashley on Processing Returned ILL items and Processing Outgoing MCPL items for ILL.
  - Adult fiction weeding and withdrawal.
- Over the course of the month two patrons were banned for different lengths of time due to policy violations.

## Support Services Team

- James B & Kate S of Collection Development visited Stratford branch on 7/10 and Spencer branch on 7/23. They worked on several projects designed to make collections easier to use for our patrons: relabeling done on-site, shifting & other shelving issues and relocating Favorites.
- Team Leads met with Leah 7/10.
- 2 new Baker and Taylor “No spine label” accounts:
  - Standing order account is in use and working well.
  - EDI-ordered account is being tested. Setup was more complex than for the standing order account because B&T and Sierra must interface correctly at several points in the ordering process. Katie Z of WVLS helped set up a new vendor/account in Sierra and MARC profiles in B&T.
- As we have been working to declutter our data in B&T, noted: the high number (3700 +) of carts going back to 2015. Many are for materials we no longer own and are tied to fund codes we no longer use. B&T TS360 doesn’t present a simple option to search or sort by fund code or oldest cart. We will be contacting B&T for help. This will support efficient ordering and processing moving forward.
- Support Services Team gave an orientation tour to new Circulation Team member Margaret P on 7/12.
- Dawn L reports that July was balanced across all funds. She also reviewed the Standing Order Processes flowcharts and other documents to ensure they are up-to-date.
- Support Services Team Leads met with Alexander 7/30.
- Kayla K updated the MCPL Transit Guidelines. There are some differences from the WVLS guidelines: do not use rubber bands, do not place items vertically to fill gaps, removable tape

only and only when needed to keep transit slip attached (i.e. spiral bound cookbooks), 3 inches header space in a filled bin. In addition the document provides guidance on bin label colors unique to MCPL: Blue labels for relabeling, Green for weeding/possible withdrawal, Tan for regular transit.

- Memory Kit materials have begun to arrive. Next steps: creation of a new Location code and possibly Item type in Sierra and working with Jailin P of Library Services to determine packaging, processing and labeling.
- Circulation total for Wausau Drive Up: 1,867.

## Page Team

- Did routine switch-overs for new Adult collections and Young Adult collections.
- Pulled board books for withdrawal based on condition for Murray J.
- Interviews for the open Page position were held over two weeks in July.
- Throughout the month of July the Page Team shelved 34,491 items. They handled an additional 4,226 more items for holds or transits to home libraries.

## Information Technology

- Mobile Printing Update:
  - We have deployed Princh on the new first floor public computers as part of the next step in Princh testing.
- Pharos Update:
  - Pharos is in use on the 6 new 1<sup>st</sup> floor lab computers and on the 2 new Teen Zone computers.
  - Minor configuration changes continue as we test this new deployment.
  - Pharos usage monitoring is working. This allows us to count the number of sessions on our new computers.
- DeepFreeze Deployment:
  - So far the deployed version of DeepFreeze is working as intended – it is returning computers to a standard, clean state after each use.
- Public Computer Deployment Update:
  - 8 test public computers have been installed and are in use on the first floor in Wausau.
- Printer Replacement:
  - The quote from Marco to replace our aging printers at MCPL has been approved and forwarded to the Marco sales team.
  - Delivery and configuration of our new printers should be the last week of August. David will install the staff usage printers first and make adjustments to group policies and move on to deployment of public use printers along with the new public use computers.
- Group Policy Updates:
  - David continues to work with Josh at WVLS to go through and remove obsolete policies. This will streamline computers' background processes and prevent systems from working at cross-purposes.
- Wi-Fi Usage Counting
  - With the most recent software updates to our network equipment, we should be able to export Wi-Fi usage data. Josh at WVLS through the details of making it easy to see how many devices are connecting to our Wi-Fi\_\_\_33 over a given period of time. This will improve our ability to quantify the library services we render beyond traditional circulations.
- Several projects remain ongoing:
  - Update to fiber at branches:

- Athens: It looks like we can treat Athens as a new install and Josh K. at WVLS has initiated the install process. An on “On Site” inspection will be scheduled before proceeding.
  - Edgar:
    - *Hatley: Connected to WCAN on 05/12/2023*
  - Marathon City:
  - Mosinee:
    - *Rothschild: Fiber Connection through Rothschild PD (WiscNet)*
  - Spencer:
  - Stratford:
- Creating technology tutorials for staff.
- Outdoor Wi-Fi antenna installation at remaining branches:
  - *Athens: Installed*
  - *Edgar: Installed*
  - Hatley: Approved – schedule TBD pending contractor availability in August/September.
  - Marathon City: Approved – schedule TBD pending contractor availability in August/September.
  - *Mosinee: Installed*
  - Rothschild: Final approval not secured in time for program participation.
  - Spencer: Approved – schedule TBD pending contractor availability in August/September.
  - *Stratford: Installed*
- Additional projects are on the horizon:
  - Plan a deployment date for Windows 11. (Will be deployed with new patron computers)
  - Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.
  - Investigate hosting Teams phones on our own Microsoft tenant.
  - Investigate hosting mcpl.us email on our own Microsoft tenant.
  - Investigate RFID readers to replace our aging 3M readers.

## Branch Statistics & Activities

### Athens Monthly Report

#### Events and Programs

- Book Club: 7/9/24 the Athens Book Club topic was “Reader’s Choice” and the participants were asked to share their favorite books with the group. Six people participated. August Book Club will be held on August 13 at 2:00 featuring *The Girls of August* by Anne River Siddons.
- The bi-weekly Family Story time was held on Monday, 7/1, 7/15, 7/29 at 10:30am. 38 children and 16 adults participated. Story times will be held on Wednesday mornings starting in September.
- The Athens Library kicked off the first week of July with two patriotic crafts, firework fork painting and firework rings. 28 youth participated. The MCPL craft, Sunflower paper plate weaving, was also enjoyed by seven youth.
- July 8-13 was a busy week, as we hosted musician Randy Peterson at Veteran’s Memorial Park. There were 39 attendees of all ages. During the week we featured STEM music projects: 34 youth created decorated egg shakers and 33 participants built and played craft-stick harmonica music.

- 43 patrons strung Backpack buddies from pony beads and stretchy string the week of July 15-20. Adults found the project calming.
- July 22-27 we offered a STEM Popsicle Stick Catapult project; 11 participated.
- The library is doing an Athens Local Focal scavenger hunt with 14 pictures of different architectural features in downtown Athens. Nine families have enjoyed this activity so far. Ten Scavenger hunt sheets are currently out.
- We rounded out the end of the month making a sheep project using cardboard, yarn, sheep wool and googly eyes. Kitty R will be hosting “Books at the MilkHaus” at Miltrim Farm on 8/2/24.

#### Circulation Statistics

- July circulation totaled 1,440 items. This is a -2.96% decrease from June of 2023. In 2024 year-to-date, Athens has circulated 12,247 items. This is a 4.92% increase from 2023.

#### Library News

- Kitty R is preparing her storytelling duties for “Books at the MilkHaus” at Miltrim Farms in early August.
- Shahara and Kitty have filled in at Spencer Branch 11 days during July to help out until Spencer staff has been hired.
- Passport Photo Service has taken 4 photos in July. Kitty has assisted 6 customers with passport forms.
- Kitty R is coordinating an Athens history program in early October with the Marathon County Historical Society, which will be held at the Black Creek Inn (originally the home of William Erbach).
- 7/15/24 Shahara and Kitty discussed midyear review.
- 7/19/24 Kitty R virtually attended the Branch Coordinator meeting.
- 7/24/24 Kitty R and Katelyn S. discussed midyear review.

#### Facilities

- None at this time.

## Edgar Monthly Report

#### Events and Programs

- Book club discussed the book *A Wrinkle in Time* by Madeleine L’Engle on the 9th with 5 in attendance. The book was not a favorite, and the group will steer clear of Science Fiction in the future!
- Story time was held on the 2nd with 6 people in attendance, and again on the 16th with 3 in attendance.
- July 1st-6th the Summer Adventure Book craft was offered. The craft had 8 participants
- Our Story Stones event was on the 8th with 8 in attendance.
- On the 17th Donna Heil came to present our Long Term Care 101 event with 0 attending (likely due to the beautiful weather and summer vacations).
- Pokémon Club was held on the 15th with 3 in attendance.
- Raptor Education Group performed on the 9th at Oak St. Park with around 95 people in attendance.
- One child reached 1,000 books for 1,000 books before kindergarten! Her star was moved to the 1,000 section, she received all the fun things for completing the program, and her picture was taken with her certificate.

#### Circulation Statistics

- The circulation statistics for the month of July were 1,560 checked out. This is a 48.71% increase from the same month last year. A total of 9,258 items have been checked out so far this year. This is a 2.87% increase from 2023.
- There were 0 curbside pickups for the month.

#### Library News

- Darla filled in during story time on the 2nd

- Hannah attended the branch coordinator meeting on the 19th
- Hannah filled in at Mosinee on the 20th
- Allycia led her first story time on the 2nd!
- CPZ (Conservation, Planning and Zoning) used the library as a drop-off location for groundwater testing again

#### Facilities Updates

- None at this time.

## Hatley Monthly Report

#### Events and Programs

- A drop-in craft during the first week of July, to make beaded backpack buddies (snake or dragonfly), attracted 30 participants.
- Robin led storytime on Tuesday morning, July 9. The topic of Teddy Bears was enjoyed by 17 attendees.
- Peggy facilitated the Hatley Book Club on Tuesday afternoon, July 9. *A Death in Door County*, by Annelise Ryan, was eagerly discussed by 9 attendees.
- Unfortunately, the Resilient Gardening for Extreme Weather program, on Wednesday afternoon, July 10, prepared by Janell Wehr, Horticulture Educator with Marathon County Extension, didn't attract an audience. Janell and Peggy will connect in the fall to discuss future programming options that Janell offers.
- Randy Peterson presented a music program entitled Randy's Rocking Adventures, on Tuesday, July 16. This program was 45 minutes of interactive musical fun enjoyed by 49 attendees.
- Peggy led storytime, on Tuesday, July 30. The topic of Fishing was enjoyed by 11 attendees.
- 40 youth are currently participating in the Summer Reading Adventure program. 37 have completed one or two Reading Bingos to claim prize books. 18 have figured out the code word, in the Summer Program Activity Booklet, and earned a temporary tattoo. It is rewarding to see the excitement of the youth and parents when the youth earn their prize books!

#### Circulation Statistics

- Hatley circulated 2,508 items for the month of July. This is an 11.37% increase over July 2023. Year-to-date circulation is 14,144 items. This is a 7.94% increase from 2023.

#### Library News

- Hatley's Farmer's Market, held weekly on Wednesdays, from 3:00 to 6:00 p.m., in the Library/Community Center parking lot, continues to draw many people. Peggy sets up a table, promoting the library, with displays and conversation with market attendees. Each week Peggy interacts with 30 to 60 people. Library network signal doesn't reach to the parking lot, so people need to enter the library, to receive new or renew existing library cards, and check out library items. Each week, new library cards are generated and existing cards are updated. The library is experiencing increased foot traffic into the library on Wednesdays! This exposure of the library has also attracted additional youth to the Summer Reading Adventure program.
- The Trial table recently placed in front of the Circulation Desk, to rest books/book bags and to engage with fidget gadgets, is proving interesting and successful. Patrons appreciate the surface area, to fill their book bags following checkout, and keep entertained with the fidget gadgets, when needing to wait for parents/partners to complete the checkout process. One parent offered unsolicited feedback, that this table is a good idea, to keep her Pre-K child occupied, while waiting during the check-out process! Even some adults are intrigued with the fidget gadgets. ☺ Staff also benefit, in that exposed technology equipment, cords, and cables are now out of reach and view, for those patrons, adults and youth, who tend toward fiddling with staff items or leaning on technology equipment, on the Circulation counter.

#### Facilities Updates

- Smoke alarms were all tested.

## Marathon City Monthly Report

### Events and Programs

- Book Club: Lisa M. and 9 patrons had a lively, thoughtful discussion of the book *Future Home of the Living God* by Louise Erdrich. The book club meets on the second Monday of the month from 5:45-6:45 pm. The next book club session will meet on Monday, August 12th with a discussion of the book, *Crying in H Mart: a Memoir* by Michelle Zauner.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We held two family story time events in July with a total of 13 children and caregivers attending. The themes focused on fishing and road trip adventures. We listened to stories, sang songs and made simple crafts.
- We are holding a Lego Block Party each Friday afternoon this summer. In July, 11 children dropped by to show their creativity and build with Legos.
- It has been another busy month in Marathon! On July 9, we hosted our last performer of the summer at the Marathon Elementary. Accordionist, Mike Schneider and his Pint Size Polka show entertained a large crowd of 175 children, teachers and caregivers. This was the first time Mike was here in Marathon and he put on a phenomenal show! We can't wait to have him back! The week of July 15 – 20, we had a craft week featuring Sunflower Paper Plate and craft stick butterfly weaving. Twenty children and adults stopped in to create a beautiful craft. During the week of July 22 – 27 we had a Library scavenger hunt where 30 kids searched the clues and answered the questions to earn a prize. The kids really loved this multi-level "hunt." On July 29, Ben Clark, Historian from the Marathon County Historical Society presented the wonderful and informational program, Immigrants and Refugees in Marathon County, with an emphasis on the Marathon City area. We had a fantastic turn-out of 12 people from in and around Marathon City. We are looking forward to our next Historical program in October.
- In August, our monthly book club, weekly family story time and Lego Block Parties will be held as usual. During the week of August 5 – 10, we will have our Sidewalk Chalk Art Week where we invite kids and families to come to the library to decorate our sidewalks with drawings and wonderful messages. The next week, August 12 – 17, we will have our last craft week of the Summer Library season, Backpack Buddies. Kids and caregivers will have a chance to create a cute little beaded buddy to adorn their backpack for the upcoming school year. On August 21, we welcome back Janell Wehr, Horticulture Educator for UW-Extension for another awesome gardening program focusing on Fall Lawn Care. On August 23 -24, Marathon will join the other MCPL branches in offering an opportunity to create projects inspired by famous American artists during our county-wide American Artist Appreciation Weekend. Multiple stations will be set up around the library and all materials are supplied.

### Circulation Statistics

- Marathon circulated 2,706 items during the month of July, which is a 2.23% increase from this time last year. So far in 2024, Marathon has circulated 16,699 items. This is a 6.13% decrease over last year.

### Library News

- We continue to be super busy with Summer Library Program events and with many families coming in to check out the activities and check out materials.
- We've had 45 children participate in the SLP reading club so far this summer earning free books as incentives.
- Lisa H. attended the virtual coordinators' meeting on July 19.

### Facilities Updates

- We received a new flag to replace the old one in the parking lot.

## Mosinee Monthly Report

### Events and Programs

- Our Summer Reading Program continued strong throughout the month of July! We had 11 patrons make mini kites the week of the 8th.

- Seven patrons used Sarah’s homemade pressed flowers from her garden (along with extra ordered online) to make really creative homemade lanterns and bookmarks. Sarah also instructed participants on how to press their own flowers using several different methods.
- Nine patrons joined us for Adult Book Club and voted for next year’s book list.
- The second series of the summer, Yoga Story Time, had a drop in participation after the first session, but the 8 patrons who came heard very cute bunny-themed yoga stories, practiced bunny hops and jumps, and even cooled down with bunny breaths. Everyone really enjoyed making handprint bunnies afterwards and decorating their own bunnies, complete with fluffy tails! Next month’s theme will be dinosaur yoga, which made the participants really excited to come back!
- Our Outdoor Obstacle Course on the 25th brought in a wonderful group of 21 adults and 27 kids who had a ton of fun running through tunnels, balancing on a balance beam, doing a bag toss and a ring toss, and so much more. The feedback from this program was wonderful, and special thanks goes out to the Wausau Children’s department for allowing us to borrow their tunnel and balance beam!
- Passive Programs: Throughout the summer we’re asking patrons what their favorite adventure is, with a total of 26 responses so far. We’ve also had an incredibly popular scavenger hunt (changed several times throughout the summer) with 163 participants so far! Lastly, using Mosinee-only supplies we had our own Adventure Book creation station with a total of 73 participants!
- Upcoming Programs: Adult Book Club will continue as usual, along with the last session of Yoga Story Time. We will also host the second American Artist Appreciation Weekend as well as the second summer session of the popular Cat Lover Craft and Social Hour. The month will finish off with a weeklong craft where patrons can make beaded backpack buddies.

#### Circulation Statistics

- Mosinee circulated 2,861 items in July 2024. This is 0.81% increase. Mosinee has circulated 17,327 items in 2024. This is 3.28% decrease.

#### Library News

- Displays were switched over to fit our Summer Reading Program theme of “Adventure Begins at your Library.” Adult fiction books were centered around ocean settings for a “Sail into a New Adventure” display, while our Mosinee Teen Advisory Group made a “Travel Through Time” display for our historic fireplace. Our all-age group display by the public computers featured travel books for a “Books take you on an Adventure” travel display. Behind our circulation desk we featured an “Up” inspired “Adventure Never Ends at the Library” display complete with a house floating under a canopy of blown up balloons, and our picture books were of course all about adventure. We also had a “Within the pages of a book is a sea full of adventure” display featuring aquatic themed juvenile chapter books.
- A huge thank you goes out to Jailin, Wanda, Megan, Lisa H., and Hannah for covering throughout the month in the absence of a Mosinee Branch Assistant! Katie had resigned her position on July 6th and we wish her the best in her future endeavors.
- Sarah attended the Branch Coordinator Meeting on the 19th.

#### Facilities Updates

- None at this time.

## Rothschild Monthly Report

#### Events and Programs

- We held two family story times in July. 17 people joined us for our first story time session, and 16 people joined us for our second session.
- In July, 8 members of our book club met to discuss *Black Cake* by Charmaine Wilkerson. In August, the club will read and discuss *Malibu Rising* by Taylor Jenkins Reid.
- SLP events – In July, we hosted our final big programs at George Street Park – Randy Peterson (50 participants). Randy’s songs and art were enjoyed by patrons of all ages. We also held a Lego



Block Party (8 participants), two read to a therapy dog sessions (23 participants), and an adventure book craft week (19 participants). To target older children, we hosted a special make your own zine program for tweens and teens (0 participants) and a sports card sharing program (25 participants). For adults, we hosted a DIY beaded sun catcher craft night (9 participants). We have had 75 children participate in our SLP reading program so far, and have handed out 112 books. We hope to see many more readers in August!

- In July, we had various book displays around the library including “Amazing and Weird Animals,” “Summer Olympics,” “Let’s Play,” and “Take a walk in someone else’s shoes” (memoirs/biographies).

#### Circulation Statistics

- In July, Rothschild circulated 9,710 items. This is a 16.22% increase from last year. In 2024, Rothschild circulated 56,834 items. This is a -.33% decrease from last year.

#### Library News

- Laura attended the monthly team leads meeting and the bi-monthly branch coordinator meeting.
- Midyear reviews were completed and uploaded into Workday.
- Rothschild staff covered multiple shifts in Mosinee and Spencer.

#### Facilities Updates

- None at this time.

## Spencer Monthly Report

#### Events and Programs

- Spencer held a “Pint Size Polkas” event on July 9 as part of Summer Library Program. The program drew 15 attendees.
- Spencer held passive craft events throughout the month of July for patrons of all ages, including Mini Paper Kites, a Summer Adventure Book activity, and a Scavenger Hunt.

#### Circulation Statistics

- Spencer circulated 873 items in the month of July. This is a decrease of 39.21%. Spencer has circulated 8,077 items in 2024. This is an increase of 0.19%.

#### Library News

- Audrey K., Branch Coordinator, retired on July 3. We wish Audrey all the best in her retirement!
- Katelyn S. would like to highlight the following MCPL staff who covered in Spencer throughout the month of July to keep the branch open:
  - **Jailin P. (Wausau), Kitty R. (Athens), Wanda W. (Rothschild), Lisa H. (Marathon), Shahara F. (Athens), Laura W. (Rothschild), Ben K. (Wausau), Julie K. (Wausau), MJ N. (Stratford).**
- Katelyn S. and Heather W. held interviews for the Spencer Branch Assistant position the week of July 8.
- Kate S. and James B. visited the Spencer branch on July 23 for collection maintenance.
- Katelyn S., Leah G., and Heather W. held interviews for the Spencer Branch Coordinator position the week of July 29.

#### Facilities Updates

- None at this time.

## Stratford Monthly Report

#### Events and Programs

- About 115 people had a great time at the Reading Rodeo brought to our library by Memory Lane Farm of Marshfield on July 16. Guests were able to participate in different stations, including a Meet & Greet with the farm’s horses; leading a horse through an obstacle course with multiple literacy levels; a Stick Horse Relay; a Horse Story Time; a Pooper Scooper Game; a Puppet Horse craft; and a Photo Booth.

- The Raptor Education Group out of Antigo presented their Night Moves program here on July 9. More than 50 people enjoyed meeting several different species of owls and learning about these fascinating night-time raptors.
- So far, 40 young readers have participated in our Summer Reading Bingo, earning 53 prize books.
- Two patrons attended our Young Adult Book Club on July 13 to discuss *Star Girl* by Jerry Spinelli.
- Six patrons attended our Book Club on July 17 to discuss *Hello Beautiful* by Ann Napolitano.
- Twenty-six people enjoyed a Play & Learn “Beading for All Ages” program that was held at our branch July 22. A representative from Children's Wisconsin/Marshfield Family Resource Center helped children express their creativity and develop their fine motor skills by working with beads, baubles, string and pipe cleaners.

#### Circulation Statistics

- We circulated 2,562 items in July. This is a 7.83% increase from last year. So far in 2024, we have circulated 15,375 items. This is a 4.00% increase from 2023.

#### Library News

- Our library presented a “Book it to the Beach” display in July featuring books with a beach theme or cover. We also provided a display of juvenile books to help patrons get started with their Summer Reading Bingo cards for SLP.
- Kate and James drove out and worked here all day on July 10 to help us get organized and take the next steps forward with the favorites/easy reader relabeling project at our branch.
- MJ attended the Branch Coordinator Meeting on July 19.
- Darla helped in Edgar on July 2 during a program; MJ subbed in Spencer on July 23.

#### Facilities Updates

- The Village replaced some lights inside the building.

**WISCONSIN VALLEY LIBRARY SERVICE****Board of Trustees Meeting**

May 18, 2024

Wausau, Wisconsin

NOTE: These minutes are to be regarded as the unofficial record of the meeting until the Board of Trustees has approved them. The next Board meeting is August 17, 2024.

President Tom **Bobrofsky** called the meeting to order at 9:30 AM. Roll call was taken by **Wendt** and a quorum was declared present.

**Present**

Tom Bobrofsky, President  
 Mike Otten, Treasurer  
 Sonja Ackerman, member  
 Carol Bartlein, member\* (until 11:00 AM)  
 Jessica Bennett, member\* (until 11:00 AM)  
 Candice Grunseth, member  
 Louise Olszewski, member  
 Kay Palmer, member  
 Eileen Persike, member  
 Diane Peterson, member\* (until noon)  
 Judy Peterson, member  
 Petra Pietrzak, member

**Others Present**

Marla Sepnafski, WVLS Director  
 Erica Brewster, WVLS staff  
 Susie Hafemeister, WVLS staff  
 Kristie Hauer, WVLS staff\*  
 Josh Klingbeil, WVLS staff  
 Jamie Matczak, WVLS staff\*  
 Rachel Metzler, WVLS staff  
 Brenda Walenton, WVLS staff  
 Kris Adams Wendt, WVLS staff

\*denotes remote attendance

**Excused**

Jim Backus, member  
 Kari Sweeney, member

**Vacant**

Marathon County representative

**NOTE:** All exhibits may be accessed at: <https://wvls.org/about-wvls/board-council-committees/board-agenda-materials/>

**CONSENT AGENDA APPROVAL**

**Bobrofsky** requested the addition of "WVLS delivery service sorting" as new item #12.

**Ackerman/Olszewski motion to approve the agenda as amended. All aye. Motion carried.**

**INTRODUCTIONS**

**Bobrofsky** introduced new board member **Eileen Persike**, representing Oneida County, who shared a few words about herself, followed by a round robin of introductions from other members.

**APPROVAL OF MINUTES** (Exhibits 1a,1b)

**Olszewski/Palmer motion to approve minutes of the March 16, 2024 WVLS Board meeting.**

**All aye except for Persike abstention. Motion carried.**

**Ackerman/Pietrzak motion to approve minutes of the March 21, 2024 WVLS V-Cat Steering Committee meeting. All aye. Motion carried.**

**FINANCIAL REPORTS AND CURRENT BILLS** (Exhibits 2-7)

**J. Peterson/Palmer motion to approve the financial reports and current bills as presented.**

**All aye. Motion carried.**

**January – April 2024 WVLS TREASURER'S REPORT** (Exhibit 8):

**Ackerman/J. Peterson motion to approve the January - April 2024 WVLS Treasurer's Report as presented. All aye. Motion carried.**

**MEMORANDUM OF UNDERSTANDING: LEAN WI and Northern Waters Library Service for Website and Repository Creation for 2023-2024 LSTA Cooperative Cataloging Grant Activities (Exhibit 9)**

**Metzler** explained the LEANWI partnership project for the creation and hosting of a grant website and best practices documentation repository for statewide bibliographic standards to be completed by the end of the 2023-2024 LSTA grant period on June 30, 2024.

**Ackerman/Olszewski motion to approve the Memorandum of Understanding regarding LEAN WI and Northern Waters Library Service for Website and Repository Creation for 2023-2024 LSTA Cooperative Cataloging Grant Activities as presented. All aye. Motion carried.**

**WVLS FINANCIAL MANUAL – draft [second review] – draft (Exhibit 10)**

**Walenton** drew the board’s attention to several minor changes and additions to the original draft presented at the Board’s March 16 meeting (yellow highlighted in exhibit 10).

**Pietrzak/Palmer motion to approve the WVLS Financial Manual as presented. All aye. Motion carried.**

**WVLS CREDIT CARD POLICY – draft (Exhibit 11)**

**J. Peterson/Olszewski motion to approve the WVLS Credit Card Policy as presented. All aye. Motion carried.**

**WVLS PUBLIC RECORDS REQUEST POLICY – draft (Exhibit 12)**

**Sepnafski** pointed out minor revisions to the previous policy and noted that the WVLS Business Manager (**Walenton**) is appointed to act as deputy legal custodian in her absence.

**Ackerman/Grunseth motion to approve the WVLS Public Records Request Policy as presented. All aye. Motion carried.**

**2023 AUDITOR’S REPORT (Exhibit 13)**

**Walenton** and **Otten** reviewed the KerberRose annual WVLS audit process and report which included recommendations appropriate to the size of the WVLS organization. There were no issues of non-compliance.

**Grunseth/Bartlein motion to accept the 2023 KerberRose annual WVLS audit report as presented. All aye. Motion carried.**

**WPLC 2025 DIGITAL BUYING POOL AND MAGAZINE SHARES (Exhibit 14)**

**Metzler** introduced the 2025 allocation of WVLS member shares/cost associated with the 2025 Wisconsin Public Library Consortium (WPLC) digital buying pool.

**Ackerman/Bartlein motion to approve the report as presented. All aye. Motion carried.**

**WVLS DELIVERY SERVICE SORTING**

**Sepnafski** and **Walenton** provided a progress report on WVLS delivery sorting. On April 30, WVLS assumed the responsibility of sorting all materials running through the inter- and intra-system delivery at Waltco’s Wausau hub on behalf of WVLS member libraries. Waltco had been doing the central sort for all items in transit since March 2016. However, staffing challenges made it difficult for them to efficiently and effectively sustain this service. During the one-month pilot period, WVLS staff reorganized its office space to accommodate a sorting center and structured efficient procedures. It is anticipated that two part time sorters will be bought on board in June and paid using funds transferred from the delivery budget line item to salaries. While Waltco will no longer sort items in transit, it will continue to deliver materials to member libraries. Delivery times and routes are not affected by this change.

**Palmer/Otten motion to approve moving transfer funds from delivery to salaries in the 2024 WVLS budget to accommodate two delivery sorter positions. All aye. Motion carried.**

## REPORTS:

**Resource Library** (Exhibit 15): The Marathon County Public Library Resource Library Report includes the agenda and Director's Report for the April 14, 2024 MCPL Board of Trustees meeting, as well as the agenda and minutes from the February 19 and March 18 meetings.

**WVLS Director** (Exhibit 16, 16a, 16b, 16c): **Sepnafski** and other WVLS staff members in attendance took turns reviewing items from the Director's Report while taking comments and questions. **Wendt** provided an updated set of 2024 legislative redistricting maps for the 11 Senate and Assembly districts covering portions of WVLS member counties, as well as a summary of fall election legislative candidates running for seats in the new districts thus far. Nomination papers are due June 3, 2024. The Wisconsin Library Association's Library Development & Legislation Committee meets May 24 and is planning ahead for the 2025-2027 budget process.

**WVLS Library Advisory Committee** (Exhibit 17): Highlights of the April 25 Library Advisory Committee were shared by **Matczak**. Demmer Memorial Library Director Jill Roth was selected as the 2025 LAC Vice-President/2026 President-Elect to serve alongside 2025 President-Elect and Colby Community Library Director Vicky Calmes. The second 2024 LAC meeting is scheduled for Thursday, August 15.

**V-Cat Council** (Exhibit 18): Highlights of the April 4 V-Cat Council meeting were covered by **Metzler** during the Director's Report.

**NWLS/WVLS Joint ILS Consortium Exploration** (Exhibit 19); **Metzler** drew the board's attention to the NICE report in exhibit 19, in addition to information outlined in the Director's report.

**COLAND** (Exhibit 20): **Otten** and **Klingbeil** shared the May 10 agenda, March 8 minutes, and highlights from the most recent meetings of the Council for Libraries and Network Development (COLAND). The next COLAND meeting is on July 12.

**2024 WEMTA Conference** (Exhibit 21): **Matczak** called the board's attention to the Wisconsin Educational Media and Technology Association (WEMTA) conference report from T.B. Scott Free Library (Merrill) Director Laurie Ollhoff.

**2024 Public Library Association Conference** (Exhibit 22): WVLS scholarships enabled Allison Puestow (Tomahawk Public Library), and Chad Dally and Tara Hornbeak from Marathon Co. Public Library to attend the 2024 PLA Conference on April 3-5 in Columbus, OH.

**ZingTrain's (Zingerman's) "The Art of Giving Great Service" Seminar** (Exhibit 23): **Matczak** attended a two-day seminar on April 25-26 through ZingTrain in Ann Arbor, MI called "The Art of Giving Great Service." Her experiences will be shared as service standards recommendations for WVLS staff and at customer service presentations and webinars.

**2024 WAPL Conference** (Exhibit 24): WVLS staff and Board members shared reports from the May 1-3 Wisconsin Association of Public Libraries (WAPL) Conference in Stevens Point.

**CONCERNS, COMMENTS AND ANNOUNCEMENTS FROM AREA LIBRARY PERSONNEL AND TRUSTEES:** **Bobrofsky** announced that WVLS had received its second state aid payment from the Department of Public Instruction.

**Updated WVLS Information – 2023 System Information and Public Library Statistics Booklet** (Exhibit 25): Brewster shared the final copy of the annual data report compiled from

annual reports submitted by WVLS member libraries to the DPI Division for Libraries and Technology and from statistics maintained by WVLS.

**Calendar**

COLAND meeting: Friday, July 12, 2024

WVLS Library Advisory Committee meeting: Thursday, August 15, 2024

WVLS Board meeting: Saturday, August 17, 2024

WVLS Board meeting: Saturday, September 21, 2024

**ADJOURNMENT: Palmer/J. Peterson motion to adjourn. All aye. Motion carried.** The meeting was adjourned at 12:20 PM.

Respectfully submitted, Kris Adams Wendt, Meeting Recorder

# Director's Report

## WVLS BOARD OF TRUSTEES MEETING

May 18, 2024

## CORRESPONDENCE

### 2024 Aid Payment

WVLS was notified by the Wisconsin Department of Public Instruction that our second (final) 2024 State Aid Payment for **\$312,292.75** was approved. This payment allows WVLS to continue to carry out activities in the 2024 WVLS Plan approved by the WVLS Board of Trustees in September 2023 and later reviewed by DPI's Library Services Team. WVLS received its first 2024 payment of **\$936,878.25** in November 2023. Public library system funding is provided through the Universal Service Fund.

### Cost per Circulation and County Funding Information

WVLS Business Manager **Brenda Walenton** and Administrative Assistant **Susie Hafemeister** recently sent member libraries information they need if they elect to seek payment from adjacent counties for serving their residents who live in non-librariated communities. Information shared included each library's 2023 Cost Per Circulation calculations along with data on each library's circulation to residents who live in non-librariated communities. According to Wis. Stat. 43.12, libraries must submit invoices to the clerks in adjacent counties by July 1, 2024. In turn, the adjacent county must make payment of at least 70% of the cost for service to those libraries by March 1, 2025.

### Notes of Gratitude

#### WVLS Presentations at Hoot-Con

*Hey Marla! I attended Hoot-Con yesterday and got to see Jamie and Kristie in action - they were wonderful! And it was really nice to see some familiar faces :) I was impressed with their knowledge and ability to offer fun and engaging presentations - you have some amazing staff!! Just wanted to share :)*  
 -- **Taylor Weinfurter**, Programming Librarian at Little Chute Public Library and former Youth Services Librarian at Marathon County Public Library

[NOTE: Spread across three days at three locations, Hoot-Con is a conference for member library staff at the Nicolet Federated Library System (NFLS) and Outagamie Waupaca Library System (OWLS). Jamie Matczak presented on "Giving Great Service," and Kristie Hauer, along with Hannah Good Zima (NFLS) presented on "Analyzing Your Collection – Tools to Diversify Your Picture Books."]

#### WVLS Mentorship Program

*I am grateful for the mentorship program, [Stetsonville Public Library Director] Carla [Huston] has been an invaluable resource for me. I know that if I have a question that needs an almost-immediate answer,*

*she is here to help me. She has really made me feel more confident and supported - even going as far as to volunteer to come physically help with big projects like weeding. Between the mentorship program and the support provided by WVLS staff, I know that my mentor and the WVLS staff are all available to help me succeed in the director position. – Melissa Highfill, Interim Director at Westboro Public Library*

### **WVLS Review of Library Policies and Board By-Laws**

*Marla, I just reviewed this again (I will not be presenting it to the BOT this session, I want to see what the discussion is). I have to say, you did an amazing job of standardizing the language, adding missing pieces, and pointing out inconsistencies. I appreciate this so very much. Don't be surprised if you see another chapter or two over the coming months. – Virginia Roberts, Rhinelander District Library Director*

### **WVLS Listening Session**

*Marla, Erica, Katie, Kristie, Jamie, I wanted to thank each of you for creating and attending the Listening Session today. I am thankful for your attention to our stories and our concerns. I believe these "unstructured" conversations are important to those of us who are looking for support from our fellow librarians and a safe place to vent our concerns. The structure of our VCat meetings is valuable to our system, but being able to talk about the everyday things that make up our libraries is a necessary support system. While it takes away from our day of "being librarian" at our libraries, I wish there were a way they could happen more frequently. I am sure your task to now digest what you learned only adds to things on your plate, but I hope you found it as valuable as I did. Thank you for everything you do every day to make our lives better. You are appreciated! (I would insert a heart emoji here, but maybe it isn't politically correct. But the feeling is there!) -- Teresa Hall, Loyal Public Library Director*

### **WVLS ALSC National Institute Scholarship**

*Dear trustees of the Wisconsin Valley Library Service, Thank you all for this opportunity to attend the ALSC National Institute focused on library services to children. This will be my first library conference on the national level. I am so excited! It's amazing to be part of a library consortium dedicated to helping provide great services to our patrons through our materials, our spaces, and our programs. And ALSO empowering staff to grow with opportunities like this conference. I am blessed by your investment in my professional life, and by extension the Rib Lake Public Library, and I look forward to sharing my experience with you after the conference in September. P.S. Your support just amazes me. You ROCK! -- Krista Blomberg, Assistant Director and Youth Services Coordinator, Rib Lake Public Library*

[NOTE: More information about this scholarship opportunity is shared under Grant Projects and Scholarship Opportunities later in this report.]



## PEOPLE / LIBRARIES / SYSTEMS IN THE NEWS

### The WVLS Board of Trustees Welcomes Eileen Persike

The Oneida County Board of Supervisors recently appointed **Eileen Persike** to the WVLS Board of Trustees for a 3-year term. She replaces **Pat Pechura** who chose not to seek reappointment for another term. Eileen's term runs from January 1, 2024 – December 31, 2026. Welcome to WVLS, Eileen!

### Antigo Public Library Transitions

Antigo Public Library Director **Ada Demlow** resigned from her position on April 27. She replaced **Dominic Frandrup** who resigned from the position in June 2022. Additionally, the Antigo Public Library Board President **Elizabeth Perkins** resigned from her position on April 27 and Antigo Public Library Interloan Librarian **Elizabeth Merry** announced her retirement on May 17.

### WVLS and Member Library Staff Present at WAPL Conference

WVLS was well represented at the 2024 Wisconsin Association of Public Libraries (WAPL) Conference held in Stevens Point from May 1-May 3.

Marathon County Public Library (MCPL) Library Services Manager **Katelyn Sabelko** joined **Desiree Bongers** (Ripon Public Library), **Kelly Davis** (Waukesha Public Library) and **Melissa McLimans** (WiLS) for a presentation on **"Beyond the Community Conversation."** In this panel presentation, WiLS and partner libraries shared how different community engagement strategies were utilized to connect with stakeholders through interviews, community gatherings, and Q&A boards.

Public Library Services Consultant **Kristie Hauer**, along with NFLS Outreach Coordinator **Hannah Good Zima** and Kenosha Public Library Youth Collection Development Librarian **Amy Rae Weaver**, youth collection development librarian at Kenosha Public Library, developed a conference session titled **"Analyzing Your Collection: Tools to Diversify Your Children's Collection."** The session focused on the importance of creating a diverse and balanced children's collection, resources for building a diverse collection, and tools, both automated and manual, for analyzing the collection.

MCPL Library Support Services Manager **Alexander Johnson** presented a session on **"Mapping the IT Frontier."** Following a large institutional transition in 2021, the new staff at the Marathon County Public Library found themselves in a vast land equally full of interesting technology and questions about how to make it meet the public's needs in the long run. Alexander described how order emerged from chaos, new partnerships were formed, and solid foundations were laid for the years to come. Themes included: triage in the discovery process, RFP lessons learned, the importance of documentation, and of course, the awe-inspiring power of spreadsheets.

## Hauer to Teach UW-Madison’s Public and Community Library Services Course

This fall, WVLS Public Library Services Consultant **Kristie Hauer** will be teaching the course **Public and Community Library Services** at UW-Madison’s Information School. The course focuses on creating the best possible array of services for individual communities. Topics covered will include assessing user needs, programming and outreach, customer service, reference fundamentals, and using technology to enhance services. This 12-week course is required for Grade II and Grade III public library directors in Wisconsin.

## Matczak Completes ZingTrain’s Customer Service Seminar

WVLS Continuing Education Consultant Jamie Matczak completed ZingTrain’s *The Art of Giving Great Service* in Ann Arbor, Michigan on April 25-26. This two-day seminar identified the key elements that contribute to a culture of great service, including examples from Zingerman’s internal staff training. Matczak will incorporate highlights of the training in a recorded webinar for WVLS and NWLS member libraries this summer, as well as for a presentation during T.B. Scott Free Library’s (Merrill) Staff Inservice Day on October 14. See **Exhibit 23** later in the agenda for more information about the seminar.

## Zimmermann Attending RIPL’s “12 Months to Better Library Data” Webinar Series

WVLS ILS Administrator **Katie Zimmermann** is participating in the Research Institute for Public Libraries (RIPL) webinar series on “12 Months to Better Library Data.” Participants in this series learn how to use data to better serve the community, steps involved in conducting an evaluation, and how libraries can develop a data-informed culture. Katie attended the first webinar “Begin with a Strong Foundation: Developing a Data Plan” on March 7 which included how to create an overarching plan for data collection and use. In May, she will learn about core issues facing the equitable and ethical use of quantitative data via the “Introduction to Data Equity” webinar.

## More News on the Libraries Awarded “Libraries Transforming Communities” Grants

While the March Director’s Report announced that three WVLS public libraries were awarded 2024 Libraries Transforming Communities: Accessible Small and Rural Communities grants, how the libraries planned to use the funds was not mentioned. The **Owen Public Library** and **Rib Lake Library** plan to install automatic door openers in public entrances to their buildings. **Tomahawk Public Library** will replace their automatic opener, and possibly install accessible sinks in their bathrooms and accessible tables in their public spaces.

The American Library Association (ALA) in partnership with the Association for Rural & Small Libraries (ARSL) offer [Libraries Transforming Communities \(LTC\): Accessible Small and Rural Communities](#) grants to help small and rural libraries increase the accessibility of facilities, services and programs to better serve people with disabilities. To be eligible, a library must have a legal area population of 25,000 or less and be located at least five miles from an urbanized area.

## GRANT PROJECTS and SCHOLARSHIP OPPORTUNITIES

### WVLS Awards WAPL Annual Conference Scholarships

Three WVLS member librarians were awarded scholarships to attend the Wisconsin Association of Public Libraries (WAPL) Conference, held May 1-3 in Stevens Point. Recipients were **Amber Brill**, Greenwood Area Library; **Katelyn Sabelko**, Marathon County Public Library; and **Brandon Hardin**, Withee Public Library.

This statewide conference, geared toward public librarians, featured keynote speakers, program sessions, and opportunities to network. Conference reports from Amber, Katelyn and Brandon will be shared with the WVLS Board in August.

### Rib Lake Librarian Receives ALSC National Institute Scholarship

WVLS has awarded a \$2,100 scholarship to Rib Lake Public Library Assistant Director and Youth Services Coordinator **Krista Blomberg** to attend the 2024 Association for Library Service to Children (ALSC) National Institute on September 19-21, 2024, in Denver, Colorado. The biennial conference is for those serving children and families in libraries. The intimate, intensive learning experience is an opportunity to network with colleagues from across the country, attend practical and meaningful professional development programs, and hear from field leaders and children's literature creators at keynote sessions. The scholarship can be applied to travel expenses such as institute registration, air and ground transportation, and conference lodging.

### WVLS Marketing Support Grant

The three member libraries participating in the WVLS Marketing Support Grant wrapped up an analysis of their marketing efforts in March and April. Over the next two months, participants will further explore marketing campaigns and marketing plans and decide which avenue they would like to pursue for the project.

The 2024 WVLS Marketing Support Grant is a pilot project and opportunity for WVLS libraries to evaluate their library's marketing efforts and to work toward a library marketing plan or marketing campaign. Participants include **Loralee Petersen**, Owen Public Library; **Laurie Ollhoff** and **Chris Sprague**, T.B. Scott Free Library (Merrill); and **Brandon Hardin**, Withee Public Library.

## WVLS Summer Math Adventure Grants

The 2024 WVLS Summer Math Adventure Grant is a new initiative that enables WVLS libraries to provide math-based activities during the summer. Libraries that participate in the pilot project will receive \$800 in funding to offer the Wisconsin Mathematics Council's Summer Math Adventure program. This grant will be utilized to cover the costs associated with implementing the program, such as printing materials, promotion, incentives, and purchasing math-related items for library collections. The application for the grant was available from February 8 to March 8, 2024. In late March, WVLS announced that grants were awarded to Minocqua Public Library, Rib Lake Public Library, and Thorp Public Library.

## 2023-2024 LSTA Resource Sharing Grant

WVLS has hired two cataloging assistants for short-term, project-based help with cleaning up bibliographic records. Elisha Scheffer and Maria Pregler, both of whom are employed at V-Cat libraries, are assisting with record clean up. The Northern Waters Library System is using funds from this grant to contract with two individuals for the same purpose.

## WVLS SERVICES

### Collaborations

#### LEANWI Partnership, Collaborative Projects, and Core Infrastructure Support

**LEANWI Core Infrastructure:** In parallel with our colleagues at South Central Library System (SCLS), the LEANWI partnership procured our primary storage appliance replacement along with updated core switching equipment in January 2024. Engineering Lead, Kris Schwartz led the partnership through migration to those replacements in production during March. We will be verifying and finalizing legacy virtual server and equipment deletions during the second quarter 2024.

The TEACH division of the Wisconsin Department of Administration (DOA) has a new contract for statewide networking. The previous network and services, labeled "BadgerNet Service," is still in the process of being replaced by a new network, labeled "TEACH Network Service." AT&T will continue to be the Managed Service Provider (MSP) for the statewide networking fabric for schools and libraries and is still in the process of completing the migration of service connections. The end of the "current" BadgerNet contract was originally January 31, 2024, but after AT&T struggled to meet that deadline, the contract was extended **through June 2024**. Circuit migrations have been paused until management access migrations and handoff from WIN to GLS (the new network management and support provider) is completed (anticipated ETC is end of May) and then circuit migration scheduling will continue until all sites are on TEACH Network.

**LEANWI Service Explorations:** Last fall, LEANWI partners began exploring a relationship with a new Microsoft Licensing vendor due to struggles with responsiveness from our current vendor, to better

understand program renewal and new procurement options. We are now working with our current MS licensing vendor to affect the necessary program change and a renewal of existing licensing by the current end of term (June 30, 2024) before attempting to procure new licensing. We will review our vendor relationship again once we are through the program migration and renewal process, safely operating in our next three-year term. We also continue to monitor our Microsoft 365 tenancy, currently under an academic program, for indications of the initiation of a mandatory migration to the charity program (e.g., for non-profits).

At the first **WPLC Technology Community of Practice** meeting in mid-April, participants discussed experiences and challenges with the Dept of Administration-TEACH program's project with AT&T to segregate the schools and libraries from BadgerNet onto a new "TEACH Network." The project is taking longer than TEACH or AT&T anticipated and has cost many library systems and their respective members a lot of time to participate in migration events for various sites that have failed and need to roll back. The LEANWI Partnership announced that it has begun reviewing Faronics Deep Freeze licensing and will be engaging with Faronics reps in May/June of 2024 (about 18 months before current five-year term expiration in November 2025). Given other systems' past indications of significantly increased costs, we want to get in front of our own renewal early enough to have time to review alternative options and potentially migrate away from Faronics Deep Freeze if cost increases prove prohibitive. We also want to increase awareness of our project among our peers and maximize the window of opportunity for additional licensing pool mergers with other systems to reduce duplications of effort and increase our collective economy of scale.

LEANWI Partners NWLS and WVLS intend to continue support for currently provisioned mobile hotspots and data plans with Kajeet through the end of 2024 before discontinuing system level direct service management and support. We are working to collect information and to be able to provide guidance to libraries currently hosting Kajeet hotspots so they may gracefully discontinue their own programs by the end of 2024, budget and plan for the continuation of services directly with Kajeet, or migrate from Kajeet to work directly with other services and service providers (e.g., Mobile Beacon via Tech Soup).

## Collection Development

### *Gale Presents: Udemy*

*Gale Presents: Udemy*, an online learning platform that provides more than 15,000 video-based courses in business, technology, leadership, language learning, creative arts, and personal development, was selected by WVLS staff to replace *Gale Courses*, a product that was not renewed due to low usage and high cost per use.

WVLS ILS and Database Support Specialist **Rachel Metzler** is working with our representatives at Gale to set up the product with the goal of making it available to area libraries and library users by the end of May or early June. A Fact Sheet on the *Udemy* product is shared with this report as **Exhibit 16a**.

## Communications

### WVLS Newsletter Highlights

Published during the first week of each month, the WVLS newsletter highlights ways that member libraries are providing service and support to their communities, national library news, WVLS updates and more. Recent issues include:

- [May 2024](#) – “WVLS Members Attend PLA Conference,” “Last-Minute Planning for Summer Library Programs,” “10 Things to Know About Sonja Ackerman,” “Stetsonville Features Furry Friends,” “Guest Feature: BCL Installs Courtesy Phones,” “Join CCBC for a Literary Journey.”
- [April 2024](#) - “WVLS Listening Sessions Return,” “Spring Webinar Series Focuses on Neurodiversity,” “Celebrate National Library Week 2024,” “Minocqua Features Fiber Arts Skills Workshop,” “WVLS Represented at WEMTA Conference,” “2024 WLA Conference Call for Program Proposals.”

WVLS thanks library colleagues and friends for taking the time to share their library’s news with the WVLS community!

### Inclusive Services News

***Inclusive Services Updates*** are published monthly by the Northern Waters Library Service Director and WVLS Inclusive Services Consultant **Sherry Anderson**, emailed to all member libraries in WVLS and NWLS, announced in Monday Mentions and archived on the [WVLS website](#).

The [May Update](#) shared links to a “Toolkit to Defend K-12 Educators and Librarians Against False Accusations of Antisemitism,” a Programming Librarian post on “What Neurodivergent Patrons Want from Small and Rural Libraries,” and a new Project Outcome Accessibility Resource. This update also shares lists of upcoming continuing education opportunities and diverse holidays in May.

The [April Update](#) announced sessions at the upcoming WAPL Conference and several other continuing education opportunities that touch on inclusivity themes, the availability of an ALA Building Library Capacity Grant, and the opening of the Ho-Chunk Nation’s first library in Black River Falls.

## Delivery Services

On April 30, WVLS assumed the responsibility of sorting all materials running through the inter- and intra-system delivery at Waltco’s Wausau hub on behalf of our member libraries. Since March 2016, Waltco had been doing the central sort for all items in transit, however staffing challenges have made it difficult for them to sustain this service efficiently and effectively. While they will no longer sort items in delivery, Waltco will continue to deliver materials to member libraries. Delivery times and routes are not affected with this change.

To prepare for the sort of items in delivery, WVLS office spaces were moved to make room for this process, and work benches and flat beds were purchased. For the last two weeks, WVLS in-office staff and a volunteer have been pitching in to complete the sort of all incoming and outgoing materials each day, and the number of incoming/outgoing bins and the amount of time required to complete the sort each day are being tracked. At this time, we are uncertain how much time will be needed each week to get the job done. What we have seen since taking on the sort is that the time needed can vary from one day to the next. To get us through this period of uncertainty, we plan to hire two people on a part-time basis in early June to carry us through the summer months. Once we have a better handle on the ebb and flow of incoming and outgoing loads, WVLS will post a job description that offers a set schedule with required responsibilities.

For the last year, WVLS has been considering the idea of taking on this aspect of delivery service, with funds included in the 2024 budget for this purpose. The multi-year ILS merger exploration with NWLS that started in 2022 (NICE Project) has prompted staff to analyze delivery routes and processes and to investigate mechanisms for improved resource sharing between member libraries in NWLS and WVLS. That said, we did not expect that we would need to take on the sort of materials going through delivery so quickly.

WVLS thanks member library colleagues for their feedback and support during the weeks in March and April when delivery service was significantly disrupted. Problems were communicated with a great deal of patience and grace. And kudos to the WVLS in-office team for lending a hand and offering advice along the way. Member library support and the collaborative efforts of WVLS staff have been a tremendous boost during this transition.

## Legislative Update

Updated 2024 Wisconsin Redistricting Maps for the WVLS Area (**Exhibits16b**) and WVLS Libraries and Legislators Handout (**Exhibit 16c**) are shared at the end of this report.

## Member Library / WVLS Gatherings

### WVLS Listening Session

The first WVLS listening session of 2024 took place on April 17 at the Colby Community Library. Listening sessions are opportunities for member public library directors and WVLS staff to gather informally to discuss current news, challenges, goals and successes. Conversation topics centered on summer library programs, increasing usage of libraries, grants, building maintenance, volunteers, patron behavior, Princh mobile print management system, fine-free initiatives, and programming.

Following the session, **Colby Community Library Director Vicky Calmes** provided a tour of the library. All participants received a penny to press in the library's new penny press machine, which was received through a patron donation. Participants expressed support and enjoyment for the session and found the

informal approach beneficial. The next listening session is scheduled for September 23 at the Francis L. Simek Memorial Library in Medford.

### Youth Services Meetup

Several times throughout the year WVLS hosts Youth Services Information Exchanges (YSIEs). Planned and hosted by Kristie Hauer, YSIEs are opportunities for area library staff to gather virtually or in-person for informal discussions on issues relevant to youth services.

A YSIE get-together was held at the **Minocqua Public Library** on March 21. The group discussed and brainstormed all ages programming as well as shelving and presentation of specific collections, such as easy readers and VOX books. The group also reviewed the current NICE project recommendations and had an opportunity to provide feedback.



Pictured from left to right: WVLS Public library consultant **Kristie Hauer**, Tomahawk children's librarian **Annette Miller**, Minocqua children's services coordinator **Erica Dischinger**, Minocqua teen services coordinator **Jennifer Davis** and Minocqua adult services coordinator **Cindy Wendt**.

Participants in the first YSIE of the year, held virtually on January 18, discussed and shared experiences, resources, and information on STEAM activities and self-directed activities. STEAM activities focus on science, technology, engineering, art, and mathematics. Self-directed activities are interactive opportunities where patrons create their experience with little staff direction.

Upcoming YSIE get-togethers include an in-person meeting at **Granton Community Library** on August 12 and a virtual meeting with IFLS Library System member libraries' youth services staff on September 10.

### NICE Town Hall

NWLS and WVLS member libraries were invited to participate in the NICE (Northern Wisconsin ILS Consortium Exploration) Town Hall on April 9. Conducted by members of the NICE Project Team, the Town Hall provided an overview of the process to date, shared information about NICE recommendations made thus far, and discussed the NICE Project Team's next steps. Sufficient time was provided for participants to share feedback and ask questions. A recording of the NICE Town Hall is available [here](#).



## Public Library Consultant Services

### Data Analysis and Reporting

WVLS Data and Technology Services Consultant **Erica Brewster** will complete the WiLS Data Classroom with a final wrap-up and presentation in May. For her project, she will develop a short summary (“one”-pager) document for the **2023 WVLS Statistics Booklet**. She also plans to develop a process for holding focus groups with WVLS member library administrators on the use of statistics and data.

The **2023 WVLS Statistics Booklet** has been published. A new section was added with library per capita metrics for collection, circulation, programs, hours, FTE. The Booklet will be discussed later in the agenda. See **Exhibit 25**.

### Public Library Services Support

Assistance was provided to the Western Taylor County Public Library (Gilman) related to a **library user’s inappropriate computer use**. Following a supportive discussion of the concern, examples of several policies were provided to library staff. Policies on computer use and patron behavior specific to suspension and banning a library user’s access and library user appeals process, and sample written warning notification, were shared.

Assistance was provided to Clark County libraries for **promotion of their collaborative Passport Program** which launched on May 1 and will run through August 31. The program encourages participants to visit each of the ten libraries in Clark County to collect a passport stamp. Participants that visit all ten libraries will be entered into a prize drawing for a \$75 gift card and participants that visit at least five libraries will be entered into a prize drawing for a \$10 gift card. WVLS is considering a system-wide passport program in 2025.

Assistance was provided to Demmer Memorial Library (Three Lakes) related to **collection development policies and requests for reconsideration processes**. Several examples of each were shared. Information on what to expect and **how to handle a first amendment audit** was also shared.

## Technology Projects and Support

### Communication and Training

Since the last WVLS Board of Trustees meeting, Erica Brewster completed the following:

- Added an About page to the <https://leanwi.org/> website detailing the LEANWI partnership for new library staff and board members.
- Revived the [wvls.org/technology-faqs/](https://wvls.org/technology-faqs/) page with updated information including technology news, FAQ, services overview, and tech tips including tips shared from Northern Waters Library Service.
- Updated [wvls.org/about-wvls/wvls-communications/](https://wvls.org/about-wvls/wvls-communications/) with Helpdesk and WVLS staff topic expert contact details.
- Drafted presentation on internet filtering in public libraries, incorporating case law reviews received and information request from the Wisconsin State Law Library.

- Received one-on-one SharePoint training from **Kay McClure**, a retired SharePoint trainer, who now works at the Crandon Public Library. Training enhanced understanding SharePoint structure and permissions.

### Procurement and Asset Inventory

New computers were deployed at libraries in Rhinelander, Rib Lake, Stetsonville, with more being staged for libraries in Antigo, Granton, Medford, and Rhinelander. Staff collaborated with NWLS IT staff on uploading asset inventory to the shared LEANWI asset-tracking system.

### Member Library Services

**Hotspots Update:** LSTA grant funding for Kajeet hotspot support will continue through **December 31, 2024**. Due to “educational” limitations of the Kajeet hotspot service (i.e., streaming services blocked), many libraries did not find this program to be the best fit for their patrons. WVLS will work with libraries currently circulating these hotspots to determine options for continuing: 1) transfer current Kajeet devices and contracts to libraries to self-manage; 2) identify alternative hotspot programs for individual libraries to self-manage; or, 3) discontinue hotspot service.

**TEACH Internet Migration:** TEACH internet migration update: due to issues coordinating circuits with local last-mile carriers, AT&T has revised their approach to migration for WVLS and other LEANWI libraries. Currently libraries that do not have AT&T as their last mile provider are in the process of having management transferred and circuit migrated on the back end. Physical transfers and onsite work will be completed after the virtual circuit migrations are complete.

**Ongoing Projects:** WVLS is working with MCPL IT staff to test DeepFreeze public PC management, Pharos public PC timing software, and Princh print management for deployment at main and branch locations.

Last fall, LEANWI partners began exploring a relationship with a new Microsoft Licensing vendor and continues working with its team of licensing experts to better understand program renewal and new procurement options. There are two major tracks of licensing management: maintenance of current licensing and procurement of new licensing. **Current licensing maintenance supporting core infrastructure and core services for member libraries is active through June 2024.** Because current licensing is not an option after June 2024, WVLS will work with its current MS licensing vendor during late April and May to affect the necessary program change and a renewal of existing licensing.

With the BadgerNet to TEACH Network migration now in a more known and stable state of process, WVLS will be renewing efforts to work with Taylor County libraries to complete network config updates supporting the use of the new Taylor County Fiber Network (TCFN) services available at each library. Our initial goal is to segregate internet traffic from the libraries’ public Wi-Fi networks to route through their respective TCFN paths. **We will be scheduling a second attempt to affect that change at Western Taylor County Public Library (Gilman) by mid-May.** Once we have a successful split routing config

functioning at Gilman, we will be able to reproduce those config changes for the other Taylor County libraries quickly.

## V-Cat and ILS Administration

### V-Cat Council Meeting Highlights

During its meeting on April 4, the V-Cat Council:

- approved [Financial reports for January - February 2024](#).
- approved using **Special Project Funds to add an Aspen test server**. The test server will allow V-Cat libraries to test changes to Aspen settings for evaluation without disrupting the patron experience. It provides V-Cat libraries two weeks to review monthly Aspen update changes prior to them going live for patrons.
- approved these recommendations –
  - an UPDATED [Use of Claims Returned Recommendation](#) (to align with invoicing for damaged items);
  - an UPDATED [Maximum Holds and Checkouts Recommendation](#) (to align with current settings in Sierra); and
  - an UPDATED [V-Cat Library Card Application and Patron Record Creation Guidelines](#) (to address Safe at Home addresses and text message notices for 16-17 year olds).
- reviewed a [proposed 2025 V-Cat Budget](#).
- reviewed Innovative’s Sierra Idea Exchange. V-Cat Council members were encouraged to create an account and to participate in guiding future Sierra developments by submitting, commenting, and voting on ideas.

### V-Cat Bibliographic and Interface Committee Activity

The V-Cat Bibliographic / Interface Committee met on May 7 to discuss procedural documents for *Cataloging Big Books* and *Requirements for Attaching an Item Record to an Existing Bibliographic Record in V-Cat*. These documents will be ready for use by V-Cat Library staff soon. Additionally, the committee received an Aspen update, heard reports from the ILS Support Specialist and ILS Administrator, discussed the upcoming NICE Project cataloging workgroup act, and were given a demonstration of OCLC’s cataloging desktop client, Connexion.

### V-Cat Cooperative Circulation Committee Activity

The V-Cat Cooperative Circulation Committee met on Friday, March 8 and Friday, May 10. In March the committee discussed Safe at Home addresses and patron record information, noting that the current V-Cat recommendation should be updated to include them. The Committee requested additional information be shared with V-Cat about Shoutbomb notice adjustments. The committee reviewed the Use of Claims Returned Recommendation and Maximum Holds and Checkouts Recommendations to bring updates to the V-Cat Council. The V-Cat High Demand Holds practices were discussed at length including concerns about staff overrides and patrons’ dissatisfaction with the inability to place holds.

Options for library users and staff when holds cannot be placed on new high demand items were reviewed. The Committee also discussed aspects of current High Demand practices to research further.

In May, the Committee discussed extended checkout practices in place at member libraries for teachers, institutions, and staff. Reduced checkout periods and limited checkouts for short term / temporary patrons were also discussed. The Committee began outlining points for future recommendations for extended and restricted circulation to V-Cat Council.

### Other Projects

Rachel Metzler attended the **Innovative User Group Conference** that was held in Detroit, Michigan from March 25-27. She learned about cataloging techniques in Sierra, AI, and features of upcoming Sierra products. She also discussed best practices for consortiums using Sierra.

WVLS will be welcoming an intern from the UW-Madison iSchool this summer. MCPL staff member, **Jailin Peterson**, will be spending 120 hours with the WVLS team during the summer months. Her areas of interest are cataloging, metadata and digitization.

**NICE Project Update.** An update on the NICE (Northern Wisconsin ILS Consortium Exploration) Project will be shared later in today's meeting. See **Exhibit 19**.

## Website Services and Support

### NEW! Help Desk Ticketing System Launched for Website Support

A new Help Desk ticketing system exclusively for website-related support was recently launched. All website help requests from libraries across the four library systems in the LEANWI Website Service – Northern Waters Library Service (NWLS), IFLS Library System, Winding Rivers Library System and WVLS - can now be sent to [websitehelp@librarieswin.org](mailto:websitehelp@librarieswin.org). **Erica Brewster** and LEAN WI Technology Support Consultant **Brendan Tuckey** comprise the LEANWI technology team's primary website services staff.

### Winding Rivers Library System Websites

Brendan Tuckey and Erica Brewster spent time in recent months cleaning up WRLS member library website back-ends. This process will continue as Erica collaborates with libraries to identify active plugins, discontinue unnecessary ones, and address additional needs.

Erica has met with staff from seven WRLS libraries and WRLS system staff to review the status of their websites and prepare for further cleanup/training. Additional training times are available.

Once library website staff meet with Brendan and Erica, they will be included in LEANWI website training and management processes. Ongoing cleanup and improvements are anticipated for WRLS websites.

## Website Development

LEANWI has acquired licenses for additional Divi modules and tools to enhance library website functionality. These tools are undergoing testing and deployment on select websites.

Brendan Tuckey is currently working with two NWLS libraries and one WRLS on website build/redesigns. The two NWLS sites are being transferred to the LEANWI hosting and domain management service.

- NWLS: Winter Public Library
- NWLS: Grantsburg Public Library
- WRLS: Wonewoc Public Library

All websites are designed in collaboration with the individual library and with website accessibility and Divi best practices.

Brendan has also developed a centralized online resources page highlighting system and statewide online resources (e.g., Ancestry, Libby, BadgerLink) allowing all libraries to easily provide links to all online resources that are available through their library system. This page will be deployed on all library websites and can be updated from a single location while allowing for individual libraries to also add their own resource links.

A webpage for the Clark County Passport program was designed and added to nine websites for Clark County libraries.

Other major developments included a rewrite of the Menomonie Library website as its unusual configuration and setup did not allow it to be updated or maintained and it ran the risk of being unrecoverable in the event of a mishap occurring.

## Website Training

Training and reference materials are regularly added to <https://training.librarieswin.org/>. At least four virtual training opportunities are offered each month, and each training session has an average of 4-5 participants. All website training webinars are recorded and posted for later viewing to YouTube and posted with the topic on the training blog.

In March and April, training was provided on the following topics:

- Website Calendars
- Website Analytics
- Website Menus
- Promoting Summer Reading
- Promoting MORE Passport Program

## CONTINUING EDUCATION and TRAINING

### NEW *Digital Bytes*

[Analyzing Your Collection](#). In this *Digital Byte*, Kristie Hauer discusses the importance of diverse children’s collections, tips for selecting anti-bias books, and pitfalls to avoid.

[Repurposing Canva](#). Watch Jamie Matczak demonstrate (in a few minutes!) how Canva templates can be repurposed for library uses.

### Upcoming Workshops

#### Wisconsin Libraries Talk About Race: Navigating the Terrain of Change

Guest Speaker: **Dr. Alonzo Kelly**

Thursday, May 9: 9:30 a.m.- 3:30 p.m., Wintergreen Conference Center, Wisconsin Dells

Those who attend this workshop will discover ways to create inter-culturally inclusive work and learning environments for all. Participants will increase their knowledge and ability to problem solve, communicate confidently, and foster more collaborative work environments rooted in authentic relationships with dynamic executive coach, professor, and three-time best-selling author Dr. Alonzo Kelly. Dr. Kelly is recognized as one the nation’s leading experts on leadership development, strategic thinking, and planning. Travel assistance is available. More details and registration information [can be found on the website](#).

The Wisconsin Libraries Talk About Race Project was made possible thanks to the Wisconsin Department of Public Instruction’s Public Library Development Team, with funding support from the Institute of Museum and Library Services.

#### Workforce Collaboration Workshop

The Wisconsin Department of Public Instruction and partners developed through the Library Workforce Connection statewide workgroup are hosting an in-person Workforce Collaboration Workshop at Brown County Library in Green Bay on May 24. Attendees will learn tips, strategies, and best practices for forming local partnerships in their communities and will have the opportunity to network with other library and workforce development staff.

## INFO TO GO

In April 2024 during National Library Week, the American Library Association released the [State of America’s Libraries 2024](#) report. The report highlights the ways libraries and library workers have addressed community needs with innovative and critical services as well as the challenges brought on by censorship attempts. According to the report, the number of unique titles targeted for censorship surged by 65% from 2022 to 2023, reaching the highest levels ever documented by ALA.



## UPCOMING EVENTS / MEETINGS

- May 18 – **WVLS BOARD OF TRUSTEES MEETING**
- May 21 – **NICE Team meeting**
- May 21 – 2024 WLA Conference Planning Committee meeting
- May 21 – **Website Accessibility Learning Group meeting**
- May 21 – DPI-hosted meeting of System Inclusive Services Consultants
- May 21 - Statewide Cooperative Cataloging Workgroup meeting
- May 24 – **“Workforce Collaboration Workshop;”** Green Bay, WI
- May 27 – **WVLS Office closed**
- May 28 – Library Workforce Connection meeting
- June 4 – WPLC Technology Backup Committee meeting
- June 6 – **WVLS V-Cat Council meeting**
- June 10 - **WVLS/IFLS/NWLS Website Office Hour**
- June 10 – WPLC (Wisconsin Public Library Consortium) Board meeting
- June 12 - Statewide Bibliographic Standards Committee meeting
- June 12 – Present “Customer Service” Webinar for the Southwest Wisconsin Library System
- June 17 – WPLC Digital Archives Backup Committee meeting
- June 18 – **Website Accessibility Learning Group meeting**
- June 18 – **NICE Team meeting**
- June 18 – 2024 WLA Conference Planning Committee meeting
- June 18 - DPI-hosted meeting of System Youth Services Consultants
- June 18 - Statewide Cooperative Cataloging Workgroup meeting
- June 19 - **WVLS/IFLS/NWLS Website Office Hour: Website 201 [Just] Beyond the Basics**
- June 20 - **WVLS/IFLS/NWLS Website Office Hour: Website 201 [Just] Beyond the Basics**
- June 20 - **WVLS/IFLS/NWLS Website Office Hour**
- June 25 – Library Workforce Connection meeting
- June 26 – DPI-hosted meeting of System Continuing Education Consultants
- June 27 – July 2 – AMERICAN LIBRARY ASSOCIATION CONFERENCE; San Diego
- July 4 – **WVLS Office closed**
- July 8 - **WVLS/IFLS/NWLS Website Office Hour**
- July 10 - Statewide Bibliographic Standards Committee meeting
- July 12 - COLAND (Council on Library and Network Development) meeting
- July 12 - **WVLS V-Cat Cooperative Circulation Committee meeting**
- July 16 – **Website Accessibility Learning Group meeting**
- July 16 – 2024 WLA Conference Planning Committee meeting
- July 16 – DPI-hosted meeting of System Inclusive Services Consultants
- July 16 - Statewide Cooperative Cataloging Workgroup meeting
- July 17 - **WVLS/IFLS/NWLS Website Office Hour: Website 201 [Just] Beyond the Basics**
- July 18 - **WVLS/IFLS/NWLS Website Office Hour: Website 201 [Just] Beyond the Basics**

- July 18 - **WVLS/IFLS/NWLS Website Office Hour**
- July 23 – Library Workforce Connection meeting
- July 25 – Connecting WI Libraries meeting
- August 5 – WPLC (Wisconsin Public Library Consortium) Board meeting
- August 6 – **WVLS V-Cat Bibliographic Control / Interface Committee meeting**
- August 12 – **WVLS YSIE (Youth Services Information Exchange); Granton Community Library**
- August 12 - **WVLS/IFLS/NWLS Website Office Hour**
- August 13 – WPLC Technology Steering Committee meeting
- August 14 - Statewide Bibliographic Standards Committee meeting
- August 15 – **WVLS Library Advisory Committee meeting**
- August 15 - **WVLS/IFLS/NWLS Website Office Hour: Website 201 [Just] Beyond the Basics**
- August 15 - **WVLS/IFLS/NWLS Website Office Hour**
- August 17 – **WVLS BOARD OF TRUSTEES MEETING**
- August 19-23 – **“Wisconsin Trustee Training Week”**

Thank you for reading!

Marla



# IMPROVE LIVES THROUGH ONLINE LEARNING

One of the greatest challenges your patrons face can also be their greatest opportunity. With many people looking for flexible work options, better-paying jobs, or reevaluating their priorities altogether, *Gale Presents: Udemy* empowers users to elevate their current skill set or develop new talents to go after what they want in life.

*Gale Presents: Udemy* connects patrons to thousands of video-based online learning courses in business, technology, and personal development. This top collection, curated from the [udemy.com](https://www.udemy.com) marketplace model with more than 210,000 courses, 62 million learners, and 70,000 instructors, delivers the highest percentage of current content and an industry-leading utilization rate.

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## HELP PEOPLE REACH THEIR GOALS AND PURSUE THEIR DREAMS

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Bring authentic learning to your community with courses taught by subject matter experts in their native language, going beyond traditional content dubbing and video captions. With more than 12,000 courses to choose from, learners can upskill across business, technical, and personal enrichment topics in their preferred language, including Arabic, French, German, Hindi, Indonesian, Italian, Japanese, Mandarin, Polish, Portuguese, Russian, Spanish, and Turkish.

### GIVE LEARNERS THE POWER TO CHOOSE

Learners have clear preferences when it comes to how they want to learn. Offer patrons a personalized learning experience that puts their individual needs and interests first. Students can see top courses and trending skills, giving them the power to choose courses that fit them best. Plus, smart recommendations give users course suggestions based on previous interactions with the platform.

### LEARN FROM LEADING EXPERTS

Some of the best teachers are found outside the classroom. Our instructors are world-class thought leaders, subject matter experts, bestselling authors, and award-winning professors who are working and making advancements in their fields.

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## MAJOR COURSE CATEGORIES

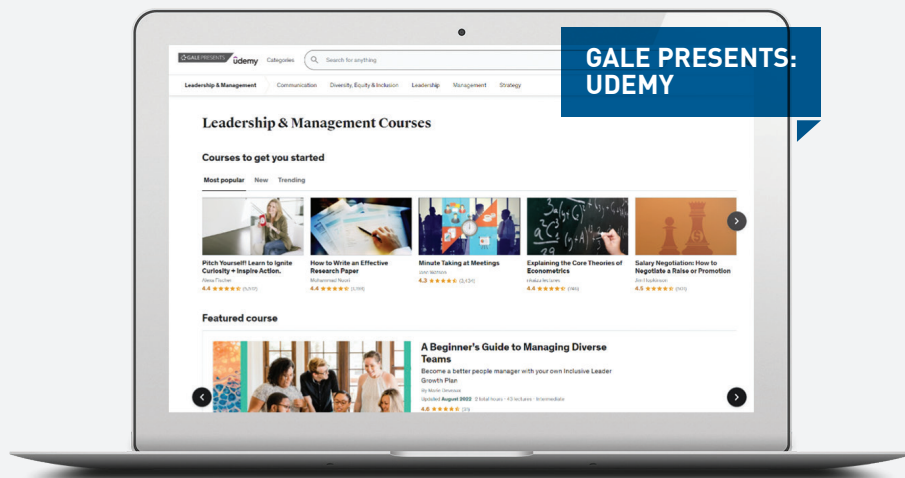
- Business Operations
- Cloud Computing
- Continuing Education Units
- Cybersecurity
- Data Science
- Design
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- Project & Product Management
- Sales
- Workplace & Human Resources



### SEE WHAT THE JUDGES HAD TO SAY:

"We love Udemy and recommend it highly."

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Product screen capture as of June 2023. Actual interface may vary.

### WIDE SELECTION OF TOPICS

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### ANYTIME, ANYWHERE ACCESS

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### SUPPLEMENTAL COURSE CONTENT

More than 60 percent of courses let users put their new skills into practice via assignments, quizzes, practice tests, and coding exercises.

### MOST UP-TO-DATE COURSES

Courses are added, updated, and retired monthly, as new skills and demands emerge in each field.

### TAILOR-MADE LEARNING EXPERIENCE

Users can select the instructor and content that best matches their skill needs and learning preferences, and filter search results by course features, level, language, duration, topic, subtitles, and ratings.

### RESOURCES FOR WORK-LIFE BALANCE

Patrons can take courses to develop their personal interests, whether they want to learn a language, tap into their creative side, or explore ways to be happy and healthy.

## ONLINE COURSES FOR TODAY'S WORKFORCE

*Gale Presents: Udemy* encourages library patrons to meet the challenges that come with digital transformation and remain competitive in the modern workplace. This unique resource offers thousands of timely courses on in-demand skills and trending competencies, allowing professionals to drive innovation and success in their field. In fact, nearly 50 percent of Fortune 500 companies trust Udemy for employee upskilling.

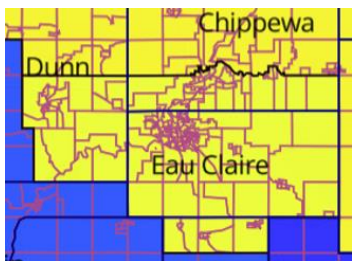
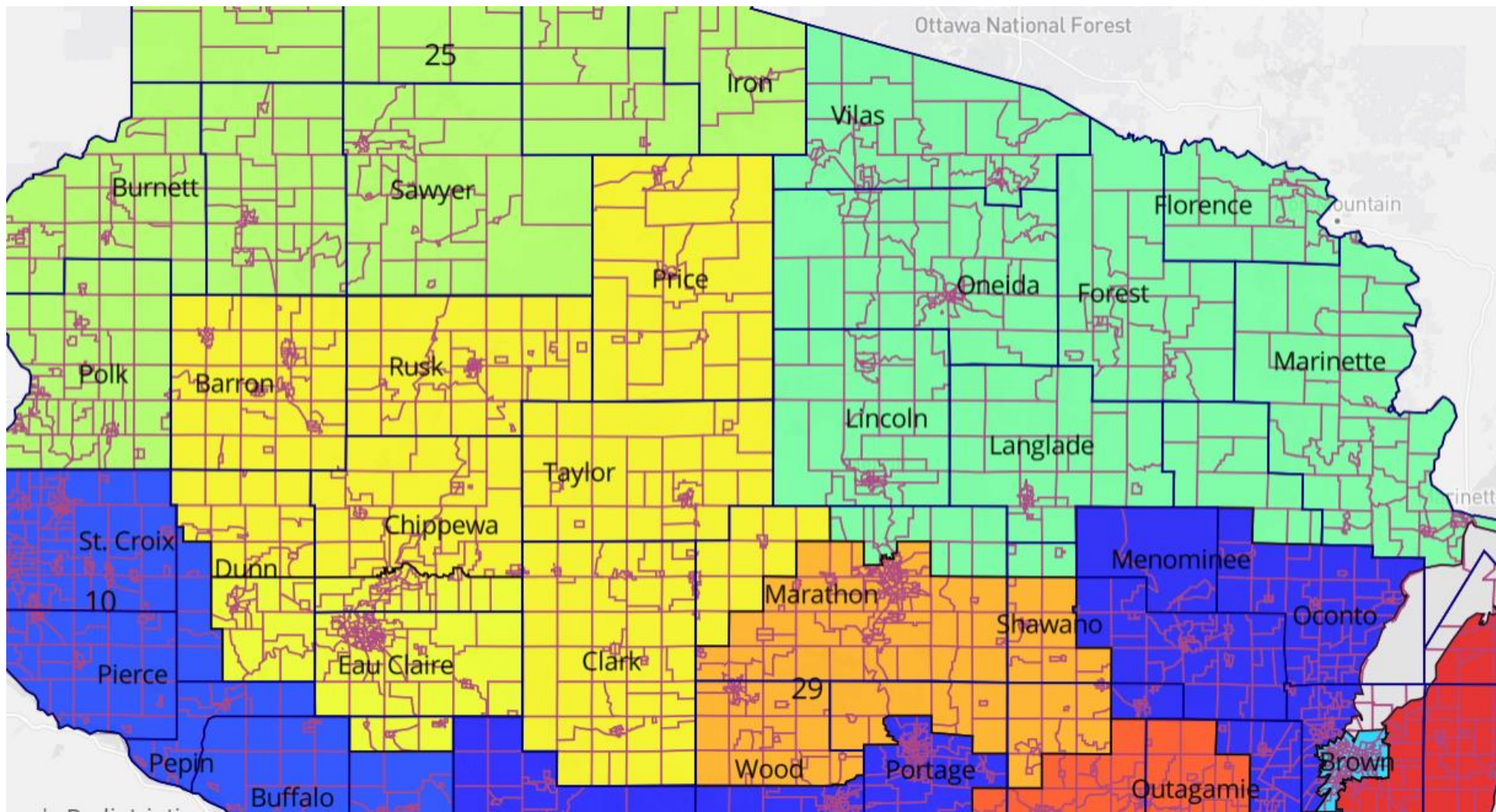
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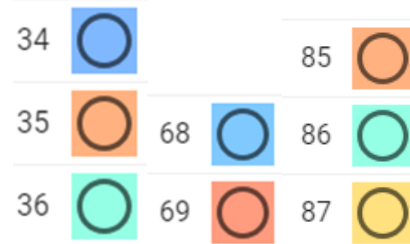
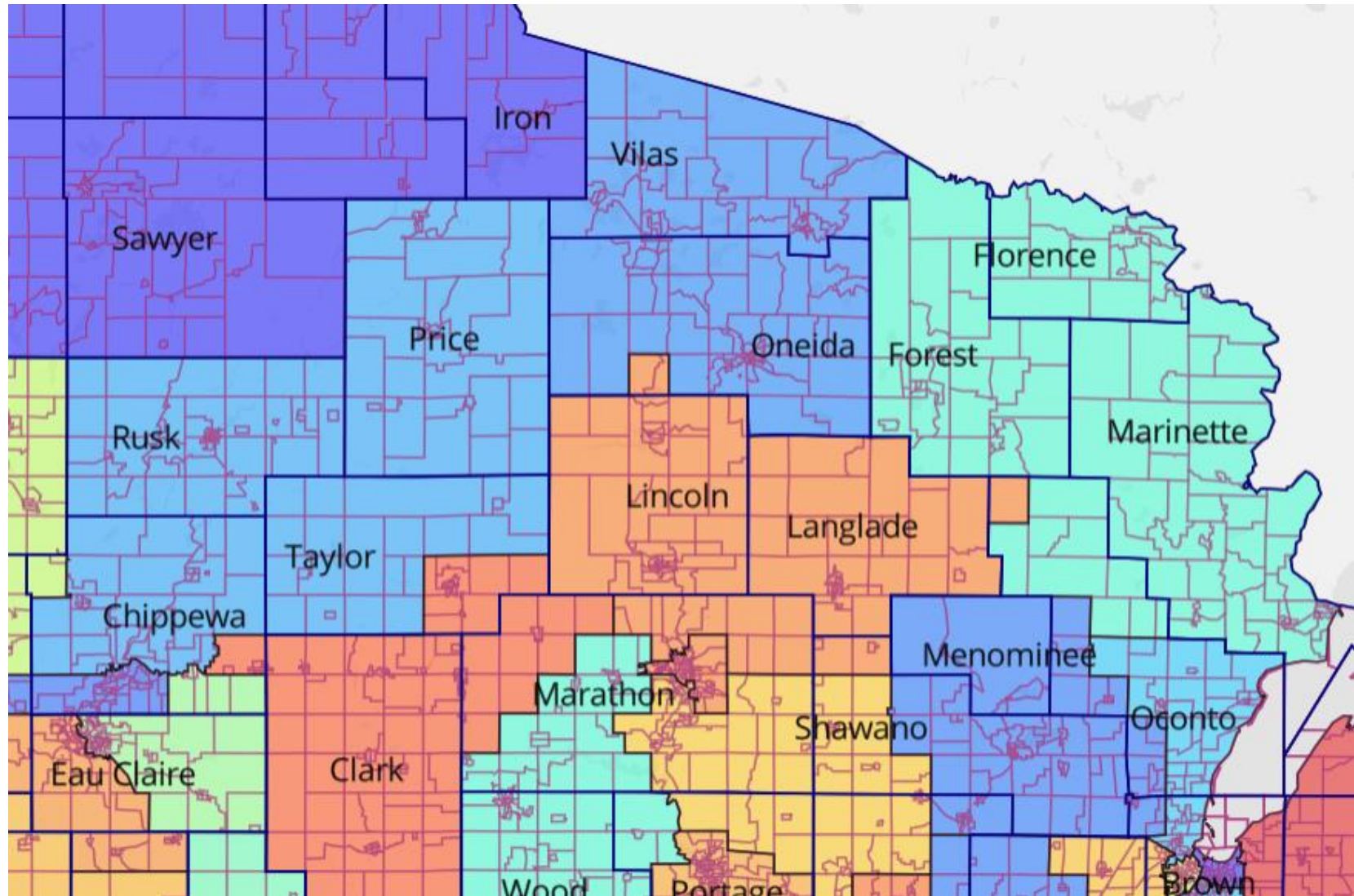
Governor Evers submission of proposed Senate maps – January 2024



Note that the **Senate District 31** is colored in slightly lighter yellow than **Senate District 23**. The boundary runs between Chippewa Falls and Eau Claire.



Governor Evers submission of proposed Assembly maps – January 2024



**WVLS LIBRARIES and LEGISLATORS by COUNTY – 2024 DISTRICT MAPS**

May 10, 2024

**NOTES: Candidates have until 5:00 PM June 3 to file nomination papers. Libraries have been sorted according to 2024 maps.****ONEIDA COUNTY** (Town of Nokomis in AD35) **Libraries:** Minocqua, Rhinelander, Three Lakes**Senator Mary Felzkowski (R) SD12****Mail:** P.O. Box 7882, Madison, WI 53707-7882**Office:** 415 South**Phone:** (608) 266-2509**Email:** [Sen.Felzkowski@legis.wisconsin.gov](mailto:Sen.Felzkowski@legis.wisconsin.gov)**Representative Rob Swearingen (R) AD34 no challenger****Mail:** P.O. Box 8953, Madison, WI 53708-8953**Office:** 123 West**Phone:** (608) 237-9134 or toll free (888) 534-0034**Email:** [Rep.Swearingen@legis.wisconsin.gov](mailto:Rep.Swearingen@legis.wisconsin.gov)**LANGLADE AND LINCOLN COUNTY****Libraries:** Antigo, Elcho & White Lake branches, Merrill, Tomahawk**Senator Mary Felzkowski (R) SD12****Challenger to Sen. Felzkowski:**

Andi Rich (D-Marinette)

**Challengers to Rep. Callahan:** Elizabeth

McCrank (D-Merrill), Todd Mayr (R-Antigo)

**Representative Calvin Callahan (R) AD35****Mail:** P.O. Box 8952, Madison, WI 53708-8952**Office:** 15 West**Phone:** (608) 237-9135 or (888) 534-0035**Email:** [Rep.Callahan@legis.wisconsin.gov](mailto:Rep.Callahan@legis.wisconsin.gov)**FOREST COUNTY****Libraries:** Crandon, Laona, Wabeno**Senator Mary Felzkowski (R) SD12****Challenger to Rep. Mursau:**

Benjamin Murray (D-Porterfield)

**Representative Jeffrey Mursau (R) AD36****Mail:** P.O. Box 8953, Madison, WI 53708-8953**Office:** 113 West**Phone:** (608) 237-9136 or toll free (888) 534-0036**Email:** [Rep.Mursau@legis.wisconsin.gov](mailto:Rep.Mursau@legis.wisconsin.gov)**CLARK AND TAYLOR COUNTY****Libraries:** Gilman, Rib Lake, and Westboro in **AD68**; Athens-MCPL, Abbotsford, Colby, Dorchester, Granton, Greenwood, Loyal, Medford, Neillsville, Owen, Stetsonville, Thorp and Withee in **AD69**.**Senator Jesse James (R) SD23****Mail:** P.O. Box 7882, Madison, WI 53707-7882**Office:** 319 South**Phone:** (608) 266-7511**Email:** [Sen.James@legis.wisconsin.gov](mailto:Sen.James@legis.wisconsin.gov)

Sen. James, drawn out of SD23 and into SD31, has not announced his plans. Odd numbered Senate seats are not up for re-election until 2025.

**Representative ~~Karen Hurd (R)~~ AD68:****Mail:** P.O. Box 8952, Madison, WI 53708-8952**Office:** 15 North**Phone:** (608) 237-9168 or (888) 534-0068**Email:** [Rep.Hurd@legis.wisconsin.gov](mailto:Rep.Hurd@legis.wisconsin.gov)

Rep. Rob Summerfield (R-Bloomer) lives in the newly redrawn district. He will be primaried by Clifford Taylor (R-Ladysmith)

Rep. Rozar was drawn out of AD69 and into AD86.

**Rep. Hurd is moving into AD69.**

Challenger: Isac Hunt (I-Thorp)

**Phone:** (608) 237-9169 or toll free (888) 534-0069**Representative ~~Donna Rozar (R)~~ AD69****Mail:** P.O. Box 8953, Madison, WI 53708-8953**Office:** 13 West**Email:** [Rep.Rozar@legis.wisconsin.gov](mailto:Rep.Rozar@legis.wisconsin.gov)**MARATHON COUNTY****Libraries:** Wausau-MCPL in **AD85**; Edgar, Marathon City, Spencer, and Stratford MCPL branches in **AD86**; Hatley, Mosinee, and Rothchild MCPL branches in **AD87**. (Athens branch in SD23/AD68)**Senator Cory Tomczyk (R) SD29****Mail:** P.O. Box 7882, Madison, WI 53707-7882**Office:** 310 South**Phone:** (608) 266-2502**Email:** [Sen.Tomczyk@legis.wisconsin.gov](mailto:Sen.Tomczyk@legis.wisconsin.gov)

Odd numbered Senate seats not up for re-election until 2025

**Representative Patrick Snyder (R) AD85 Moving to stay in AD85.****Mail:** P.O. Box 8953, Madison, WI 53708-8953**Office:** 307 North**Phone:** (608) 237-9185 or toll free (888) 534-0085**Email:** [Rep.Snyder@legis.wisconsin.gov](mailto:Rep.Snyder@legis.wisconsin.gov)

Yee Leng Ziong (D-Weston) is challenging Rep. Snyder in AD85.

**Reps. Spiros and Rozar are both running for AD86 and will face off in the August 13 primary.**

John Small (D-Marathon) is also running for AD86.

**Representative John Spiros (R) AD86****Mail:** P.O. Box 8953, Madison, WI 53708-8953**Office:** 212 North**Phone:** (608) 237-9186 or toll free (888) 534-008**Email:** [Rep.Spiros@legis.wisconsin.gov](mailto:Rep.Spiros@legis.wisconsin.gov)**Announced candidates for AD87 (open seat):**

Richard Pulcher (D-Lublin), Cory Sillars (R-Wausau),

Brent Jacobson (R-Mosinee).

(Rep. Snyder was drawn into AD87 but is moving back into AD85.)

**Representative ~~James Edming (R)~~ AD87 Rep. Edming is retiring.****Mail:** P.O. Box 8952, Madison, WI 53708-8952**Office:** 129 West**Phone:** (608) 237-9187 or toll free (888) 534-0087**Email:** [Rep.Edming@legis.wisconsin.gov](mailto:Rep.Edming@legis.wisconsin.gov)

**Draft 2024 2025**  
**STATUTORY RESOURCE LIBRARY AGREEMENT**  
*Between the*  
**MARATHON COUNTY PUBLIC LIBRARY**  
*And the*  
**WISCONSIN VALLEY LIBRARY SERVICE**

**Article I: INTENT**

The Marathon County Public Library (hereinafter referred to as MCPL) agrees to remain a member in good standing of the Wisconsin Valley Library Service (hereinafter referred to as WVLS) for the duration of this contract. MCPL further agrees to fulfill all the responsibilities required for system membership in accordance with the signed membership agreement between MCPL and WVLS and in compliance with Chapter 43 of the *Wisconsin Statutes*. In return, WVLS agrees to provide to MCPL the full range of goods and services offered to other member public libraries on the same basis as those goods and services are offered to those other member public libraries.

The provisions which follow are intended to formalize the relationship between the WVLS and the MCPL in its role as resource library for the WVLS for the year of **2024 2025**. This document incorporates by specific reference, as if set forth in full, all the terms and conditions of the WVLS Member Participation Agreement and is not intended to conflict therewith.

Signatures on this Agreement indicate that WVLS has designated MCPL as the resource library for WVLS and that MCPL has agreed to serve in that capacity. These actions are in accord with Wis. Stats. 43.16.

**Article II: RESOURCE LIBRARY SERVICES**

MCPL agrees to make its total collection available for the reference and interlibrary loan services which are provided to member libraries by WVLS staff. Access includes providing to any resident of the system area the same library services, on the same terms that it provides its own residents. MCPL is entitled to make use of the collections of other system member libraries for general interloan purposes on the same terms that other system members are entitled to make use of MCPL materials for interloan purposes as a basic condition of system membership.

In accordance with Wis. Stats. 43.16(2) MCPL, as the resource library, is required to:

- (a). have a collection of at least 100,000 volumes; (b) be open to the public at least 50 hours each week; and (c). employ at least one full-time permanent reference librarian with a master's degree in library science. Should MCPL fail to meet all of the above requirements, the WVLS board shall enter into a supplementary contract with the academic library with the largest operating budget of all academic libraries in the system area, or with a resource library in an adjacent system.

**Article III: SYSTEM SERVICES**

WVLS is obligated by Wis. Stat. 43.24(2)(b) to provide backup reference, information and interlibrary loan services from the resource library, including the development of and access to specialized collections.

**Article IV: OTHER PROVISIONS**

A. Negotiations for renewal or revision of this contract for ~~2024~~ **2025** shall begin no later than July 1, 2024. This Agreement may be modified by mutual written consent of both parties.

B. The term of this Agreement shall be January 1 – December 31, ~~2024~~ **2025**. If no Agreement for ~~2025~~ **2026** can be reached through the negotiation process, this contract can be extended through ~~2025~~ **2026** by the Department of Public Instruction’s Division for Libraries and Technology in accordance with Wis. Stat. 43.16(1)(a).

**SIGNED: MARATHON COUNTY PUBLIC LIBRARY**

By: \_\_\_\_\_ Date \_\_\_\_\_  
KARI SWEENEY, President, MCPL Board of Trustees

By: \_\_\_\_\_ Date \_\_\_\_\_  
LEAH GIORDANO, Director, MCPL

**SIGNED: WISCONSIN VALLEY LIBRARY SERVICE**

By: \_\_\_\_\_ Date \_\_\_\_\_  
TOM BOBROFSKY, President, WVLS Board of Trustees

By: \_\_\_\_\_ Date \_\_\_\_\_  
MARLA SEPNAFSKI, Director, WVLS

# **MCPL/WVLS SUPPLEMENTARY SERVICES AGREEMENT (January 1, ~~2024~~ 2025 – December 31, ~~2024~~ 2025)**

## **Article I: INTENT**

The provisions which follow are intended to formalize the relationship between the Wisconsin Valley Library Service (hereinafter referred to as WVLS) and the Marathon County Public Library (hereinafter referred to as MCPL) in its role as resource library for the WVLS. These provisions concern services and transactions which are of mutual benefit to both parties and are not part of the Statutory Resource Library Agreement between these parties.

This document incorporates, by specific reference as if set forth in full, all of the terms and conditions of the Wisconsin Valley Library Service Member Participation Agreement and is not intended to conflict therewith.

## **Article II: FACILITIES AND SUPPORT SERVICES PROVIDED BY MCPL**

### **A. Rent**

MCPL agrees to provide to WVLS space in their Wausau location for use as general WVLS office and storage space. Refer to Exhibit A for the specific areas occupied by WVLS.

The annual rental charge includes utilities, janitorial services, use of the staff lounge, restrooms, and MCPL's public meeting room on a scheduled basis for WVLS business. WVLS staff shall refer requests for repair/maintenance services to MCPL Director. The Marathon County Facilities and Capital Management Department retains the discretion as to any action taken on maintenance and repair services. If a request is denied, the MCPL Director will explain denial to WVLS and attempt to work out alternative actions.

It is the responsibility of WVLS to furnish those areas which it rents, and MCPL and WVLS will each maintain proper ownership records for their own equipment, furniture, etc.

MCPL reserves the right to lease space to WVLS on a semi-annual basis. Under this arrangement, WVLS will pay its rent quarterly upon receipt of bill for same from MCPL. The payment for rent is nonrefundable.

Likewise, WVLS reserves the right to lease space from MCPL on a semi-annual basis. Under this arrangement, WVLS will pay its rent quarterly upon receipt of bill for same from MCPL. The payment for rent is nonrefundable.

Should either agency wish to sever this landlord/tenant relationship within the term of this agreement, a 90-day notice shall be provided to the board of trustees of each agency.

### **B. Photocopying**

MCPL will attempt to include WVLS in MCPL copier contracts. As provided by those contracts, agrees to try to provide the WVLS office with a working photocopy machine of similar age and with similar features as other MCPL machines; and agrees to invoice WVLS for the use it makes of these photocopy machines at a rate which is no higher than that paid to the vendor by MCPL.



### **C. Telecommunications**

WVLS participates in the telephone services in place in the main facility of MCPL. WVLS shall pay all its telecommunication charges upon receipt of bill. WVLS utilizes and controls specified lines and will pay all ongoing charges arising from their use. WVLS will pay all costs arising from any WVLS-requested changes to this configuration (including possible installation of high-speed data lines).

### **D. Payments**

All payments by WVLS to MCPL pursuant to this section shall be paid as set forth in Exhibit B attached hereto and incorporated by specific reference.

## **Article III: SUPPORT SERVICES PROVIDED BY WVLS**

### **Collection Development**

WVLS provides MCPL with a collection development grant to enhance its specialized collections. This grant will be spent, in its entirety, during the term of this agreement.

## **Article IV: GOVERNANCE**

MCPL recognizes its unique position as the resource library for the WVLS and its statutory requirement to provide, at all times, at least one member of its library board to serve as a member of the WVLS Board of Trustees.

Directors of both MCPL and WVLS shall share all minutes of open session board meetings with the other's governing board. They shall also make themselves available to various committees of each other's boards for purposes of planning which affects both agencies, acting as information providers, etc.

The MCPL representative to the WVLS board shall, in the course of his/her duties, attend board meetings of each agency and, in so doing, report on the status and current operations of the agency represented.

MCPL holds a permanent seat on the WVLS Library Advisory Committee.

## **Article V: OTHER PROVISIONS**

### **A. Future Agreements**

Negotiations for renewal or revision of this Agreement for ~~2024~~ **2026** shall begin no later than July 1, ~~2024~~ **2025**. This Agreement may be modified by mutual written consent by both parties.

### **B. Term of Agreement**

The term of this Agreement shall be January 1 – December 31, ~~2024~~ **2025**.

**SIGNED: MARATHON COUNTY PUBLIC LIBRARY**

By: \_\_\_\_\_ Date \_\_\_\_\_  
KARI SWEENEY, President, MCPL Board of Trustees

By: \_\_\_\_\_ Date \_\_\_\_\_  
LEAH GIORDANO, Director, MCPL

**SIGNED: WISCONSIN VALLEY LIBRARY SERVICE**

By: \_\_\_\_\_ Date \_\_\_\_\_  
TOM BOBROFSKY, President, WVLS Board of Trustees

By: \_\_\_\_\_ Date \_\_\_\_\_  
MARLA SEPNAFSKI, Director, WVLS

**EXHIBIT A**

**~~2024~~ 2025 RENT FOR WVLS OFFICE SPACE IN MCPL'S WAUSAU FACILITY**

Kitchen	155	square feet
Server Room	104	" "
Office Suite I	1,992	" "
Office Suite II	297	" "
Delivery Area	<u>46</u>	
	<b>2,594</b>	<b>square feet</b>

The space occupied by WVLS and the cost of renting that space will be addressed annually by the MCPL and WVLS Board of Trustees.

In August ~~2023~~ **2024**, the MCPL Board agreed to rent space to WVLS for \$16.25/sq. ft. for a one-year period (~~2024~~-**2025**).

2,594 sq. ft. x \$16.25/sq. ft. = **\$42,153** (2024 annual rent).

**EXHIBIT B**

**FINANCIAL IMPACT OF MCPL/WVLS 2023 SUPPLEMENTARY SERVICES AGREEMENT**

**Re: Article II: Facilities & Support Services Provided by MCPL to WVLS**

A. Rent - As determined by MCPL Board of Trustees, WVLS pays MCPL in ~~2024~~ **2025**:

January 1- March 31, <del>2024</del> <b>2025</b>	<b>\$10,538.25</b>
April 1 - June 30, <del>2024</del> <b>2025</b>	<b>\$10,538.25</b>
July 1 - September 30, <del>2024</del> <b>2025</b>	<b>\$10,538.25</b>
October 1 - December 31, <del>2024</del> <b>2025</b>	<b>\$10,538.25</b>

B. Photocopying - Based on WVLS use at MCPL internal per copy cost.

Invoiced by MCPL in ~~2024~~ **2025**. **Per Use**

C. Telecommunications - Based on WVLS use.

Invoiced by Marathon County in ~~2024~~ **2025**. **Per Use**

**Re: Article III: Support Services Provided by WVLS to MCPL**

Collection Development - WVLS contribution to enhance specialized collections of the resource library.

Invoiced by MCPL in ~~2024~~ **2025**. **~~\$11,000~~ \$12,000**