



**COUNTY OF MARATHON  
WAUSAU, WISCONSIN**

**OFFICIAL NOTICE AND AGENDA**

**A meeting of the Marathon County Public Library Board of Trustees,  
Monday, February 17, 2025, at 12:00 noon  
Library Headquarters, Wausau Community Room.**

Persons wishing to attend the meeting by computer or phone may log or call into the **meeting beginning five (5) minutes prior to the start time indicated above using the following website <https://meet.goto.com/694345453> or number **1 877 309 2073**. Access Code for dialing in 694-345-453.**

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) Approval of Annual Report for DPI – For Discussion and Possible Action**
- 8. ( 5 minutes) Statement Concerning System Effectiveness – For Discussion and Possible Action**
- 9. (15 minutes) Clark County Cross Border Borrowing Inquiry – For Discussion and Possible Action**
- 10. (10 minutes) WVLS Space Needs – For Discussion and Possible Action**
- 11. Announcements**
- 12. Request for Future Agenda Items**
- 13. Next Meeting Dates**
  - Monday 03/17/2025
  - Monday 04/21/2025
  - Monday 05/19/2025 (Mosinee Branch Library)
  - Monday 06/16/2025

14. Adjournment

Signed:   
Library Director or Designee

\*All times are approximate and subject to change

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

EMAILED TO: Wausau Daily Herald, City Pages, and

EMAILED TO: Other Media Groups

EMAILED BY: H. Wilde

EMAILED DATE: February 11, 2025

EMAILED TIME: 9:00 a.m.

NOTICE POSTED AT COURTHOUSE

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

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

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

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, January 27, 2025.

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

Absent:

Others: Katelyn Sabelko, Nicole Metz-Andrews, Heather Wilde, David Hahn, Stephanie Martell and Robyn Vargas Remote visitors: none

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

**A MOTION WAS MADE BY CHRIS VOLL; SECONDED BY LEEANN PODRUCH TO APPROVE THE BOARD OF TRUSTEE MINUTES FROM THE DECEMBER 16, 2024 MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY GARY GISSELMAN; SECONDED BY JOYCE GRIESE TO APPROVE THE DECEMBER 2024 BILLS AND SERVICES REPORT. MOTION CARRIED.**

Public Comments –None

President – President Rayome introduced new board member, Joyce Griese. The County Board approved reappointment of Kari Sweeney and Andrea Sheridan.

Other Board Members – None

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

- Director Giordano is meeting with library managers to discuss 2025 goals that align with the library's strategic plan.
- Staff is currently looking at ways to enhance users' experience in the children's department.
- The aquarium has had a problem with leaks and may need to be replaced soon. The Foundation may head up a fundraising effort for this.

Board Committees – None

Friends of the Library – The Friends had their annual meeting in January and elected officers for the coming year. The most recent members-only sale brought in \$721.

MCPL Foundation – The Foundation met in January and talked about the library's aquarium.

Wisconsin Valley Library Service – The WVLS Board met January 18<sup>th</sup> for a brief meeting. February 11<sup>th</sup> is Library Legislative Day.

Library Service Highlight: Marketing – presented by Robyn Vargas, Library Marketing Specialist.

- The objective of the library’s marketing plan is to publicize and promote what is offered at the library.
- Items including passport services, 1000 Books Before Kindergarten, memory kits, notary service, and Tonie boxes are all publicized, so people know the diverse services and resources available.
- Press releases are sent to local media, so that information can be shared with the public.
- The library advertises in newspapers and digitally.
- The library provides brochures to Wausau Area Newcomers to be sent to people new to the area. In the future the library plans to include information in the Welcome Baby packet too.
- Currently the Marketing Specialist is on Big Bull Falls radio every other week to share what’s happening at the library.
- Weekly posts with activities are made on social media, primarily Facebook and Instagram. Additional updates are also made throughout the week. Other organizations regularly pull library events from Facebook to share on their sites.

Announcements – None

Request for Future Agenda Items- None

**A MOTION WAS MADE BY ANDREA SHERIDAN SECONDED BY GARY GISSELMAN TO ADJOURN AT 12:31 P.M. MOTION CARRIED.**

  
Library Director or Designee

Note: These minutes subject to approval at the next Library Board meeting scheduled for February 17, 2025.

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

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

Absent: Kari Sweeney

Others: Katelyn Sabelko, Nicole Metz-Andrews, Heather Wilde, David Hahn and Stephanie Martell Remote visitors: none

The meeting was called to order at 12:00 p.m. by Reid Rayome. Reid Rayome 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 NOVEMBER 18, 2024, MEETING. MOTION CARRIED.**

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY CHRIS VOLL TO APPROVE THE NOVEMBER 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.

- Director Giordano introduced the new Support Service Manager, Nicole Metz-Andrews.
- The HVAC project is going as expected.
- Information on an article related to library funding in Clark County was shared.

Board Committees – None

Friends of the Library – The Friends of the Library had a by-laws meeting and on January 11<sup>th</sup> they will hold their annual meeting for all Friends of the Library members.

MCPL Foundation – None

Wisconsin Valley Library Service – None

**A MOTION WAS MADE BY REID RAYOME; SECONDED BY CHRIS VOLL TO CONVENE IN CLOSED SESSION. MOTION CARRIED.**

A. Pursuant to §§ 19.85(1) (c) for the purpose of conducting a performance evaluation of the Director.

B. Roll call vote:

Chris Voll	1	Yes
Gary Gisselman	2	Yes
Reid Rayome	3	Yes
LeeAnn Podruch	4	Yes
Andrea Sheridan	5	Yes
Kari Sweeney-	not present	

**A MOTION WAS MADE BY ANDREA SHERIDAN; SECONDED BY CHRIS VOLL TO RETURN TO OPEN SESSION. MOTION CARRIED.**

**A MOTION WAS MADE BY REID RAYOME; SECONDED BY CHRIS VOLL TO APPROVE THE PERSONNEL EVALUATION AS DISCUSSED IN CLOSED SESSION. MOTION CARRIED.**

Announcements – None

Request for Future Agenda Items- The Board of Trustees would like to include Strategic Plan discussions in future meetings.

**A MOTION WAS MADE BY CHRIS VOLL; SECONDED BY LEEANN PODRUCH TO ADJOURN AT 1:13 P.M. MOTION CARRIED.**

  
\_\_\_\_\_  
Library Director or Designee

## Marathon County Public Library Budget vs Actual (Library cost center) for December 2024 as of 2/7/25

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b><u>Library Cost Center</u></b>				
<b>Revenues</b>				
46170 Sale of Maps, Poll Lists, Copies	\$ 12,000.00	\$ 1,215.20	\$ 14,979.46	\$ 2,979.46
46190 Other General Government Fees	\$ 24,000.00	\$ 2,820.00	\$ 28,330.00	\$ 4,330.00
46710 Library Fees	\$ 45,000.00	\$ 12,699.33	\$ 50,952.58	\$ 5,952.58
48200 Rental of Buildings and Property	\$ 42,153.00	\$ -	\$ 42,153.00	\$ -
48900 Other Miscellaneous Revenues	\$ -	\$ -	\$ 1,632.93	\$ 1,632.93
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>\$ 16,734.53</b>	<b>\$ 201,132.97</b>	<b>\$ 14,894.97</b>
<b>Personnel Expenses</b>				
51111 Salaries and Wages	\$ 2,078,706.00	\$ 202,150.34	\$ 1,974,776.53	\$ 103,929.47
51120 Overtime	\$ 22,935.00	\$ -	\$ -	\$ 22,935.00
51390 Other Special Pay	\$ -	\$ 2,024.17	\$ 19,816.90	\$ (19,816.90)
51580 Unemployment Compensation	\$ 2,102.00	\$ -	\$ -	\$ 2,102.00
51510 Social Security	\$ 160,775.00	\$ 14,737.49	\$ 144,376.81	\$ 16,398.19
51520 Retirement Employers Share	\$ 131,875.00	\$ 13,018.85	\$ 125,485.22	\$ 6,389.78
51541 Dental Insurance	\$ 12,031.00	\$ 1,217.50	\$ 8,636.05	\$ 3,394.95
51550 Life Insurance	\$ 7,016.00	\$ 65.97	\$ 475.30	\$ 6,540.70
51560 Workers Compensation	\$ 1,261.00	\$ 120.52	\$ 1,193.54	\$ 67.46
51590 Other Employer Contributions	\$ 30,030.00	\$ 2,277.60	\$ 32,533.85	\$ (2,503.85)
51593 Health Insurance	\$ 508,987.00	\$ 55,950.22	\$ 406,908.34	\$ 102,078.66

<b>Personnel Expenses Total</b>	<b>\$</b>	<b>2,955,718.00</b>	<b>\$</b>	<b>291,562.66</b>	<b>\$</b>	<b>2,714,202.54</b>	<b>\$</b>	<b>241,515.46</b>
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<b>Operating Expenses</b>								
52130 Accounting and Audit Services	\$	1,300.00	\$	4,876.63	\$	4,876.63	\$	(3,576.63)
52131 Financial, Banking and Investment Services	\$	1,200.00	\$	50.91	\$	978.60	\$	221.40
52192 Other Professional Services	\$	6,500.00	\$	-	\$	6,500.00	\$	-
52250 Telephone, Internet and Cable	\$	22,750.00	\$	2,060.71	\$	22,078.94	\$	671.06
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	6,731.00	\$	(231.00)
52140 Technology Services	\$	16,000.00	\$	3,678.00	\$	17,303.97	\$	(1,303.97)
52560 Other Special Services	\$	34,000.00	\$	3,607.94	\$	39,414.57	\$	(5,414.57)
52561 Reimburse County	\$	6,400.00	\$	45.00	\$	6,410.00	\$	(10.00)
52932 Copier Charges	\$	6,500.00	\$	1,395.21	\$	8,300.24	\$	(1,800.24)
52990 Sundry Contractual Services	\$	15,000.00	\$	1,506.27	\$	7,987.87	\$	7,012.13
53110 Postage and Courier	\$	1,700.00	\$	557.82	\$	1,792.96	\$	(92.96)
53130 Printing and Forms	\$	5,000.00	\$	64.00	\$	3,419.00	\$	1,581.00
53142 Software - IT	\$	6,000.00	\$	689.17	\$	7,876.60	\$	(1,876.60)
53161 Books Library	\$	275,045.00	\$	31,674.94	\$	262,588.85	\$	12,456.15
53168 Audio-Visual Materials	\$	56,596.00	\$	5,980.22	\$	52,160.13	\$	4,435.87
53169 E-Books Library	\$	34,252.00	\$	-	\$	34,296.24	\$	(44.24)
53190 Office Supplies	\$	27,000.00	\$	1,644.52	\$	21,143.22	\$	5,856.78
53220 Subscriptions	\$	18,600.00	\$	1,359.54	\$	17,407.16	\$	1,192.84
53221 Electronic Subscriptions	\$	35,200.00	\$	-	\$	35,712.53	\$	(512.53)
53240 Membership Dues	\$	118,497.00	\$	-	\$	118,951.21	\$	(454.21)
53250 Registration Fees/tuition	\$	3,500.00	\$	-	\$	829.72	\$	2,670.28
53260 Advertising	\$	4,000.00	\$	164.16	\$	3,810.64	\$	189.36
53321 Personal Auto Mileage	\$	3,500.00	\$	62.11	\$	2,118.20	\$	1,381.80
53410 Meeting Expenses	\$	2,700.00	\$	737.06	\$	1,420.32	\$	1,279.68



53494 Technology Supplies	\$	3,000.00	\$	219.99	\$	5,899.13	\$	(2,899.13)
53936 Other Supplies	\$	10,000.00	\$	856.05	\$	9,624.49	\$	375.51
55190 Insurance Other Premiums	\$	48,000.00	\$	27,154.00	\$	27,154.00	\$	20,846.00
55320 Building/Offices Rent	\$	65,000.00	\$	11,679.97	\$	56,470.96	\$	8,529.04
<b>Operating Expenses Total</b>	<b>\$</b>	<b>833,740.00</b>	<b>\$</b>	<b>100,064.22</b>	<b>\$</b>	<b>783,257.18</b>	<b>\$</b>	<b>50,482.82</b>
Total Expenditures	\$	3,789,458.00	\$	391,626.88	\$	3,497,459.72	\$	291,998.28
Net Change	\$	(3,603,220.00)	\$	(374,892.35)	\$	(3,296,326.75)	\$	306,893.25

Marathon County Public Library Budget vs Actual (additional cost centers) December, 2024 - as of 2/7/25

	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library - Gift/Donation Cost Center</b>				
Total Revenues	\$ 202,783.00	\$ 16,606.46	\$ 315,442.25	\$ 112,659.25
Total Expenditures	\$ 202,783.00	\$ 4,253.74	\$ 86,158.30	\$ 116,624.70
<b>Library - Gift/Donation Cost Center Net</b>	<b>\$ -</b>	<b>\$ 12,352.72</b>	<b>\$ 229,283.95</b>	<b>\$ 229,283.95</b>
<b>CIP- Library Cost Center</b>				
Total Revenues	\$ 498,265.00	\$ -	\$ 498,264.97	\$ (0.03)
Total Expenditures	\$ 498,265.00	\$ 20,623.19	\$ 197,694.58	\$ 300,570.42
<b>CIP-Library Net Change</b>	<b>\$ -</b>	<b>\$ (20,623.19)</b>	<b>\$ 300,570.39</b>	<b>\$ 300,570.39</b>

## Marathon County Public Library Bills for Approval January 2025\*

<b>Library</b>		
52131	Financial, Banking and Investment Services Unique Management Services Inc	\$ 81.55
	<b>Financial, Banking and Investment Services</b>	<b>\$ 81.55</b>
52164	Contractual Services Per Mar Security & Research Corporation	\$ 2,806.92
	<b>Contractual Services</b>	<b>\$ 2,806.92</b>
52250	Telephone, Internet and Cable Charter Communications	\$ 552.94
	<b>Telephone, Internet and Cable</b>	<b>\$ 552.94</b>
52560	Other Special Services Amazon Capital Services	\$ 3.99
	Baker & Taylor Company	\$ 796.39
	Center Point Large Print	\$ 1,076.40
	<b>Other Special Services</b>	<b>\$ 1,876.78</b>
52932	Copier Charges Marco Technologies LLC	\$ 415.00
	<b>Copier Charges</b>	<b>\$ 415.00</b>
52990	Sundry Contractual Services Baker & Taylor Company	\$ 3,387.68
	Colby Community Library	\$ 10.00
	<b>Sundry Contractual Services</b>	<b>\$ 3,397.68</b>
53130	Printing and Forms Roto Graphic Printing Inc	\$ 275.00
	<b>Printing and Forms</b>	<b>\$ 275.00</b>
53142	Software - IT Heartland Business Systems	\$ 710.82
	<b>Software - IT</b>	<b>\$ 710.82</b>
53161	Books Library Amazon Capital Services	\$ 115.30
	Baker & Taylor Company	\$ 4,015.74
	<b>Books Library</b>	<b>\$ 4,131.04</b>
53168	Audio-Visual Materials Baker & Taylor Company	\$ 784.60
	Midwest Tape LLC	\$ 55.76
	<b>Audio-Visual Materials</b>	<b>\$ 840.36</b>
53190	Office Supplies Amazon Capital Services	\$ 372.48
	<b>Office Supplies</b>	<b>\$ 372.48</b>
53221	Electronic Subscriptions Value Line Publishing LLC	\$ 4,205.00
	<b>Electronic Subscriptions</b>	<b>\$ 4,205.00</b>
53260	Advertising Wausau Pilot & Review Corp	\$ 400.00
	<b>Advertising</b>	<b>\$ 400.00</b>
53321	Personal Auto Mileage Staff	\$ 87.49
	<b>Personal Auto Mileage</b>	<b>\$ 87.49</b>

53494 Technology Supplies			
Amazon Capital Services		\$	23.98
Carahsoft Technology Corporation		\$	171.00
CDW Government Inc		\$	58.40
	<b>Technology Supplies</b>	<b>\$</b>	<b>253.38</b>
55320 Building/Offices Rent			
Mosinee, City of		\$	48.34
WI Public Service Corporation		\$	610.79
	<b>Building/Offices Rent</b>	<b>\$</b>	<b>659.13</b>
<b>Library - Gifts/Donations</b>			
52164 Contractual Services			
Tank Mates LLC		\$	733.00
	<b>Contractual Services</b>	<b>\$</b>	<b>733.00</b>
53161 Books Library			
Amazon Capital Services		\$	761.92
Baker & Taylor Company		\$	974.75
Cengage Learning Inc		\$	1,834.00
Center Point Large Print		\$	7,565.04
OverDrive Inc		\$	999.79
	<b>Books Library</b>	<b>\$</b>	<b>12,135.50</b>
53168 Audio-Visual Materials			
Midwest Tape LLC		\$	98.49
	<b>Audio-Visual Materials</b>	<b>\$</b>	<b>98.49</b>
53936 Other Supplies			
Amazon Capital Services		\$	195.41
	<b>Other Supplies</b>	<b>\$</b>	<b>195.41</b>
<b>CIP Library</b>			
53494 Technology Supplies			
AWE Learning		\$	14,350.00
	<b>Technology Supplies</b>	<b>\$</b>	<b>14,350.00</b>
<b>Grand Total</b>		<b>\$</b>	<b>48,577.97</b>

\*Current as of 2/4/25 when pulled from Workday (county system)

## Marathon County Public Library Budget vs Actual (Library cost center) for January 2025\*

Ledger Account	Amended Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library Cost Center</b>				
<b>Revenues</b>				
41110 General Property Taxes	\$ 3,681,559.00	\$ -	\$ -	\$ (3,681,559.00)
46170 Sale of Maps, Poll Lists, Copies	\$ 14,000.00	\$ 1,189.58	\$ 1,189.58	\$ (12,810.42)
46190 Other General Government Fees	\$ 27,500.00	\$ 3,145.00	\$ 3,145.00	\$ (24,355.00)
46710 Library Fees	\$ 47,000.00	\$ 2,335.97	\$ 2,335.97	\$ (44,664.03)
47393 Local Department Charges Internal Service Fund **	\$ -	\$ 46.43	\$ 46.43	\$ 46.43
48200 Rental of Buildings and Property	\$ 42,153.00	\$ 10,538.25	\$ 10,538.25	\$ (31,614.75)
48900 Other Miscellaneous Revenues	\$ -	\$ 300.29	\$ 300.29	\$ 300.29
<b>Total Revenues</b>	<b>\$ 3,812,212.00</b>	<b>\$ 17,555.52</b>	<b>\$ 17,555.52</b>	<b>\$ (3,794,656.48)</b>
<b>Personnel Expenses</b>				
51111 Salaries and Wages	\$ 2,112,655.00	\$ 98,789.86	\$ 98,789.86	\$ 2,013,865.14
51120 Overtime	\$ 4,646.00	\$ -	\$ -	\$ 4,646.00
51390 Other Special Pay	\$ -	\$ 214.78	\$ 214.78	\$ (214.78)
51510 Social Security	\$ 161,973.00	\$ 7,452.40	\$ 7,452.40	\$ 154,520.60
51520 Retirement Employers Share	\$ 134,617.00	\$ 6,295.77	\$ 6,295.77	\$ 128,321.23
51541 Dental Insurance	\$ 8,609.00	\$ 221.77	\$ 221.77	\$ 8,387.23
51550 Life Insurance	\$ 520.00	\$ 11.19	\$ 11.19	\$ 508.81
51560 Workers Compensation	\$ 1,270.00	\$ 59.37	\$ 59.37	\$ 1,210.63
51590 Other Employer Contributions	\$ 30,859.00	\$ 1,110.00	\$ 1,110.00	\$ 29,749.00
51593 Health Insurance	\$ 463,500.00	\$ 9,794.55	\$ 9,794.55	\$ 453,705.45
<b>Personnel Expenses Total</b>	<b>\$ 2,918,649.00</b>	<b>\$ 123,949.69</b>	<b>\$ 123,949.69</b>	<b>\$ 2,794,699.31</b>

## Operating Expenses

52130 Accounting and Audit Services	\$	2,500.00	\$	-	\$	-	\$	2,500.00
52131 Financial, Banking and Investment Services	\$	1,200.00	\$	81.55	\$	81.55	\$	1,118.45
52192 Other Professional Services	\$	6,500.00	\$	-	\$	-	\$	6,500.00
52250 Telephone, Internet and Cable	\$	22,300.00	\$	552.94	\$	552.94	\$	21,747.06
52420 Machinery/Equipment Maintenance Services	\$	6,500.00	\$	-	\$	-	\$	6,500.00
52140 Technology Services	\$	13,946.00	\$	-	\$	-	\$	13,946.00
52164 Contractual Services	\$	54,000.00	\$	2,806.92	\$	2,806.92	\$	51,193.08
52560 Other Special Services	\$	43,000.00	\$	1,876.78	\$	1,876.78	\$	41,123.22
52561 Reimburse County	\$	7,500.00	\$	-	\$	-	\$	7,500.00
52932 Copier Charges	\$	12,000.00	\$	415.00	\$	415.00	\$	11,585.00
52990 Sundry Contractual Services	\$	9,000.00	\$	3,397.68	\$	3,397.68	\$	5,602.32
53110 Postage and Courier	\$	1,700.00	\$	-	\$	-	\$	1,700.00
53130 Printing and Forms	\$	5,000.00	\$	275.00	\$	275.00	\$	4,725.00
53142 Software - IT	\$	9,600.00	\$	710.82	\$	710.82	\$	8,889.18
53161 Books Library	\$	274,250.00	\$	4,131.04	\$	4,131.04	\$	270,118.96
53168 Audio-Visual Materials	\$	60,000.00	\$	840.36	\$	840.36	\$	59,159.64
53169 E-Books Library	\$	35,749.00	\$	-	\$	-	\$	35,749.00
53190 Office Supplies	\$	21,000.00	\$	372.48	\$	372.48	\$	20,627.52
53220 Subscriptions	\$	18,600.00	\$	-	\$	-	\$	18,600.00
53221 Electronic Subscriptions	\$	24,650.00	\$	4,205.00	\$	4,205.00	\$	20,445.00
53240 Membership Dues	\$	125,068.00	\$	-	\$	-	\$	125,068.00
53250 Registration Fees/tuition	\$	1,200.00	\$	-	\$	-	\$	1,200.00
53260 Advertising	\$	4,000.00	\$	400.00	\$	400.00	\$	3,600.00
53321 Personal Auto Mileage	\$	1,700.00	\$	87.49	\$	87.49	\$	1,612.51
53410 Meeting Expenses	\$	2,200.00	\$	-	\$	-	\$	2,200.00

53494 Technology Supplies	\$	5,000.00	\$	253.38	\$	253.38	\$	4,746.62
53936 Other Supplies	\$	10,000.00	\$	-	\$	-	\$	10,000.00
55190 Insurance Other Premiums	\$	50,400.00	\$	-	\$	-	\$	50,400.00
55320 Building/Offices Rent	\$	65,000.00	\$	659.13	\$	659.13	\$	64,340.87
<b>Operating Expenses Total</b>	<b>\$</b>	<b>893,563.00</b>	<b>\$</b>	<b>21,065.57</b>	<b>\$</b>	<b>21,065.57</b>	<b>\$</b>	<b>872,497.43</b>
Total Expenditures	\$	3,812,212.00	\$	145,015.26	\$	145,015.26	\$	3,667,196.74
Net Change	\$	-	\$	(127,459.74)	\$	(127,459.74)	\$	(127,459.74)

\*Current as of 2/4/25 when pulled from Workday (county system).

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

Marathon County Public Library Budget vs Actual (additional cost centers) January 2025\*

	Budget	Actuals (Current Period)	Actuals (YTD)	Budget Remaining
<b>Library - Gift/Donation Cost Center</b>				
Total Revenues	\$ 180,000.00	\$ 21,500.00	\$ 21,500.00	\$ (158,500.00)
Total Expenditures	\$ 180,000.00	\$ 13,162.40	\$ 13,162.40	\$ 166,837.60
<b>Library - Gift/Donation Cost Center Net</b>	<b>\$ -</b>	<b>\$ 8,337.60</b>	<b>\$ 8,337.60</b>	<b>\$ 8,337.60</b>
<b>CIP- Library Cost Center</b>				
Total Revenues	\$ 300,000.00	\$ -	\$ -	\$ (300,000.00)
Total Expenditures	\$ 300,000.00	\$ 14,350.00	\$ 14,350.00	\$ 285,650.00
<b>CIP-Library Net Change</b>	<b>\$ -</b>	<b>\$ (14,350.00)</b>	<b>\$ (14,350.00)</b>	<b>\$ (14,350.00)</b>

\*Current as of 2/4/25 when pulled from Workday (county system).



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## TOTAL CIRCULATION STATISTICAL SUMMARY

For the month of January 2025

Branch	2024 CURRENT MONTH	2025 CURRENT MONTH	% CHANGE	2024 YEAR-to-DATE	2025 YEAR-to-DATE	% CHANGE
ATHENS	2,198	2,058	-6.37%	2,198	2,058	-6.37%
EDGAR	1,165	1,214	4.21%	1,165	1,214	4.21%
HATLEY	1,507	1,816	20.50%	1,507	1,816	20.50%
MARATHON	2,325	2,528	8.73%	2,325	2,528	8.73%
MOSINEE	2,487	2,187	-12.06%	2,487	2,187	-12.06%
ROTHSCHILD	7,789	7,700	-1.14%	7,789	7,700	-1.14%
SPENCER	1,255	951	-24.22%	1,255	951	-24.22%
STRATFORD	1,887	1,633	-13.46%	1,887	1,633	-13.46%
WAUSAU	30,990	31,681	2.23%	30,990	31,681	2.23%
WAUSAU DRIVE UP	1,909	1,614	-15.45%	1,909	1,614	-15.45%
HOMEBOUND	660	695	5.30%	660	695	5.30%
ILL	133	257	93.23%	133	257	93.23%
OVERDRIVE	18,829	19,567	3.92%	18,829	19,567	3.92%
<b>GRAND TOTAL</b>	<b>73,134</b>	<b>73,901</b>	<b>1.05%</b>	<b>73,134</b>	<b>73,901</b>	<b>1.05%</b>

## ON-SITE CIRC TO NON-RESIDENT CUSTOMERS

January 2025

	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	27	0	33	0	0	108	0	168	2,058	8.16%
EDGAR	0	0	0	0	0	4	0	4	1,214	0.33%
HATLEY	0	0	0	0	0	0	0	0	1,816	0.00%
MARATHON	0	0	1	0	0	0	0	1	2,528	0.04%
MOSINEE	0	0	0	0	0	0	2	2	2,187	0.09%
ROTHSCHILD	4	0	5	0	0	0	0	9	7,700	0.12%
SPENCER	21	0	0	0	0	0	0	21	951	2.21%
STRATFORD	0	0	0	0	0	0	7	7	1,633	0.43%
WAUSAU	11	0	227	0	0	43	16	297	31,681	0.94%
WAUSAU DRIVE UP	0	0	0	0	0	0	0	0	1,614	0.00%
MISC*									20,519	
TOTAL MCPL	63	0	266	0	0	155	25	509	73,901	0.69%
% of CIRC by COUNTY	0.09%	0.00%	0.36%	0.00%	0.00%	0.21%	0.03%			

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

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## TOTAL MONTHLY CUSTOMER COUNT

For the month of January 2025

	2024 CURRENT MONTH	2025 CURRENT MONTH	% CHANGE
<b>MARATHON COUNTY</b>			
RESIDENT ADULT	52,377	52,987	1.16%
RESIDENT CHILD	8,596	9,083	5.67%
HOMEBOUND	101	104	2.97%
STAFF	63	66	4.76%
TEMPORARY	478	502	5.02%
<b>TOTAL FOR MARATHON COUNTY</b>	<b>61,615</b>	<b>62,742</b>	<b>1.83%</b>
<b>NON-COUNTY ON SITE BORROWERS</b>			
ADULT	2,588	2,659	2.74%
CHILD	229	237	3.49%
TEMPORARY	23	32	39.13%
<b>TOTAL FOR NON-COUNTY ON SITE BORROWERS</b>	<b>2,840</b>	<b>2,928</b>	<b>3.10%</b>
<b>INTERLIBRARY LOAN</b>			
ILL	413	418	1.21%
<b>GRAND TOTAL</b>	<b>64,868</b>	<b>66,088</b>	<b>1.88%</b>



# Marathon County Public Library Director Report February 2025

## Highlights

### MCPL Continues to Serve as a Community Hub

We are proud to be a community hub in Marathon County, and we're starting off the New Year with exciting collaborations. Local 4th and 5th graders will display their artwork in the library throughout the month of February. The Art Cluster, a partnership between Wausau School District and the Woodson Art Museum, fills our Children's Room with creativity every year.



Wausau students will also have the opportunity to enter the annual Northwoods' Invasive Species Poster Contest now that our Wausau headquarters is an official poster drop-off location. Hosted by Oneida County Land and Water Conservation, this contest is open to all students in Wisconsin.

Echoing that nature theme, we have also partnered with the Wisconsin Department of Natural Resources to serve as a public comment site. The Trail Concept Plan for Rib Mountain State Park will be available for public viewing on the second floor of our Wausau headquarters through March 2nd. *-Katelyn K, Library Services Manager*

## Library Services



The Library Services team focused on team building and goal setting in January. All Marathon County employees participated in the IMAGINE staff development day on January 20th. Half of the day was dedicated to training selected by the county, and our staff spent the second half of the day participating in a Real Colors workshop led by UW-Extension staff. In addition to all-staff training, the adult and youth services teams both held meetings this month. Team members who work on web design, marketing, and event planning also met with the Library Services Manager to discuss accessibility and universal design goals for the year. Using our strategic plan as our guide, we look forward to enhancing our spaces and services in 2025.

*-Katelyn K, Library Services Manager*

## Branches

In Athens, our passport services continue to be a popular option. In January, Kitty assisted 13 customers with passport forms. Additionally, we now offer the convenient service to take pictures with the customer's phone using our white screen, for uploading a photo to renew a passport.

Stratford's first ever Puzzle Race was a big hit! Ten teams with a total of 25 people competed to complete a 500-piece puzzle in 90 minutes. Participants said it was a great time and there were many laughs shared.

In January, the Rothschild branch got a bit of a refresh. We received a new table for our patrons to work at and new chairs for our group table and our children's table. They all look great and are a welcome update for our space. Additionally, David installed new

patron and staff computers. We are also currently displaying fishbowl layered art pieces from our local elementary school students. They really brighten up a winter day!

Branch staff participated in the County/Library Staff Development Day on January 20. The branch coordinators also attended their bi-monthly meeting on January 18th.

State and Federal tax forms are available for patrons to pick up at all branch locations.

In staffing news, interviews were held for our open branch assistant position in Rothschild. We selected a candidate, and Kali, a former MCPL-Wausau employee, will start in Rothschild in mid-February. We are excited to welcome her to the team! Additionally, Laura, branch team lead, held an orientation session with Sawyer, our new floating branch assistant. She will train at the rest of our locations in January and February.

*-Laura W, Branch Team Lead*

## Library Services Statistics & Activities

### Team News & Projects

- Notary: 24 appointments
- Proctoring: 8 appointments
- Tech Time: 6 appointments
- MCPL study rooms were booked 104 times in January
- Homebound Services:
  - Items sent out: 417
  - Volunteer deliveries completed: 18
  - New (or recently returned) HB patrons: 3
  - Active HB accts at the start of the month: 91
  - Reading slips, letters, or notes received: 36
  - Working with WVLS to implement due date alerts for Homebound patrons (Jailin)
- Weeding:
  - Athens: Adult Biographies
  - Edgar: Board Books, Juvenile Fiction, Juvenile Graphic Novels, Adult DVD
  - Marathon: Juvenile Fiction, Juvenile Graphic Novels, Adult Fiction, Adult Nonfiction
  - Rothschild: Young Adult Fiction, Juvenile Nonfiction
  - Wausau: Juvenile Audiobooks, Young Adult Nonfiction, Adult Fiction
- Outreach:
  - Presented to students at the IDEA School in Weston about doing research in the library (Julie)
  - Coordinated two Family Story Times with the Rib Mountain State Park for Saturday, June 7th over their Fun Free Weekend (Rose)
  - Coordinated the Art Cluster display with the Leigh Yawkey Woodson Art Museum for 2025 (Rose)
- Ongoing projects:
  - Central Wisconsin Book Festival (Margaret)
    - Attended the Community Foundation 101 Workshop on Jan 23 to learn about their grant process
    - Met with the book festival committee to discuss potential authors and venues
  - Collection maintenance (Kate, Murray)

- Materials budgets finalized for 2025
  - Met with an OverDrive representative to explore the Kanopy streaming service
  - Created adult reading lists in Aspen (Kate, Jailin, Jordan)
  - Compiled magazine usage statistics at branch locations (Kate)
- Graphic and web design (Ben)
  - Met with Support Services Manager to discuss bookmark design
  - Continued refining internal event form processes
  - Reviewed web page usage data from 2024 and completed scheduled updates for 2025
- Library history digitization project (Julie)
  - Met with Andi Coffin from WiLs on Jan 15 about uploading content to the Central Wisconsin Digitization Project
- Lost & Found management (Kathy)
- Marketing and social media (Robyn)
  - Interviewed by WXCO Radio on Jan 28 to discuss upcoming library programs
  - Collaborated with the Wausau Pilot & Review on Romantic Reads promotion
  - Set up bi-weekly radio spot with 100.5 WAVE
- Obituary indexing (Jailin, Jordan, Julie, Kathy)
  - Met with Library Services Manager on Jan 29 to present a proposal for integrating more genealogy information into Aspen (Jailin, Julie)
- Policy & procedure edits (Kate, Rose, Olivia)
- Programming
  - The Adult Winter Reading Challenge kicked off in Jan with a very popular Mock Tales & Silent Reading event (Julie, Olivia)
  - 2024 Program statistics for all nine MCPL locations were gathered for the annual WI DPI report (Margaret)
  - Met with BriAnna from the Boys & Girls Club to discuss volunteer opportunities for teens (Julie)
  - Planning for Summer Library Program for children and teens continues (Tara, Rose, Olivia, Ben, Robyn, Margaret)
  - 100 Books Before Graduation revamp continues (Olivia)
- Reference skills orientation update (Julie)
- Universal design implementation
  - The team researched universal design practices and principles
  - Met with Library Services Manager to discuss copyright documentation and online accessibility (Ben, Margaret, Robyn)
  - Attended the monthly WVLS/LibrariesWIN meeting of the Accessibility/ADA Workgroup (Ben)

## Events and Programs

### Youth Events

#### Story Times:

- January 6: Family Story Time—50
- January 8: Play & Learn Story Time—59
- January 13: Family Story Time—44
- January 15: Play & Learn Story Time—70
- January 22: Play & Learn Story Time—37
- January 27: Family Story Time—37
- January 29: Play & Learn Story Time—60

#### Other Programs:

- January 4: DIY Neon Signs—38
- January 14: Pokémon Club—39

- January 16: LEGO Block Party—22
- January 31: Newman Catholic School Visit—46
- January 1-31: Children’s Room Scavenger Hunt—103
- **Number of January Youth Services programs – 12**
- **Total attendance for January Youth Services programs – 612**

### Adults/All Ages Events

- January 7: Affirmation Jars—1
- January 7: Cribbage Meetup—0
- January 8: Fiber Artists Meetup—0
- January 9: Mock Tales Adult Reading Challenge Kickoff—35
- January 13: Genealogy Meetup—10
- January 14: Cribbage Meetup—0
- January 14: End of Life Planning—0
- January 15: Fiber Artists Meetup—1
- January 16: Parallel Worknights—0
- January 18: Gather Your Party—10
- January 21: Adaptive Communities—9
- January 21: Cribbage Meetup—0
- January 22: Fiber Artists Meetup—1
- January 29: Fiber Artists Meetup—0
- **Number of January programs and activities – 14**
- **Total attendance/participation for January programs – 67**

### Media Summary

#### Social Media Statistics:

- Facebook (MCPL): 5,480 followers (+69)
  - Unfollows (-18)
- Twitter: 1,194 followers (-17)
- Pinterest: 964 followers (+1)
- Goodreads: 354 friends (+4); 1,500 reviews (+0)
- Instagram: 1,183 followers (+7)
- YouTube: 522 subscribers (+0)

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

- January 8 – Mock-Tales
- January 15 – Parallel Worknights
- January 22 – Winter Reading Program
- January 29 – Teen Beaded Wall Art

#### WXCO 1230 AM, 98.9 FM

- January 28 - Robyn Vargas of the Marathon County Public Library. Derrick Van Orden embarrasses himself again. <https://civicmedia.us/shows/chad-holmes-show/2025/01/28/robyn-vargas-of-the-marathon-county-public-library-derrick-van-orden-embarrasses-himself-again>

#### City Pages

- January 2 – Big Guide – Ongoing: MCPL Learn How to Play Cribbage-WA, Winter Reading Program-WA, Fiber Artists Meetup-WA; Events: Homemade Journals and Notebooks-MO, DIY Affirmation Jar Craft-WA, MockTales at the Library-WA, MA Book Club, ED Book Club, HA Book Club, Cribbage-SP, AT Book Club, Speed Puzzle Competition-ST, ST Book Club, MO Book Club, RO Book Club; Lectures/Workshops: Genealogy Basics-WA, Social Security Basics-MO; Kids/Teens:



- Winter Trail Tales, LEGO Block Party-RO, Teen DIY Neon Signs-WA, Family Story Time-WA, ED, ST, MO, RO, MA, WA, HA, AT, ED, RO, WA, HA; Winter Wigglers-MO, Play & Learn-WA, Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO, Family Game Night-ED, LEGO Block Party-WA, Snowflake Craft Day-MA, For the Birds-MA; Lifelines: End-of-Life Planning
- January 9 – Kids Corner: Winter Trail Tales, Play & Learn-WA, Family Story Time-WA, MA, ST, HA, AT, ED, RO; Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO, Family Game Night-ED, LEGO Block Party-WA, Snowflake Craft Day-MA, For the Birds-ST; Highlights: Mock-Tales-WA; Big Guide: Ongoing: MCPL Learn How to Play Cribbage-WA, Winter Reading Program-WA, Fiber Artists Meetup-WA; Events: Homemade Journals-MO, MockTales-WA, MA Book Club, ED Book Club, HA Book Club, Cribbage-SP, AT Book Club, Speed Puzzle Competition-ST, ST Book Club, Parallel Worknights-WA, Friends of MCPL members only book sale-WA, Gather Your Party-WA, MO Book Club, RO Book Club; Lectures/Workshops: Genealogy Basics-WA, Social Security Basics-MO; Kids/Teens: Family Story Time-WA, ST, MA, HA, AT, ED, RO; Play & Learn-WA, Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO, Family Game Night-ED, LEGO Block Party-WA, Snowflake Craft Day-MA, For the Birds-ST; Lifelines: End-of-Life Planning
  - January 16 - Big Guide: Ongoing: MCPL Learn How to Play Cribbage-WA, Winter Reading Program-WA, Fiber Artists Meetup-WA; Events: Speed Puzzle Competition-ST, Parallel Worknights-WA; Friends Members Only Sale-WA, Gather Your Party-WA, MO Book Club, Fiber Artists Meetup-ED, No-Sew Gnome Craft-RO, Puzzle Swap-ST, RO Book Club; Kids/Teens: Winter Trail Tales, Play & Learn-WA, Family Story Time-ST, MA, AT, ED, RO, WA, HA; LEGO Block Party-WA, Snowflake Craft Day-MA, For the Birds-ST; Lifelines: Long-Term Care 101-ST
  - January 23 – Big Guide: Ongoing: MCPL Learn How to Play Cribbage-WA, Winter Reading Program-WA, Fiber Artists Meetup-WA; Events: MO Book Club, Fiber Artists Meetup-ED, No-Sew Gnome Craft-RO, Puzzle Swap-ST, RO Book Club, MA Book Club, ED Book Club, HA Book Club, AT Book Club, SP Book Club, MO Book Club; Lectures/Workshops: Twiddlemuff Creation-WA; Arts/Exhibits: Art Cluster-WA; Kids/Teens: Winter Trail Tales, Play & Learn-WA, Family Story Time-ST, MA, AT, WA, HA, ED, AT, MO, ST, WA, MA, HA; Snowflake Craft Day-MA, Play & Learn For the Birds-ST, LEGO Block Party-RO, Beaded Wall Art-WA, Hedgehog Craft Week-MO, Tales for Tots-WA, Snowplow Story Time-RO, Dungeons & Dragons Battle Royale-WA, LEGO Block Party-ED, Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO
  - January 30 – Big Guide: Ongoing: MCPL Learn How to Play Cribbage-WA, Winter Reading Program-WA, Fiber Artists Meetup-WA; Events: Puzzle Swap-ST, Friends of MCPL Book Sale-WA, Speed Puzzle Competition-ST, Love Song Sing-along-ED, MA Book Club, ED Book Club, HA Book Club, Cribbage-SP, AT Book Club, SP Book Club, MO Book Club, ST Book Club, RO Book Club; Lectures/Workshops: Twiddlemuff Creation-WA, Genealogy Meetup-WA; Arts/Exhibits: Art Cluster-WA; Kids/Teens: Winter Trail Tales, Play & Learn-WA, Family Story Time-MA, ED, AT, MO, ST, WA, MA, HA, SP, ED, RO, HA; Beaded Wall Art-WA, Hedgehog Craft Week-MO, Tales for Tots-WA, Snowplow Story Time-RO, Dungeons & Dragons Battle Royale-WA, LEGO Block Party-ED, Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO, Celebrate Our Presidents-ED, Towering Tots Story Time-MO, Family Game Night-ED, LEGO Block Party-WA, Read to a Therapy Dog-RO, Play & Learn: Fun with Play-Doh-ST; Lifelines; Understanding Medicare-MO

#### Hub City Times

- January 6 – MCPL Spencer Branch to hold monthly cribbage games - <https://www.hubcitytimes.com/stories/mcpl-spencer-branch-to-hold-monthly-cribbage-games,227426>
- January 20 – Feb. story time dates set at Marathon County Public Library: <https://hubcitytimes.com/stories/feb-story-time-dates-set-at-marathon-county-public-library,229102>
- January 20 – MCPL Book Clubs Feb 2025: <https://www.hubcitytimes.com/stories/mcpl-book-clubs-feb-2025,229100>

## Mosinee Times

- January 2 – January Youth Events: Winter Trail Tales, Winter Wiggles-MO, Mini Makers-MO, Pokemon Club-WA, Mini Makers-RO, Family Game Night-ED; Winter Reading Program for Adults-WA
- January 9 –January Youth Events: Winter Trail Tales, LEGO Block Party-WA, Snowflake Craft Day-MA, For the Birds-ST; Story Times; Navigating Social Security Benefits
- January 16 – Family Story Time dates at all locations; Winter Reading Program for Adults-WA
- January 30 – MCPL Mosinee to offer free class on understanding Medicare benefits

## Record Review

- January 1 – People – Athens: Family Story Time, Book Club; Edgar: Book Club, Family Story Time, Family Game Night; Marathon City: Family Story Time, Book Club, Snowflake Craft Day; Stratford: Family Story Time, Book Club, For the Birds; Marathon County: Trail Tales
- January 8 – People – Athens: Book Club; Edgar: Book Club, Family Story Time, Family Game Night; Marathon City: Family Story Time, Book Club, Snowflake Craft Day; Stratford: Puzzle Competition, Family Story Time, Book Club, For the Birds; Marathon County: Winter Trail Tales
- January 15 –People – Athens: Family Story Time; Edgar: Fiber Artists Meetup, Family Story Time, Family Game Night; Marathon City: Family Story Time, Snowflake Craft Day; Stratford: Longterm Care 101, Puzzle Competition, Puzzle Exchange, Family Story Time, For the birds; Marathon County: Trail Tales
- January 22 – People – Athens: Family Story Time, Book Club; Edgar: Fiber Artists Meetup, Book club, Family Story Time; Marathon City: Book Club, Family Story Time, Snowflake Craft Day; Stratford: Longterm Care 101, Book Club, Puzzle exchange, Family Story Time, For the birds
- January 29 – People – Athens: Family Story Time, Book Club; Edgar: LEGO Block Party, Book club, Love song sing-along, Family Story Time; Marathon City: Book Club, Family Story Time; Stratford: Family Story Time, Fun with Play Doh, Book Club, Speed puzzling competition

## Wausau Pilot & Review

- January 8 – Spark your love of reading with us: Romantic Reads launches this week: <https://wausapilotandreview.com/2025/01/08/spark-your-love-of-reading-with-us-romantic-reads-launches-this-week/>
- January 11 – Marathon County Public Library programs, adults: <https://wausapilotandreview.com/2025/01/11/marathon-county-public-library-programs-adults-28/>
- January 16 – Marathon County Public Library book clubs February: <https://wausapilotandreview.com/2025/01/16/marathon-county-public-library-book-clubs-february-5/>
- January 18 – Romantic Reads: This week’s picks from the Marathon County Public Library: <https://wausapilotandreview.com/2025/01/18/romantic-reads-this-weeks-picks-from-the-marathon-county-public-library/>
- January 19 – Marathon County Public Library youth programs: <https://wausapilotandreview.com/2025/01/19/marathon-county-public-library-youth-programs-6/>
- January 22 – Art Cluster exhibit at MCPL Wausau to showcase student artists: <https://wausapilotandreview.com/2025/01/22/art-cluster-exhibit-at-mcpl-wausau-to-showcase-student-artists/>
- January 25 – Marathon County Public Library programs, adults: <https://wausapilotandreview.com/2025/01/25/marathon-county-public-library-programs-adults-29/>
- January 25 - Romantic Reads: This week’s book picks from the Marathon County Public Library: <https://wausapilotandreview.com/2025/01/25/romantic-reads-this-weeks-book-picks-from-the-marathon-county-public-library/>

## Wausau Times/Buyers Guide

- January 8 – Tabletop roleplaying games social hour at MCPL Wausau:  
<https://wausautimes.com/stories/tabletop-roleplaying-games-social-hour-at-mcpl-wausau,227887>
- January 29 – Friends of MCPL Book Sale February 5-8; Events: Mosinee Book Club, Fiber Artists Meetup-ED, No-Sew Gnome Craft-RO, Puzzle Swap-ST

## Materials

### Youth

January '25	2025 Annual Budget	Rollover from 2024	Total w/carryover	Free Balance	Spent as of 1-31-25	% Spent
Juvenile Audiobooks	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00	0.00%
Juvenile CDs	\$300.00	\$23.38	\$323.38	\$323.38	\$0.00	0.00%
Juvenile DVDs	\$7,500.00	\$0.00	\$7,500.00	\$7,500.00	\$0.00	0.00%
Juvenile Video Games	\$2,350.00	\$0.00	\$2,350.00	\$2,350.00	\$0.00	0.00%
Young Adult Audio Books	\$1,800.00	\$0.00	\$1,800.00	\$1,800.00	\$0.00	0.00%
<b>Youth AV Subtotal</b>	<b>\$21,950.00</b>	<b>\$23.38</b>	<b>\$21,973.38</b>	<b>\$21,973.38</b>	<b>\$0.00</b>	<b>0.00%</b>
Juvenile Fiction	\$26,000.00	\$1,390.25	\$27,390.25	\$25,299.52	\$2,090.73	7.63%
Juvenile NonFiction	\$26,000.00	\$1,913.82	\$27,913.82	\$25,911.72	\$2,002.10	7.17%
Juvenile Picture Books	\$30,000.00	\$1,967.84	\$31,967.84	\$32,005.66	-\$37.82	-0.12%
Juvenile Spanish	\$1,500.00	\$229.12	\$1,729.12	\$1,729.12	\$0.00	0.00%
Juvenile Standing Order	\$7,500.00	\$0.00	\$7,500.00	\$7,457.64	\$42.36	0.56%
Young Adult Fiction	\$12,200.00	\$725.98	\$12,925.98	\$11,651.60	\$1,274.38	9.86%
Young Adult Graphic Novels	\$3,700.00	\$162.95	\$3,862.95	\$3,478.63	\$384.32	9.95%
Young Adult NonFiction	\$3,400.00	\$259.14	\$3,659.14	\$3,804.55	\$281.56	7.69%
Juvenile e-books	\$2,000.00	\$0.00	\$2,000.00	\$2,000.00	\$0.00	0.00%
<b>Youth Print Subtotal</b>	<b>\$112,300.00</b>	<b>\$6,649.10</b>	<b>\$118,949.10</b>	<b>\$112,911.51</b>	<b>\$6,037.59</b>	<b>5.08%</b>
<b>Youth Services TOTAL</b>	<b>\$134,250.00</b>	<b>\$66,672.48</b>	<b>\$140,922.48</b>	<b>\$134,884.89</b>	<b>\$6,037.59</b>	<b>4.28%</b>

Adult

	2025 Annual Budget	Rollover from 2024	Total w/carryover	Monthly Allotment	Free Balance	Spent YTD	% Spent
<b>Adult Audiobooks</b>	\$10,500.00	\$625.43	\$11,125.43	\$954.55	\$9,377.36	\$1,748.07	16.65%
<b>Adult Music CD</b>	\$4,500.00	\$47.67	\$4,547.67	\$409.09	\$4,058.39	\$489.28	10.87%
<b>Adult DVD</b>	\$17,500.00	\$641.21	\$18,141.21	\$1,590.91	\$15,627.44	\$2,513.77	14.36%
<b>Adult Video Games</b>	\$1,550.00	\$34.99	\$1,584.99	\$140.91	\$1,375.02	\$209.97	13.55%
<b>Adult AV Subtotal</b>	<b>\$34,050.00</b>	<b>\$1,349.30</b>	<b>\$35,399.30</b>	<b>\$3,095.45</b>	<b>\$30,438.21</b>	<b>\$3,611.79</b>	<b>10.61%</b>
<b>Adult Paperbacks</b>	\$2,000.00	\$63.38	\$2,063.38	\$181.82	\$2,000.00	\$63.38	3.17%
<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	\$1,668.02	\$48,668.02	\$4,272.73	\$41,092.45	\$7,575.57	16.12%
<b>Adult LT Fiction</b>	\$7,500.00	\$34.99	\$7,534.99	\$681.82	\$5,683.71	\$1,851.28	24.68%
<b>***Adult LT S.O.</b>	\$5,500.00	\$0.00	\$5,500.00	\$500.00	\$5,422.33	\$77.67	1.41%
<b>Adult Non-fiction</b>	\$71,000.00	\$1,089.47	\$72,089.47	\$6,454.55	\$67,279.04	\$4,810.43	6.78%
<b>Adult Non-fiction S.O.</b>	\$2,000.00	\$0.00	\$2,000.00	N/A	\$2,000.00	\$0.00	0.00%
<b>Adult Biographies</b>	\$11,000.00	\$184.20	\$11,184.20	\$1,000.00	\$9,664.13	\$1,520.07	13.82%
<b>Adult Spanish</b>	\$500.00	\$0.00	\$500.00	\$45.45	\$500.00	\$0.00	0.00%
<b>Adult Hmong</b>	\$750.00	\$0.00	\$750.00	\$68.18	\$720.02	\$29.98	4.00%
<b>Overdrive - ebooks</b>	\$18,250.00	\$0.00	\$18,250.00	\$1,659.09	\$17,453.11	\$796.89	4.37%
<b>Adult Print Subtotal</b>	<b>\$165,950.00</b>	<b>\$3,040.06</b>	<b>\$168,990.06</b>	<b>\$15,086.36</b>	<b>\$152,264.79</b>	<b>\$16,725.27</b>	<b>10.08%</b>
<b>Adult Services TOTAL</b>	<b>\$200,000.00</b>	<b>\$4,389.36</b>	<b>\$204,389.36</b>	<b>\$18,181.82</b>	<b>\$182,703.00</b>	<b>\$20,337.06</b>	<b>10.17%</b>

## Support Services Statistics & Activities

### Circulation Team

- New library card applications processed by the Circulation Team: 237
- Accounts linked: 69
- **Checkout total for Wausau First Floor: 31,681**
- Ashley H processed **257 Interlibrary Loan** items
- January Passports News:

- The MCPL Passport team accepted a total of **63 passport applications** at \$35.00 each, and **81 photos** were taken at \$10.00 each for a total of **\$3,015.00** recorded. We also assisted with 19 renewal applications.
  - 46 Adult Passport Books
  - 17 Minor Passport Books
  - 5 Adult Passport Cards (All 5 were attached to book applications)
  - 1 Minor Passport Card (attached to book application)
- Ashley H:
  - 1-7 filled in at RO 3-7 pm.
  - 1-7 November missing list
  - 1-9 trained Sawyer on ILL
  - 1-14 withdrew adult fiction
  - 1-16 adult biography switchovers
  - 1-30 helped with pull list
  - Discs cleaned for Workroom: 14
  - Discs tested for Workroom: 4
  - Conducted additional ILL work beyond traditional circulations (78 requests received and processed):
    - Too new: 2
    - Email inquiries/renewals: 7/1
    - Phone inquiries/renewals: 4/2
    - V-Cat items: 4
    - Unfilled: 3
    - Hold pickup phone calls: 5
    - Invoices sent for MCPL ILL: 1
    - Microfilm request: 3
    - Emails to Wausau West for ILL pickup: 2
    - MCPL items courtesy returned to us: 6
- Ying X:
  - Circulation desk duties
  - Started drive-up shift once a week
  - Pull lists
  - Switchovers: Holidays AV and book to storage
  - Find missing materials
  - Relabeling
- Maggie B:
  - Ordered supplies for the team.
  - Continued to assist with the Homebound program.
  - Helped the Page team by emptying bins, sorting carts, and doing transits.
  - Had regular shifts at the drive-up and is continuing to help out on projects downstairs.
  - Juvenile to Adult account switch-overs.
  - Unlinked accounts as juveniles turned 16.
  - Processed new videogames.
  - Worked on card apps for upcoming school visits.
  - Learned how to use large disc cleaner downstairs.
- Erin Q:
  - Young adult fiction switchovers.
  - 13 billed items, 9 paid for.

- 4 NDL's sent
- Started draft for updated Damages packet.
- Damages orientation with Sawyer.
- Seasonal storage switchovers.
- Summer D&D planning with Olivia B. and Jailin P.
- Helped cover at the Drive-Thru.
- Mai Yia L:
  - Completed the missing in transit list.
  - Had regular shifts at the drive-up and worked on projects downstairs.
  - Library card application double checks.
  - Continued inventory in adult large print and adult non-fiction.
  - Trained new employee Sawyer about newspapers and magazines.
  - Worked on new adult fiction and non-fiction switchovers.
- Mollie P:
  - Assisted the page team by emptying return bins and sorting carts to be shelved.
  - Assisted with pull lists.
  - Weeding.
  - Adult non-fiction switchovers.
  - Inventoried in juvenile fiction.
  - Worked on an Udemy course.
  - Sorted Valentine's items for the branches.
  - Worked on holiday items being returned for storage at Wausau.
  - Worked on card apps for upcoming school visits.
- Ollie C:
  - Created switchover, clean-up, location code, and missing in inventory lists throughout the month for Circ team to work on.
  - Completed on 2025 Annual Passport Certification packet.
  - Switched seasonal items back to storage.
  - Sent out Valentine's items to branches.
  - Completed WVLS billing list.
  - Worked on an issue with MCPL items being set to "Claims Returned".
  - Trained new employee Sawyer on circulation procedure and Sierra.
  - Worked on WVLS Missing in Transit list.
  - Worked on card apps for upcoming school visits.
- Over the course of the month **one** patron was banned for different lengths of time due to policy violations.

## Support Services Team

- Kayla K sends out Missing/Missing in Inventory reports on a monthly, quarterly and annual basis for staff searching. In January, she sent reports for November 2024, July-September (Q3) 2024, and all of 2023. It has been our experience, that the longer an item has been missing, the less likely it will be found. Missing/Missing in Inventory items are marked for deletion after 2 full years (i.e., 2023 items will be deleted at the end of 2025).
- Support Services Team gave an orientation tour to the new Branch Library Assistant, Sawyer S on 1/7.
- Team Leads met with Leah 1/8.
- Several small relabeling projects were completed, all with the goal of making their collections easier for patrons to use and staff to manage:

- Juvenile Book w/CD collection. Murray J of Collection Development had asked that they be relabeled to facilitate intershelfing within their appropriate collection (Picture book, Nonfiction, Easy Reader, etc.) rather than shelving them in their own section. This frees up space for other collections and gives Books w/CD more exposure to patrons who are not seeking them out, but will happily check out a book they like (which happens to have a CD).
- Wonderbooks. The Wonderbook is a brand of “Read-along book”. It features a small, dedicated audiobook player permanently attached to the book’s cover. Recently, the library added a competing brand of “Read-along” (VOX books). Spine labels were edited to reflect the product type “READA” rather than the brand “WONDER” to allow them to be shelved together.
- Branch Adult Graphic Novels. Unlike at Wausau, the branches do not have a separate section for adult graphic novels; they are intershelved in adult nonfiction. “GN” was added to the beginning of the call number to: 1. Help patrons and staff identify them. 2. Help with inventory. 3. Provide consistency with Wausau’s graphic novel collection.
- Dawn L reported that the 2024 library materials budget was completed and the 2025 budget was opened in Sierra on 1/17.
- With the changes to B&T accounts over the last few months, it was necessary to update internal documentation which shows Selectors and Support Services staff the correct account/collection/fund/cart name to use when ordering. James B updated the documents.
- Team members participated in Marathon County’s Imagine 2025 Staff Enrichment Day on 1/20.
- The Edifact & Midwest Tape project is progressing. Similarly to B&T, Midwest Tape uses 960 & 961 fields and subfields in MARC records to hold order information – material type, order date, price, quantity, vendor ID, fund codes, ISBN/product ID. A cart of orders is downloaded from Midwest into Sierra, and the contents of the 960/961 fields populates the order records (thus encumbering the funds). James, Dawn, Chris, and the WVLS staff did a great deal of communicating back and forth with Midwest Tape to ensure that the data maps to the correct fields in the Sierra order records. Next up: we wait for Midwest Tape to complete setup on their end.
- James & Kayla covered the Circulation desk during their Team meeting on 1/21.
- **Circulation total for Wausau Drive Up: 1,614.**

## Page Team

- Haley and Lynelle worked on inventory throughout the month.
- Throughout the month of January the **Page Team shelved 28,552 items**. Of those items 13,054 were juvenile items. They handled an additional 3,840 more items for holds or transits to home libraries.

## Information Technology

- Public Computer Deployment Update:
  - On January 13<sup>th</sup>, our firewalls were reconfigured to allow network traffic from the branches to the WVLS Pharos and DeepFreeze servers. This allows us to continue our new computer deployment.
  - Deep Freeze has been updated to its latest version on our public computers.
  - 5 New Public computers have been installed at Rothschild.
  - 3 New Staff computers have been installed in Rothschild.

- 4 new educational AWE learning computers have been installed in the Children’s department.
- Configuration of new Wausau desk staff and branch staff computers continues.
- 2 New 85 Inch 4k Smart TV’s have been installed in the Community Room and Story Room. The smaller TV’s that were previously in these rooms have been moved to our 2 larger meeting rooms to better serve the needs of our patrons.
- We were able to work with the Wausau School District to fix a security issue that was preventing the Chromebooks that are issued to students from connecting to our guest WiFi
- Ongoing Projects:
  - Update to Fiber at Branches:
    - Athens
    - Edgar
    - Marathon City
    - Mosinee
    - Spencer
    - Stratford
  - Creating technology tutorials for staff.
- Prospective Projects:
  - Upgrade door counter systems to PoE camera counters.
  - Plan a deployment date for Windows 11 on remaining staff computers.
  - Investigate moving library to Office 365 licensing instead of the current Office 2013 in use.
  - Investigate replacing our security gates at the Wausau location.
  - Investigate VoIP options for our phones at the branches. (TDS VoIP)

## Branch Statistics & Activities

### Athens Monthly Report

#### Events and Programs

- The January Book Club pick was *The Storm We Made* by Vanessa Chan. Seven people participated in a thoughtful discussion. The February selection will be *Wandering Stars* by Tommy Orange and will be held on February 11, 2025 at 2:00.
- Weekly Family Story time resumed on Wednesday, January 15. Twenty-seven children and eight adults attended two story times during the month of January. Frigid temperatures kept our littles safe in their homes and daycares on January 15.
- Mini makers is a process art craft held the first week of the month. Children can use their imagination to create any artwork they wish with the supplies on the crafting table; 9 children took part in this craft.
- There were 12 class visits through the month of January, one with a reading presentation.
- Our first bi-weekly craft of January was “Chenille snowflakes” using chenille sticks and pony beads; 11 children participated. The second bi-weekly craft was “Pinecone snow owl.” Children were given a pinecone, felt, wool, and googly eyes to create their own snow owl; 20 owls went to loving homes.
- We have been holding a passive library snowman scavenger hunt throughout the month of January. Seventeen children have enjoyed searching for 15 hidden snowmen throughout the library to find letters to break the code.



## Circulation Statistics

- January circulation totaled 2,058 items. This is a 6.37% decrease from January 2024. In 2025 year-to-date, Athens has circulated 2,058 items. This is a 6.37% decrease from 2024.

## Library News

- Passport Photo Service has taken 16 photos in January. Kitty has assisted 13 customers with passport forms.
- We now offer to take pictures with the patron's phone using our white screen backdrop, making it more convenient for patrons to upload their photo for passport renewal.

## Facilities

- The after-hours book drop cover is being created.

## Edgar Monthly Report

### Events and Programs

- Book club discussed the book *The Great Alone* by Kristin Hannah on the 14th with 7 in attendance. A great discussion was had, spurred on by one of our patrons having lived in Alaska for much of her life.
- Story time was held on the 7th with 2 people in attendance and on the 21st with 0 in attendance.
- Family Game Night was a hit on the 15th with 7 people participating.
- Hannah visited Wildcat Early Learning Center for story time on the 7th with 6 in attendance.
- On the 27th Fiber Arts Meetup had 2 patrons who plan to come next month as well.
- A seasonal passive display "Smitten with reading" had 8 participants.
- 'Community' Puzzle is still ongoing; patrons are enjoying working on it.

## Circulation Statistics

- The circulation statistics for the month of January were 1,214 items checked out. This is a 4.21% increase from the same month last year. A total of 1,214 items have been checked out so far this year. This is a 4.21% increase from 2024.
- There were 0 curbside pickups for the month.

## Library News

- Allycia and Hannah attended Staff Day on the 20th
- Hannah attended the Coordinator Meeting on the 17th virtually.
- Sawyer shadowed at Edgar on the 29th

## Facilities Updates

- Our new resident plants have done well, sprouting a brand new leaf in the past few days!

## Hatley Monthly Report

### Events and Programs

- Jenna led 2 story times in January. On January 14th 7 individuals attended a music themed story time. Several books about music were read, the children were able to roll a dice with songs on each side to choose which song they would sing, and coloring sheets were provided. On January 28th 6 individuals attended a creativity themed story time where books on creativity were read, the song dice was used, and coloring sheets were provided.
- Book club met on January 14th to discuss *The Horse Whisperer* by Nicholas Evans. Ten individuals attended. Next month book club will meet on February 11th to discuss the book *Hidden Figures* by Margot Lee Shetterly.

## Circulation Statistics

- In January, Hatley circulated 1,816 items. This is a 20.05% increase from last year. In 2025, Hatley has circulated 1,816 items. This is a 20.50% increase from 2024.

## Library News

- A new display went up in the adult section of the library. "Looking forward to warmer weather" is the theme and books about summer are on display.

- State and Federal tax forms are available for patrons to pick up.
- Darla from the Friends of the Library tabled on January 16th to recruit new members. She will be back to table again in late February.
- Megan attended the Branch Coordinator meeting on January 17th.
- Megan attended the County Imagine Day and Staff Development Day on January 20th.
- Staff have begun to work on inventory for 2025.

#### Facilities Updates

- The train track suspended from the ceiling in the children's section was removed.

## Marathon City Monthly Report

### Events and Programs

- Book Club: Lisa M. and 9 patrons had a lively, thoughtful discussion of the book *Hello Beautiful* by Ann Napolitano. 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, February 10th with a discussion of the book, *The Woman They Could Not Silence* by Kate Moore.
- Story Time: Our 30 minute family story time programs are held on Thursday mornings at 10:30 am. We held 4 family story time events with themes that focused on hot chocolate, snowflakes, snowmen, and mittens. We listened to stories, sang songs and made simple crafts with 57 children and caregivers attending these four events.
- The St. Mary's 4k class came for their monthly visit. Twenty- two students and two adults walked down to the library for a quick story time and book check out with their own library cards.
- On January 24, we offered a Snowflake craft event. Unfortunately, this event wasn't as well attended as we had hoped with only 6 children participating.
- Tax forms came in this month. The library continues to be a great resource for folks as they complete their tax forms each year.
- In February, our monthly book club, weekly family story time and St. Mary's 4k story time will be held as usual. On February 20 we will hold a special story time featuring a guest reader from the Grand Theater. The story time will showcase the books *Goodnight Moon* and *Runaway Bunny* Margaret Wise Brown.

### Circulation Statistics

- Marathon circulated 2,528 items during the month of January, which is an 8.73% increase from this time last year. So far in 2025, Marathon has circulated 2,528 items. This is an 8.73% increase over last year.

### Library News

- Marathon City staff participated in the County/Library Staff Development Day on January 20.
- Lisa H. attended the coordinators' meeting on January 17.

### Facilities Updates

- None at this time.

## Mosinee Monthly Report

### Events and Programs

- Our homemade journal and notebook program was an outstanding success the first two weeks in January with 63 enthusiastic participants. Special thanks to WVLS and their amazing binding machine!
- Our Winter Wigglers indoor obstacle course on the second floor of the library was also a hit, with 27 energetic participants, including several patrons who traveled from afar to check it out!
- Head Start outreach on the 8th featured books and songs all about bunnies in preparation for our February Bunny Fest program, and had 20 participants.
- Shortly after, Family Story Time on the 8th had 13 children and adults who also really enjoyed the bunny themed story time and craft.
- Our presentation from the ADRC about Social Security benefits had 7 participants on the 14th who were all really thankful for the presentation and are looking forward to coming again.

- We also hosted the Friends of the Library on the 14th but unfortunately the snow deterred people, so we will be trying again with an outreach table in February.
- Also on the 14th, we had 2 patrons come to our winter themed Mini Makers event, where they made creative winter collages.
- Adult Book Club brought in 10 patrons this month, including another wonderful new member.
- Passive Programs: In January we asked what our patrons' dreams were, in honor of Martin Luther King Jr., and had 8 participants. We also held a very popular penguin scavenger hunt that had a total of 34 patrons participate.
- Upcoming Programs: The following programs will continue into February: Family Story Time on the first Wednesday of the month, our Mini Makers Process Art program on the second Tuesday of the month, and Adult Book Club. We'll also startup another series of Read to a Therapy Dog, have a hedgehog craft week, host another ADRC presentation about Medicare, and run a Towering Tots story time centered about building and will include open play time for some STEM fun. Lastly, we will be hosting our exciting Bunny Fest program on Tuesday the 18th from 5:30-6:30. Patrons can come and learn about proper rabbit care and what it's like to have them in your home, as well as ask any questions regarding rabbit diet, care, or bonding. Patrons will also have the chance to meet current rabbits up for adoption at the Marathon County Humane Society and learn all about the work they do! Sarah is excitedly preparing for this event by making rabbit themed decorations and the slideshow, along with rabbit themed buttons using the wonderfully available button maker kit from IFLS, and there will be a plethora of educational resources, bunny themed books, stickers, bookmarks, take home crafts, and more!

#### Circulation Statistics

- Mosinee circulated 2,187 items in January 2025. This is a 12.06% decrease. Mosinee has circulated 2,187 items in 2025. This is a 12.06% decrease.

#### Library News

- Displays in January included craft books for National Hobby Month, travel based fiction books for a free winter getaway, and a "New Year, New Items" display for all ages.
- Sawyer had her orientation day at the Mosinee Branch on the 27th and we are so excited for her to join our team!
- Special thanks to Wanda for coverage this month in Mosinee!

#### Facilities Updates

- Per Mar Security did an annual inspection of our system on the 30th and found everything to be in working order.

## Rothschild Monthly Report

#### Events and Programs

- We held two family story times in January for 35 people. Next month, we will have two special story times – a snow plow story time with a visiting village snow plow and a guest reader from the Grand Theater.
- Book club met in January to discuss *Good Night, Irene* by Luis Alberto Urrea with 10 people attending. We will meet again in February to discuss *Tomorrow, and Tomorrow, and Tomorrow* by Gabrielle Zevin.
- We had 2 recurring events in January – 15 people joined us for Lego Block Party and 2 people joined us for our preschool focused Mini-Makers program. We also hosted an adult craft night with no-sew gnomes, but did not have any participants due to winter weather.
- In January, we had various book displays around the library - "Winter Reads," "Amazing Places – Real and Imaginary," "Travel Without Leaving Home," and "Snow Many Books, So Little Time."
- Members of the Friends of the Library group staffed a table in Rothschild to spread awareness and recruit new members.

#### Circulation Statistics

- In January, Rothschild circulated 7,700. This is a -1.14% decrease from last year. In 2025, Rothschild circulated 7,700 items. This is a -1.14% decrease from last year.

## Library News

- We are currently displaying fishbowl layered art pieces from our local elementary school students. We love these paintings! They really brighten up a winter day!
- Laura attended the monthly team leads meeting and the branch coordinator meeting.
- Julie, Wanda, and Laura attended the County's MLK Day-On Training day.
- We received a new table for our patrons to work at and new chairs for our group table and our children's table. They all look great and are a welcome update for our space.
- Staff completed weeding projects in the YA Fiction and J Nonfiction collections. We also sent in our adult graphic novels to be relabeled.
- Sawyer, our new floating branch assistant, completed orientation in Rothschild from 1/15 – 1/25.
- Rothschild staff covered two shifts in Mosinee. Many staff members from various locations helped cover open shifts in Rothschild.
- Laura attended interviews in Wausau for the open branch assistant position. We selected a candidate, and Kali, a former MCPL-Wausau employee, will start in Rothschild in mid-February.
- David installed new staff and patron computers.

## Facilities Updates

- None at this time.

## Spencer Monthly Report

### Events and Programs

- From December 2th to January 6th, 18 patrons participated in our "Surprise Read for Yourself" Book Display.
- From December 2th to January 30th, 20 patrons participated in our self-directed Winter Sled Craft.
- On January 14th 12 patrons came to our Cribbage at the Library event.

### Circulation Statistics

- In January, Spencer circulated 951 items. This is a 24.22% decrease from last year. In 2025, Spencer circulated 951 items. This is a 24.22% decrease from last year.

## Library News

- Julie Kinney covered the Spencer Branch on January 17th.
- Laura Wood covered the Spencer Branch on January 18th.
- Ashley and Ann attended the County/Library Staff Development Day on January 20th.

## Facilities Updates

- None at this time.

## Stratford Monthly Report

### Events and Programs

- Family Story Time hosted 41 people during the four Wednesday morning sessions in January. Themes included Numbers, Ice Cream & Counting, Snow & Snowplows, and Pancakes & Cooking.
- Our first-ever Puzzle Race was a big hit! Ten teams with a total of 25 people competed to complete a 500-piece puzzle in 90 minutes. Participants said it was a great time and there were many laughs shared.
- Our Youth Library Opportunities (YOLO) team met on Jan. 2 and Jan. 7 to begin making decorations for our Life-Sized Candyland game for the Summer Library Program. A total of 10 young adults participated.
- Six patrons attended our Book Club on Jan. 18 to discuss *The Women of the Copper Country* by Mary Doria Russell.
- The St. Joseph's Pre-School class visited Jan. 3 for a Story Time and book check-out. Six children and their teacher attended.
- The St. Joseph's 7 & 8th graders stopped by to do some research and check out some books on Jan. 24. The visit included 5 students and their teacher.

- The 1st & 2nd grade St. Joseph's class dropped in on Jan. 25 for a book check-out. The visit included nine children and a teacher.
- The 3rd-5th grade St. Joseph's class came over on Jan. 25. The visits included three children and a teacher.
- There were no attendees at our Long-Term Care Informational Program presented Jan. 23 by Donna Heil, a local health and life insurance agent.
- The Play & Learn Session on Jan. 27 was cancelled by our guest instructor due to a conflict.

#### Circulation Statistics

- We circulated 1,633 items in January. This is a 13.46% decrease from last year. So far in 2025, we circulated 1,633 items. This is a 13.46% decrease from 2024.

#### Library News

- MJ attended the Branch Coordinator Meeting on Jan. 17.
- MJ attended the Imagine 2025 and Branch Staff Day on Jan. 20.
- MJ subbed in RO on Jan. 24.
- Our library presented a "New Year, New Me" book display and a "Smitten for Books" display in January.

#### Facilities Updates

- The back room furnace was not working on Jan. 13 and 24. The Village fixed the issues each time and it is functioning well again.



Wisconsin Department of Public Instruction

**PUBLIC LIBRARY ANNUAL REPORT**

PI-2401 (Rev. 01-25)

S. 43.05(4) &amp; 43.58(6)

**FOR THE YEAR 2024**

**INSTRUCTIONS:** Complete and return electronic, signed copy of the form and attachments to the library system. Confirm with the library system if printed, signed copies are required.

Board-approved, signed annual reports for 2024 are due to the DPI Division for Libraries and Technology no later than March 1, 2025.

**I. GENERAL INFORMATION**

1. Name of Library Marathon County Public Library		2. Public Library System Wisconsin Valley Library Service			
3b. Head Librarian First Name Leah	3c. Head Librarian Last Name Giordano	4a. Certification Grade Grade 1	4b. Certification Type Regular	5. Certification Expiration Date 08/31/2026	
6a. Street Address 300 N. First St.	6b. Mailing Address or PO Box 300 N. First St.	7. City / Village / Town Wausau	8a. ZIP 54403	8b. ZIP4 5405	9. County Marathon
10. Library Phone Number 7152617200	11. Fax Number (715)261-7210	12. Library E-mail Address of Director leah.giordano@marathoncounty.gov			
13. Library Website URL www.mcpl.us		14. No. of Branches 8	15. No. of Bookmobiles Owned 0	16. No. of Other Public Service Outlets 0	
17. Does your library operate a books-by-mail program? No	18. Some public libraries are legally organized as joint libraries, with neighboring municipalities or a county and municipality joining to operate a library. Is your library such a joint library legally established under Wis. Stat. s. 43.53? No				
20. Square Footage of Public Library 82,700	21a. Did your library or a branch move to a new facility during the fiscal year? No	21b. Did your library or a branch renovate or expand an existing facility during the fiscal year? No		22. UEI Number CJBVG6GK66Q5	

**HOURS OF OPERATION**

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (No interior service for the public)
19a. Winter hours open per week	60	0	0
19b. Number of winter weeks	52	0	0
19c. Summer hours open per week		0	0
19d. Number of summer weeks		0	0
19e. Total weeks per year	52	0	0
19f. Total hours per year for this location	3,120	0	0

II. LIBRARY COLLECTIONS							
			a. Number Owned / Leased	b. Number Added			
1. Books in Print			299,822	17,709			
2. Physical Subscriptions			339				
3. Physical Audio Materials			22,468	861			
4. Physical Video Materials			29,144	1,059			
5. Other Physical Materials			1,051				
6. Total Physical Items in Collection			352,485				
		Purchased solely by the Library	Purchased via a System, Consortium or Cooperative Agreement	Provided by the State			
7. E-books		Yes	Yes	No			
8. E-serials		No	Yes	No			
9. E-audio		Yes	Yes	No			
10. E-video		No	No	No			
11. Research Databases		Yes	Yes	Yes			
12. Online Learning Platforms		Yes	Yes	Yes			
III. LIBRARY SERVICES							
1. Physical Circulation Transactions			2. Interlibrary Loans				
a. Total Circulation	b. Children's Materials	c. Other Physical Items	a. Items Loaned <i>Provided to</i>	b. Items Received <i>Received from</i>			
655,606	343,038	6,479	32,486	42,885			
			Method for Counting ILL Transactions				
(Only Total will display when Total ILL Transactions is listed as the Method for Counting ILL Transactions)			Items Loaned to Other Libraries <i>Provided to</i>	Items Borrowed from Other Libraries <i>Received from</i>			
Integrated Library Systems (ILS)			31,326	42,138			
WISCAT			1,160	747			
Other (includes OCLC, manual tracking or other methods)			0	0			
3. Electronic Content Circulation Transactions							
a. E-books	b. E-serials	c. E-audio	d. E-video	e. Children's E-materials	f. Total E-materials		
89,279	20,618	101,395	0	14,668	211,292		
4. Number of Registered Users			5. Overdue Fines	6. Reference Transactions		7. Library Visits	
a. Resident	b. Nonresident	c. TOTAL		a. Method	b. Annual Count	a. Method	b. Annual Count
62,480	2,909	65,389	Yes	Survey Week(s)	18,460	Survey Week(s)	148,772
8. Uses of Public Internet Computers				9. Uses of Public Wireless Internet			
a. Number of Public Use Computers	b. Number of Public Use Computers with internet access		c. Method	d. Annual Count	a. Method		b. Annual Count
95	77		Actual Count	22,937			

**LIBRARY PROGRAMS AND ATTENDANCE**

**Total In-Person and Live, Virtual Statistics by Age**

	Young Child (0-5)	Child (6-11)	Young Adult (12-18)	Adult (19+)	General Interest (all ages)
Number of Programs	402	233	85	277	128
Total Attendance	8,521	8,225	1,326	2,606	3,066

**Total Program Statistics by Program Category**

	In-Person On-Site	In-Person Off-Site	Live, Virtual	Pre-recorded	
Number of Programs	1,048	69	8	0	
Total Attendance	20,154	3,466	124		
Total Program Views				0	

Describe the library's in-person programs:

crafts, book clubs, story times, movie showings, technology classes, author readings

Which platforms does the library use to host the library's live, virtual programs:

Zoom, YouTube, Facebook

Describe the library's live, virtual programs:

Local history series, author readings

Which platforms does the library use to host the library's pre-recorded programs:

YouTube

Describe the library's pre-recorded programs:

story times



**IV. LIBRARY GOVERNANCE**

Library Board Members. List all members of the library board as of the date of this report. List the president first. Indicate vacancies. Report changes to the Division for Libraries and Technology as they occur. When reporting such changes, indicate the departing board members.

First Name	Last Name	Street Address	City	ZIP+4	Email Address
<b>PRESIDENT</b>					
1. Reid	Rayome	2113 Lillie Street	Wausau	54403	reid.rayome@marathoncou
2. Kari	Sweeney	609 Gray Place	Wausau	54403	whatkarireads@gmail.com
3. Gary	Gisselman	319 Park Ave.	Wausau	54403	gary.gisselman@marathonc
4. Andrea	Sheridan	1814 Poplar Lane	Wausau	54403	sheridan94@charter.net
5. Chris	Voll	1944 Plantation Lane	Kronenwetter	54455	chris.voll@marathoncounty
6. Joyce	Griese	1209 Gilbert St.	Wausau	54403	joyce.griese@gmail.com
7. LeeAnn	Podruch	214900 Lakefront Drive	Hatley	54440	lgpodruch@gmail.com
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
No. of Library Board Members Include vacancies in this count					
7					

**V. LIBRARY OPERATING REVENUE**

Report operating revenue only. Do not report capital receipts here.

1. Local Municipal Appropriations for Library Service Only Joint libraries report more than one municipality here

Municipality Type	Name	Amount
		\$0
<b>Subtotal 1</b>		<b>\$0</b>

2. County

a. Home County Appropriation for Library Services Subtotal 2a \$3,723,220

a. Other County Payments for Library Services

County Name	Amount	County Name	Amount
	\$0		
<b>Subtotal 2b</b>			<b>\$0</b>

3. State Funds

a. Public Library System State Funds

Description	Amount	Description	Amount
SLP Performer Grant	\$2,700	Workshops / Meetings / Scholarships	\$9
Library Legislative Day	\$217	Resource Library	\$54,019
b. Funds Carried Forward from Previous Year		c. Other State Funded Program	
<b>Subtotal 3</b>		<b>\$56,945</b>	

4. Federal Funds Name of program—for LSTA grant awards, grant number, and project title

Program or Project	Amount	
3-2024-251 Professional Learning Grant	\$1,125	
3-2025-251 Professional Learning Grant	\$1,364	
<b>Subtotal 4</b>		<b>\$2,489</b>

5. Contract Income From other governmental units, libraries, agencies, library systems, etc.

Name	Amount	Name	Amount
	\$0		
<b>Subtotal 5</b>			<b>\$0</b>

6. Other Funds Carried Forward and Expended. Do not include state aid. Report state funds in 3b above. \$260,780

7. All Other Operating Income \$191,273

**8. Total Operating Income Add 1 through 7** **\$4,234,707**

9. What is the current year annual appropriation provided by governing body(ies) for the public library?	\$3,801,559
10. Was the library's municipality exempt from the county library tax for the report year? Wis. Stat. s. 43.64(2)	No

**VI. LIBRARY OPERATING EXPENDITURES**

Report operating expenditures from all sources. Do not report capital expenditures here.

1. Salaries and Wages Include maintenance, security, plant operations \$1,974,777	2. Employee Benefits Include maintenance, security, plant operations \$739,426
--	---

3. Library Collection Expenditures

a. Print Materials \$277,844	b. Electronic Materials \$55,683	c. Audiovisual Materials \$53,770	d. All Other Library Materials \$0	Subtotal 3 \$387,297
---------------------------------	-------------------------------------	--------------------------------------	---------------------------------------	-------------------------

4. Contracts for Services Include contracts with other libraries, municipalities, and library systems here. Include service provider.

Provider	Description	Type	Amount
WVLS	WPLC E-Content Buying Pool	Contract	\$34,296
WVLS	V-Cat Annual Maintenance	Contract	\$89,871
WVLS	V-Cat Barcodes / Patron Cards	Contract	\$680
WVLS	LeanWI Technology / Enterprise Services	Contract	\$9,900
WVLS	LeanWI Technology / Equipment Purchased	Contract	\$24,562
WVLS	Movie Licensing Subscription	Contract	\$908
WVLS	Supplies - Miscellaneous	Contract	\$650
WVLS	County Service Fee	Contract	\$18,726
Everett Roehl Marshfield Public Library	Cross Border Agreement Subscription fee		\$6,410

Subtotal 4 \$186,003

5. Other Operating Expenditures

\$613,809

6. Total Operating Expenditures Add 1 through 5

\$3,901,312

7. Of the expenditures reported in item 6, what were operating expenditures from federal program sources?

\$2,489

**VII. LIBRARY CAPITAL REVENUE, EXPENDITURES, DEBT RETIREMENT, AND RENT**

1. Capital Income and Expenditures by Source of Income

Do not report any expenditures reported above. Provide a brief description of any expenditures.

Source	Brief Description of Expenditure	Revenue	Expenditure
a. Federal		\$0	\$0
b. State		\$0	\$0
c. Municipal		\$0	\$0
d. County		\$0	\$0
e. Other		\$0	\$0
2. Debt Retirement	3. Rent Paid to Municipality/County	Total Revenue \$0	Total Expenditure \$0

**VIII. OTHER FUNDS HELD BY THE LIBRARY BOARD**

1. Total Amount of Other Funds at the End of Year

\$229,284

**IX. FUNDS PAID OR TRANSFERRED TO THE LIBRARY BOARD FINANCIAL SECRETARY**

1. Total Amount of Section IX Funds at End of Year

\$0



**X. STAFF (cont'd.)**

b. Other Paid Staff See Instructions

Position (Local Title)	Job Title (AppendixA)	Type of Staff	Total Annual Wages Paid	Hours Worked per Week
Lead Branch Coordinator	Branch Manager	Other	\$39,566	24.00
IT Specialist	Technical Support/Computer Technician	Other	\$55,811	40.00
Branch Coordinator	Branch Manager	Other	\$322,963	304.00
Web Content	Web Content Administrator	Other	\$58,938	40.00
Library Business Specialist	Office Support (Top)	Other	\$115,901	80.00
Lead Library Specialist	Library Assistant - Technical Services	Other	\$55,406	40.00
Library Specialist	Associate Librarian (non-MLS)	Other	\$373,809	364.00
Lead Library Assistant	Library Assistant - Public Services	Other	\$47,646	40.00
Library Assistant	Clerk - Public Services	Other	\$366,295	564.00
Library Page	Page/Shelver	Other	\$111,450	224.00

2. Library Staff Full-Time Equivalents (FTEs). Divide the total hours worked per week for each category by 40 to determine full-time equivalents.

a. Persons Holding the Title of Librarian			b. All Other Paid Staff (FTE)	c. Total Library Staff (FTE)
Master's Degree from an ALA Accredited Program (FTE)	Other Persons Holding the Title of Librarian (FTE)	Subtotal 2a	Include maintenance, plant operations, and security	
7.00	0.00	7.00	43.00	50.00

**XI. PUBLIC LIBRARY LOANS OF MATERIAL TO NONRESIDENTS**

1. Of the total circulation reported for the library from Section III, item 1, what was the total circulation to nonresidents <i>See instructions for definition of nonresident</i>			21,310
Divide nonresident circulation among the following categories. The total of 2 through 6 below should not be greater than the number reported in item 1 above.	a. Those with a Library	b. Those without a Library	c. Subtotal
2. Circulation to Nonresidents Living in the Library's County	0	0	0
3. Circulation to Nonresidents Living in Another County in the Library System	4,446	4,673	9,119
4. Circulation to Nonresidents Living in an Adjacent County Not in the Library System	9,376	106	9,482
5. Circulation to All Other Wisconsin Residents	2,656	6. Circulation to Persons from Out of the State	53
7. Are the answers to items 1 through 6 based on actual count or survey/sample?  Actual	8a. Does the library deny access to any residents of adjacent public library systems on the basis of Wis. Stat. s. 43.17(11)(b)?  No	8b. If yes, does the library allow residents in adjacent systems to purchase library cards?	

9. Circulation to Nonresidents Living in an Adjacent County Who Do Not Have a Local Public Library			
Name of County	Circulation	Name of County	Circulation
a. Clark	1,178	f. Taylor	1,051
b. Langlade	0	g. Waupaca	1
c. Lincoln	2,075	h. Wood	105
d. Portage	0	i.	
e. Shawano	0	j.	

**XII. TECHNOLOGY (Not included in 2024 Report)**

**XIII. SELF-DIRECTED ACTIVITIES, STAFF SERVING YOUTH / ADULTS**

1. Self-directed Activities: <i>Planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants.</i>			
	a. Children (0-5)	b. Children (6-11)	c. Young Adult (12-18)
Number of Self-Directed Activities	17	119	3
Total Self-Directed Activity Participation	472	4,433	10
	d. Adult (19+)	e. General Interest (all ages)	f. Total
Number of Self-Directed Activities	53	95	287
Total Self-Directed Activity Participation	238	1,718	6,871
2. Name and email address of primary staff person who serves as the children, youth, or teen librarian. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Tara	Hornbeak	tara.hornbeak@marathoncounty.gov	
3. Name and email address of primary staff person who serves as the librarian for adults. Only the primary person is displayed here.			
a. First Name	b. Last Name	c. Email Address	
Julie	Kinney	julie.kinney@marathoncounty.gov	

**XIV. PUBLIC LIBRARY ASSURANCE OF COMPLIANCE WITH SYSTEM MEMBERSHIP REQUIREMENTS**



We assure the Public Library System of which this library is a member and the Division for Libraries and Technology, Department of Public Instruction that this public library is in compliance with the following requirements for public library system membership as listed in Wis. Stats.

A check (X) or a mark in the checkbox indicates compliance with the requirement.

- The library is established under s. 43.52 (municipalities), s. 43.53 (joint libraries), or s. 43.57 (consolidated county libraries and county library services) of the Wisconsin Statutes [s. 43.15(4)(c)1].
- The library is free for the use of the inhabitants of the municipality by which it is established and maintained [s. 43.52(2), 73 Op. Atty. Gen. 86(1984), and OAG 30-89].
- The library's board membership complies with statutory requirements regarding appointment, length of term, number of members and composition. [s. 43.54 (municipal and joint libraries), s. 43.57(4) & (5) (consolidated and country library services), and s. 43.60(3) (library extension and interchange)].
- The library board has exclusive control of the expenditure of all moneys collected, donated, or appropriated for the library fund [s. 43.58(1)].
- The library director is present in the library at least 10 hours a week while library is open to the public, less leave time [s. 43.15(4)(c)6]
- The library board supervises the administration of the library, appoints the librarian, who appoints such other assistants and employees as the library board deems necessary, and prescribes their duties and compensation [s. 43.58(4)].
- The library is authorized by the municipal governing board to participate in the public library system [s. 43.15(4)(c)3].
- The library has entered into a written agreement with the public library system board to participate in the system and its activities, to participate in interlibrary loan of materials with other system libraries, and to provide, to any resident of the system area, the same library services, on the same terms, that are provided to the residents of the municipality or county that established the member library. This shall not prohibit a municipal, county, or joint public library from giving preference to its residents in library group programs held for children or adults if the library limits the number of persons who may participate in the group program, or from providing remote access to a library's online resources only to its residents. [s. 43.15(4)(c)4].
- The library's head librarian holds the appropriate grade level of public librarian certification from the Department of Public Instruction [s. 43.15(4)(c)6 and Administrative Code Rules PI 6.03].
- The library annually is open to the public an average of at least 20 hours each week except that for a library in existence on June 3, 2006, annually is open to the public an average of at least 20 hours or the number of hours each week that the library was open to the public in 2005, whichever is fewer [s. 43.15(4)(c)7].
- The library annually spends at least \$2,500 on library materials. [s. 43.15(4)(c)8].

**XV. CERTIFICATION**

**I CERTIFY THAT**, to the best of my knowledge, the information provided in this annual report and any attachments are true and accurate and the library board has reviewed and approved this report.

President, Library Board of Trustees Signature or designee	Name of President or Designee Print or type	Date Signed
	Reid Rayome	
Library Director / Head Librarian Signature	Library Director / Head Librarian Print or type	Date Signed
	Leah Giordano	

STATEMENT CONCERNING PUBLIC LIBRARY SYSTEM EFFECTIVENESS

As required by Wis. Stat. s. 43.58(6)(c), the following statement that the library system either did or did not provide effective leadership and adequately meet the needs of the library must be completed and approved by the library board. The response should be made in the context of the public library system's statutory responsibilities and the funding which it has available to meet those responsibilities.

County

Marathon

The Marathon County Public Library Board of Trustees hereby states that in 2024 the Wisconsin Valley Library Service
Name of Public Library Name of Public Library System / Service

[X] did provide effective leadership and adequately met the needs of the library.

[ ] did not provide effective leadership and did not adequately meet the needs of the library.

Indicate with an X one of the above statements

Explanation of library board's response. Attach additional sheets if necessary.

Note: With the approval of the library board of trustees, this statement may be submitted separately from the Annual Report form that is sent to the library system, as an e-mail attachment to LibraryReport@dpi.wi.gov.

XV. CERTIFICATION

The preceding statement was approved by the Public Library Board of Trustees.

Division staff will compile the statements received for each library system and, as required by Wis. Stat. s. 43.05(14), conduct a review of a public library system if at least 30 percent of the libraries in participating municipalities that include at least 30 percent of the population of all participating municipalities report that the public library system did not adequately meet the needs of the library. This statement may be provided to the public library system.

Table with 3 columns: President, Library Board of Trustees Signature or designee; Name of President or Designee Print or type; Date Signed. Includes signature of Reid Rayome.



## COMMENTS

## SECTION\_I

12. Director's Library E-mail Address  
County changed all the mail server of all employees--2025-01-23

## SECTION\_II

11a. Did the library provide access to research databases purchased solely by the library?  
AtoZ, NY Times, Value Line, Historical Newspapers, Booklist--2025-02-10  
11b. Did the library provide access to research databases purchased via a system, consortium, or cooperative agreement?  
WVLS provided the following research databases in 2024 to all member libraries: NoveList Plus, NoveList Select and Ancestry Library Edition--2025-01-23  
12a. Did the library provide access to online learning platforms purchased solely by the library?  
Mango and Tumbleweed--2025-01-23  
12b. Did the library provide access to online learning platforms purchased via a system, consortium, or cooperative agreement?  
WVLS provided the online learning platform Gale Presents: Udemy to all member libraries starting June 2024--2025-01-23

## SECTION\_III

1a., Total Physical Circulation  
2,012 renewals for homebound patrons that may have occurred without patron action or request have been removed (lowering circulation number from 657,618 to 655,606)--2025-01-31  
1c., Circulation of Other Physical Items (subset of 1a.)  
Includes circulation of 10 Tonie player and audio-enabled Tonie figurine kits.--2025-01-28  
6b. Reference Transactions  
=355 x52 weeks--2025-01-23  
7b. Library Visits  
Total for week=2861 x 52 weeks= 148772--2025-01-23  
8a., Number of Public Use Computers  
9 computers from COVID storage decommissioned and 2 Teen computers decommissioned--2025-01-23  
8b., Number of Public Use Computers with Internet Access  
9 computers from COVID storage decommissioned--2025-01-23  
8d., Number of Uses (sessions) of Public Internet Computers  
Pharos use (5179) and Cassie use (17,758) - Total of 22,937--2025-01-23

## SECTION\_V

Amount  
Rent=\$42,153.00, Photocopier Charges = \$865.66, Collection Grant= \$11,000.00--2025-01-23  
6a. Other Funds Carried Forward and Expended  
To match the new clarification and flowchart, we have changed how we report this number.--2025-02-04  
In the past this number included gift account funds. Now we are including expenditures for our carry over funds, money carried over to cover an anticipated budget shortfall, book encumbered funds and AV encumbered funds.--2025-02-04  
6b. Other Funds Carried Forward for Future Expenditure  
To match the new clarification and flowchart, we have changed how we report this number.--2025-02-04  
This number now includes our roll over balance from previous years plus the 2023/2024 roll over less the amount spent in 2024.--2025-02-04  
Other Revenue  
includes donations and interest on gift account--2025-02-07  
includes \$21,704.60 in ecommerce from WVLS--2025-01-30  
Current Year Appropriation  
Library tax levy of \$3,681,559 plus \$120,000 for maintenance--2025-01-30  
Other Library Funds  
Beginning Balance of Other Funds Under Library Board Control  
To match the new clarification and flowchart, we have changed how we report this number.--2025-02-04  
This number now represents the amount that was held in our gift account at the beginning of 2024.--2025-02-04  
Subtractions  
This number is required to bring the balance in line with the updated guidance. The ending balance of the gift account for 2024 was \$229,284--2025-02-10  
To match the new clarification and flowchart, we have changed how we report this number.--2025-02-04

## SECTION\_XI

Circulation  
Circulations to Langlade County residents who reside outside the city of Antigo = 256--2025-01-23  
Circulation  
Prior to 2023 only the following municipalities in Portage County were counted as having a local library: Villages of Amherst, Plover, Rosholt, and the City of Stevens Point--2025-01-23

## SECTION\_XII

3a. How many hotspots does your library have in the collection for patron checkout? Do not include lost devices.  
Several hotspots are lost--2025-01-23



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Marathon County Public Library

3. Branch Email Address

leah.giordano@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Leah

6. Branch Head Last Name

Giordano

## II. ADDRESS

1. Branch Street Address

300 N. First St.

2. Branch Mailing Address or PO Box

300 N. First St.

3. City / Village / Town

Wausau

4a. ZIP Code

54403

4b. ZIP4

5405

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 261-7200

4. Branch Square Footage

82,700

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	60	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Athens Branch

3. Branch Email Address

kitty.roesler@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Kitty

6. Branch Head Last Name

Roesler

## II. ADDRESS

1. Branch Street Address

203 Alfred St.

2. Branch Mailing Address or PO Box

203 Alfred St.

3. City / Village / Town

Athens

4a. ZIP Code

54411

4b. ZIP4

0910

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 257-7292

4. Branch Square Footage

3,109

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Edgar Branch

3. Branch Email Address

hannah.detlaff@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Hannah

6. Branch Head Last Name

Detlaff

## II. ADDRESS

1. Branch Street Address

224 S. Third Ave.

2. Branch Mailing Address or PO Box

PO Box 321

3. City / Village / Town

Edgar

4a. ZIP Code

54426

4b. ZIP4

0228

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 352-3155

4. Branch Square Footage

2,046

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Hatley Branch

3. Branch Email Address

megan.vanharen@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Megan

6. Branch Head Last Name

Van Haren

## II. ADDRESS

1. Branch Street Address

435 Curtis Ave.

2. Branch Mailing Address or PO Box

435 Curtis Ave.

3. City / Village / Town

Hatley

4a. ZIP Code

54440

4b. ZIP4

9784

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number Area/No.

(715) 446-3537

4. Branch Square Footage

3,707

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Marathon Branch

3. Branch Email Address

[lisa.haessly@marathoncounty.gov](mailto:lisa.haessly@marathoncounty.gov)

4. Salutation

Ms.

5. Branch Head First Name

Lisa

6. Branch Head Last Name

Haessly

## II. ADDRESS

1. Branch Street Address

515 Washington St.

2. Branch Mailing Address or PO Box

PO Box 381

3. City / Village / Town

Marathon

4a. ZIP Code

54448

4b. ZIP4

0245

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 443-2775

4. Branch Square Footage

3,050

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Joseph Dessert Branch

3. Branch Email Address

sarah.moscatello@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Sarah

6. Branch Head Last Name

Moscatello

## II. ADDRESS

1. Branch Street Address

123 Main St.

2. Branch Mailing Address or PO Box

123 Main St.

3. City / Village / Town

Mosinee

4a. ZIP Code

54455

4b. ZIP4

1441

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 693-2144

4. Branch Square Footage

5,942

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Rothschild Area Branch

3. Branch Email Address

laura.wood@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Laura

6. Branch Head Last Name

Wood

## II. ADDRESS

1. Branch Street Address

211 Grand Ave.

2. Branch Mailing Address or PO Box

211 Grand Ave.

3. City / Village / Town

Rothschild

4a. ZIP Code

54474

4b. ZIP4

1173

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 359-6208

4. Branch Square Footage

3,240

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	46	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0





# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Spencer Branch

3. Branch Email Address

ashley.heiden@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Ashley

6. Branch Head Last Name

Heiden

## II. ADDRESS

1. Branch Street Address

105 Park St.

2. Branch Mailing Address or PO Box

105 Park St.

3. City / Village / Town

Spencer

4a. ZIP Code

54479

4b. ZIP4

0398

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 659-3996

4. Branch Square Footage

2,072

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0



# DO NOT FILE WITH DPI

## I. GENERAL INFORMATION

1. Name of Parent Library

2. Legal Name of Branch

Stratford Branch

3. Branch Email Address

maryjo.netzer@marathoncounty.gov

4. Salutation

Ms.

5. Branch Head First Name

Mary Jo

6. Branch Head Last Name

Netzer

## II. ADDRESS

1. Branch Street Address

213201 Scholar St.

2. Branch Mailing Address or PO Box

213201 Scholar St.

3. City / Village / Town

Stratford

4a. ZIP Code

54484

4b. ZIP4

0074

5. County

Marathon

## III. BRANCH INFORMATION

1. Branch Phone Number *Area/No.*

(715) 687-4420

4. Branch Square Footage

3,000

## IV. HOURS OF OPERATION

	Standard Service with No Restrictions on Building Access	Limited Service	Staff Only (no interior service for the public)
Winter hours open per week	34	0	0
Number of Winter Weeks	52	0	0
Summer Hours open per week		0	0
Number of Summer Weeks		0	0

# Memo

**To:** Reid Rayome, President, Marathon County Library Board of Trustees

**From:** Mike Puerner, Marathon County Corporation Counsel

**Date:** February 7, 2025

**Re:** Payment obligations of consolidated county library systems relative to library services provided by neighboring counties

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Library Board President Rayome,

On February 3, 2025, you asked me to review Wisconsin law relative to the Marathon County Public Library's obligation to pay adjacent counties or adjacent county libraries for library services provided to residents of Marathon County by those counties or libraries. Specifically, you sought information as to whether the Marathon County Public Library System, which exists as a consolidated county public library system and does not bill Clark County or any library within Clark County for library services provided by Marathon County's library system to residents of Clark County, would have any legal obligation to pay Clark County or any library within Clark County for library services provided to residents of Marathon County by libraries within Clark County.

In summary, I find that the plain language of Wisconsin Statute Section 43.12(1)(a)3 does not require a county with a consolidated county public library system to make payments to any public library in an adjacent county unless the county with the consolidated county public library system has provided notice to the adjacent county or library of a request for payment to the consolidated county system under Wis. Stat. § 43.12(1m).

In this case, Marathon County Public Library System, a consolidated county public library system, has not provided Clark County or any libraries within Clark County with notice under Wis. Stat. § 43.12(1m) of a request for payment. Accordingly, Wis. Stat. § 43.12(1)(a)3 does not obligate Marathon County Public Library system to make any payments for library services received by Marathon County residents from libraries located within Clark County.

## Applicable Law

### *In General*

Wisconsin law creates four types of governance arrangements for public libraries: (1) municipal public libraries governed by cities, villages or towns<sup>1</sup>; (2) joint public libraries formed by combinations of municipalities<sup>2</sup>; (3) consolidated county library systems wherein each library within the county is a branch of the main county library<sup>3</sup>; and tribal libraries, which are governed by a tribal council.

### *Applicable Funding Requirements*

Under Wisconsin law, counties are required to support library services financially.<sup>4</sup> However, the method of funding required for library systems is dependent upon the type of library governance system in place. If a county **does not** have a consolidated county library system, that county is required to reimburse local and joint libraries within the county as well as within adjacent counties at a rate set by state law upon receipt of a request for payment from those adjacent libraries or counties.<sup>5</sup>

If a county **does** have a consolidated county library system, that county funds its own consolidated system through its county budget process<sup>6</sup>. In counties with a consolidated county library system, the county is not required to make any payments to libraries within adjacent counties unless the county with the consolidated county library system has given the adjacent county library notice that the consolidated county library system is requesting payment from the adjacent county or library.<sup>7</sup>

Importantly, county consolidated library systems are not required to request payments from any other public library under this funding paradigm<sup>8</sup> and, if

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<sup>1</sup> Wis. Stat. § 43.52

<sup>2</sup> Wis. Stat. § 43.53

<sup>3</sup> Wis. Stat. § 43.57

<sup>4</sup> Wis. Stat. § 43.12(6).

<sup>5</sup> Wis. Stat. §§ 43.12(1)(a)1; (b) (stating that the minimum amount to be paid is equal to 70 percent of the amount computed by multiplying the number of loans of material made by the library during the prior calendar year to residents of the county who are not residents of a municipality that maintains a public library under s. [43.52](#) or [43.53](#), or, to residents of the county who are not residents of a municipality that contains a branch of the consolidated library by the amount that results from dividing the total operational expenditures of the library during the calendar year for which the number of loans are reported, not including capital expenditures or expenditures of federal funds, by the total number of loans of material made by the public library during the calendar year for which the loans are reported.

<sup>6</sup> Wis. Stat. § 43.12(6).

<sup>7</sup> Wis. Stat. § 43.12(1)(a)2.

<sup>8</sup> Wis. Stat. § 43.12(1m).

no payment is requested, the consolidated county library cannot be obligated to make payment to any adjacent county or system.<sup>9</sup> If a consolidated county system does request payment from a library located within an adjacent county, that consolidated system becomes obligated under Wisconsin law to make the statutory minimum payment to libraries within adjacent counties upon receipt of a request for payment.<sup>10</sup>

## Application

Marathon County operates a consolidated county library system. Accordingly, the Marathon County Public Library System's funding obligations relative to libraries in adjacent counties are governed by Wis. Stat. § 43.12(1)(a)3, which requires payment to each public library in an adjacent county **only if** Marathon County's consolidated library system has first provided a notice to any public library in an adjacent county that it requests the payment owed to Marathon County under Wis. Stat. § 43.12(1)(a)2. Marathon County's consolidated library system has not made such a request to any adjacent county or library, including to Clark County or any library located within Clark County.

Under Wisconsin law, the Marathon County Public Library has no obligation to make payments to Clark County or libraries located within Clark County for library services provided to residents of Marathon County by libraries in Clark County due to Marathon County's provision of a county consolidated library system within its county and Marathon County's lack of payment request to adjacent libraries under Wis. Stat. § 43.12(1m).

Thank you for the opportunity to look into this issue. Please reach out if you require any additional information.

Very truly yours,



Michael Puerner  
Marathon County Corporation Counsel

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<sup>9</sup> Wis. Stat. § 43.12(1)(a)3.

<sup>10</sup> Wis. Stat. §§ 43.12(1)(a)3 and (1m).