

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, December 15, 2014. Headquarters Library, Wausau Room.

Present: Audrey Ascher, Gary Beastrom, Sandi Cihlar, Tim Gierl, Alison Morrow, Katie Rosenberg, Ralph Illick

Excused: Scott Winch

Others: Leah Giordano, Thomas O'Neill, Becky Schemenauer, Heather Wilde, Inese Christman, Sharyn Heili, Nora Hertel, Nancy Frawley, Elizabeth Scully, Dan Young

The meeting was called to order at 12:00 by Audrey Ascher.  
Audrey Ascher welcomed visitors to the meeting.

**A motion was made by Sandi Cihlar to approve the minutes from November 17, 2014 with an Amendment noted to the Public Comments section regarding the time limits. Seconded by Katie Rosenberg. Motion carried.**

**A motion was made by Alison Morrow to approve the Bills & Services report for November. Seconded by Gary Beastrom. Motion carried.**

Public Comments – Nancy Frawley discussed her concerns about the memorials.

President – There will be an extended meeting in April. Possible topics for that meeting, the use of volunteers in the library, take an extensive look at the budget.

Other Board Members – No Report

Director's Report – Presented in the Board packet and by Director Ralph Illick.

- We are wrapping up a few smaller renovation projects in the basement. We are finishing off the staff training room and IT office.

Board Committees – No Report

Friends of the Library – Handed out at meeting.

MCPL Foundation – Handed out at meeting.

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Presented in the meeting packet.

Nominating Committee

**A motion was made by Katie Rosenberg to table the agenda item until January. Seconded by Alison Morrow. Motion carried.**

Marathon City Branch Agreement

We are billed for actual costs of the branch. Marathon City felt last year there were some incidental costs that they did not bill us for. They would like to bill us an additional \$100.00 per month. If we would give this additional month to one branch we would need to give additional money to all branches.

**A motion was made by Gary Beastrom to go back to Marathon City and request a itemized list of costs. Seconded by Alison Morrow. Motion carried.**

Align the Director's Evaluation Schedule with County Evaluations

Employee Resource Director, Frank Matel and Deputy County Administrator, Deb Hager made the recommendation that everyone is on the same evaluation schedule.

**A motion was made by Tim Gierl to adopt the timing of the Marathon County evaluation schedule for MCPL's Director. Seconded by Katie Rosenberg. Motion carried.**

MCPL Policy Reviews

**A motion was made by Gary Beastrom to accept the Behavior in the Library Policy; Banning Form as presented. Seconded by Katie Rosenberg. Motion carried.**

Security Cameras and Staffing at Branches

We have augmented security cameras that we have worked on the last year. While working with Wausau PD, went from 5 to 13 exterior cameras. At some of the branches, we often have one person working alone. We did a study a couple years ago and rough estimate would be \$3,000 - \$5,000 per branch. A professional security company should take a look at our options and prepare a report for the board. Some of the branch managers have expressed not concerns but an awareness over the years.

There were discussions about different ways we could provide a more secure environment for the employees at the branches.

Leah will talk with the Branch Managers to get their input of their concerns of the branches. By February Ralph will have one or two security firms give recommendations on what need to be done and the approximate costs on each of the branches.

**A motion was made by Tim Gierl to have Ralph facilitate the involvement of one or two security companies to review the situations, make recommendations and provide costs for each branch. Seconded by Sandi Cihlar. Motion carried.**

Trustee Education

The committee meet and came up with a preliminary list that we feel should be discussed in 2015.

- Jan - Winter Web Conference "Library Metrics & Measurement"
- Feb - PLA Webinar "Technology's Future"
- March – Robert's Rules (session #1)
- April – Robert's Rules (session #2)
- May - Trustee Essential #11 - Planning for the Library's Future; Review of MCPL's Attribute Process
- June - Wisconsin Statutes Chapter 43 "Libraries" (Trustee Essential #18)
- Focus on "43.58 - Powers & Duties"
- July - Trustee Essential #14 - Wisconsin Open Meetings Law

- August - Review of MCPL Board of Trustee's By-Laws
- Sept - Wisconsin Public Library Statistics
- Oct - Self-Evaluation of MCPL Board of Trustees
- Nov - Review of selected Trustee Training Videos from PA and WY (See WDPI's Tools and Resources for Public Library Directors and Board Members")
- Dec - TBD based on new availability of webinars from 2015

A possibility would be to invite Scott Corbett to our April meeting to discuss Robert's Rules and Wisconsin Open Meetings Law.

Public Library Space Needs Document and Potential Building Renovations

Director Illick handed out a document from Wisconsin Department of Public Instruction to review and use as a guideline for our potential renovations to the library. There were discussions about the proposed library renovations.

Announcements

- Donation Policy
- Nominating Committee
- Public Library Space Needs Document and Potential Building Renovations
- Security Cameras and Staffing at Branches

Request for Future Agenda Items -

- Updated documents for the Trustee manuals - Leah

**A Motion was made by Katie Rosenberg to adjourn the meeting at 1:25. Seconded by Alison Morrow. Motion carried.**



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Library Director