



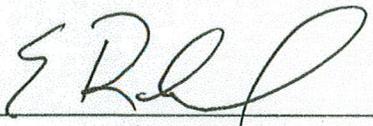
COUNTY OF MARATHON
WAUSAU, WISCONSIN

OFFICIAL NOTICE AND AGENDA

of a meeting of the Marathon County Public Library Board of Trustees,
Monday, July 18, 2016 at 12:00 noon
Library Headquarters, Wausau Room.

AGENDA

1. (12:00 p.m.) Call to Order
2. Acknowledgement of Visitors
3. Approval of Minutes
4. Bills and Services Report
5. (15 minutes) Public Comments
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 Library Trustees & Friends (WLTF)
 - H. Wisconsin Valley Library Service
7. (10 minutes) Update on Classification Study – For Discussion and Informational Purposes Only
8. (15 minutes) FEH Associates 3rd Floor Weight Load Report – For Discussion and Possible Action
9. (15 minutes) Update on Children’s Museum of Marathon County – For Discussion and Possible Action
10. (10 minutes) Update on Phase 1 – For Discussion and Possible Action
11. (10 minutes) Upcoming Staff Development Day – For Discussion and Informational Purposes Only
12. Announcements
13. Request for Future Agenda Items
14. Next Meeting Dates
 - Monday 08/15/2016
 - Monday 09/19/2016
 - Monday 10/17/2016
 - Monday 11/21/2016
15. Adjournment

Signed: 
Library Director

*All times are approximate and subject to change

“Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the Library Administration Office at 261-7213.”

FAXED TO: Wausau Daily Herald, City Pages, and
FAXED TO: Other Media Groups
FAXED BY: H. Wilde
FAXED DATE: July 13, 2016
FAXED TIME: 2:40 p.m.

NOTICE POSTED AT COURTHOUSE

BY: _____
DATE: _____
TIME: _____

Regular meeting of the Marathon County Public Library Board of Trustees, Monday, July 18, 2016. Headquarters Library, Wausau Room.

Present: Scott Winch, Gary Beastrom, William Gamoke, Alison Morrow, Katie Rosenberg, Pa Thao, Ralph Illick

Excused: Sharon Hunter

Others: Matthew Derpinghaus, Leah Giordano, Thomas O'Neill, Heather Wilde, Brian Weinhold

The meeting was called to order at 12:00 by Scott Winch.
Scott Winch welcomed visitors to the meeting.

A motion was made by Katie Rosenberg to approve the Board of Trustee minutes from June 20, 2016 meeting. Seconded by Pa Thao. Motion carried.

A motion was made by Pa Thao to approve the Bills & Services report for June. Seconded by Gary Beastrom. Motion carried.

Public Comments – None

President – No Report

Other Board Members – No Report

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

- We are working with the staffing at the Hatley Branch. We lost one of our part-time branch assistants recently and will work to fill that vacant position.
- We've had a change in location downtown with some of the service facilities for the members of our community. With the change of the geographic location for the service facilities, we've now become a way station. The outside patio that was generally used for staff to have lunches is starting to be a congregating area for people heading to the methadone clinic. We are working with the Parks and Recreation Department along with the Facilities and Capital Management Department to remove the picnic tables.

Board Committees – No Report

Friends of the Library – No Report

MCPL Foundation – No Report

Wisconsin Library Trustees & Friends (WLTF) – No Report

Wisconsin Valley Library Service – Presented in the meeting packet.

Update on Classification Study

Last month we talked about two different job groups, the Library Assistants-Pages and Library Assistants-Circulation. Because we've had some changes in job duties for both groups since we last did a classification study, we asked Employee Resources to take a look at the job duties for those two groups. We also asked them to start looking to see how these two positions are in line with the market in WI.

In August the County's Finance Committee will receive the results back on any suggestions that the Employee Resource Department will have. Some results they asked we share with the Library Board are the following:

Marathon County currently hires a Page at \$13.19, midpoint \$15.16, maximum \$17.14
Average hire rate around the state is \$8.87; those libraries included in the study are Appleton, Brown County, Eau Claire, Lacrosse, Merrill, Oshkosh, Portage and Sheboygan libraries.

For the Library Assistants-Circulation, the consensus at Employee Resources is that we have everyone at the desk reclassified as a Library Assistant. We currently have four employees out of eight classified as a Library Specialist. The Library Specialists are now working at the two reference desks. These are professional positions and we do require a bachelor's degree.

There will be documents at the August meeting from Employee Resources to review.

FEH Associates 3rd Floor Weight Load Report and Update on Children's Museum of Marathon County

We received the weight load capacity report back from FEH Associates. The estimation was \$750,000 to augment 32 columns throughout the building. This would be extremely disruptive and extremely expensive to go this route. With great disappointment I would have to ask that we today consider releasing the Children's Museum of Marathon County from their agreement we worked together with them on so they are able to find another location. We would still like to partner with the Children's Museum of Marathon County as they move forward.

We still have too many challenges with using this third floor for it to be useful to the library. The only way to go is to move forward with moving the meeting room to the second floor and the Friends of the Library to the basement so they have a better opportunity to serve the public.

There will be a press release later today.

A motion was made by Katie Rosenberg to release the Children's Museum of Marathon County from their agreement with Marathon County Public Library. Seconded by Alison Morrow. Motion carried.

Update on Phase 1

An electronic version of the design plan from FEH Associates was sent to all Library Board members. There was a meeting held which involved Facilities and Capital Management, the Library Director and architects from FEH Associates to go over the plans. The plans are to move the meeting room from the third floor to the second floor and to move the Friends of the Library to the basement. The plans were well liked.

The Library Board asked the Library Director questions about the plans.

A motion was made by Alison Morrow for FEH Associates Continue with the Plans that were sent out to the Library Board. Seconded by William Gamoke. Motion carried.

Upcoming Staff Development Day

We will have our next staff development day on Friday, September 23. In the past we have focused on a couple big concepts, generally dealing with safety and security. The Business Manager is working with the county on emergency management issues that we could incorporate into the day. We will also be working on building our culture with some activities. Especially our core value behavior as we do our jobs and aligning our core value behaviors with the county.

Announcements – None

Request for Future Agenda Items – None

A Motion was made by Katie Rosenberg to adjourn the meeting at 12:24. Seconded by Gary Beaström. Motion carried.



Library Director