

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
November 19, 2014  
Brillion Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Brillion Public Library on Wednesday, November 19, 2014, at 6:30 p.m., by President of the Board, Ray Mueller.

**Members Present:** Ron Dietrich, Rachel Gillis, Julie Grinde, Carol Gruetzmacher, Debra Heus, Cheryl Kjelstrup, Natalie Long, Ray Mueller, Cheryl Nessman, Marilyn Schuh, Peggy Turnbull, Robert Vollendorf

**Members Absent:** Rani Beckner, Mary Muellenbach, James Vandenboom

**Others Present:** Connie Griseto, Chris Moede, Rebecca Petersen, Margie Verhelst

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**Minutes:** A motion was made by Schuh and seconded by Grinde to accept the minutes of the September 24, 2014, MCLS Board meeting. Motion carried.

**Public Comment:** None

**Communications:** Petersen received the official notification letter from the Manitowoc County Clerk appointing Natalie Long to the MCLS Board of Trustees, to fill a vacancy through December 2014.

**Financial Business:** A motion was made by Kjelstrup and seconded by Turnbull to approve the September and October 2014 financial reports. Motion carried.

A motion was made by Kjelstrup and seconded by Nessman to approve the September 24, October and November 2014 payment of bills. Motion carried.

A motion was made by Grinde and seconded by Vollendorf to approve the LARS financial report through October 2014. Motion carried.

**System Director's Report:** A written report was included in the Board packets. Petersen added that the optimal number of systems for the state was discussed at a recent COLAND meeting, with four or six systems suggested. COLAND will meet again in January 2015. This meeting may result in recommendations being presented to the state superintendent.

Petersen handed out information about the Wild Wisconsin Web conference which is being held on January 21 and 22, 2015, from 9:00 a.m. to 5:00 p.m. It is being offered at no cost to those who would like to listen in. MCLS and other systems help support this conference, which Nicolet Federated Library System developed.

Petersen will be meeting with the director of Eastern Shores Library System (ESLS) to discuss technology needs. We may see updates in the future to our older, existing agreement.

**System IT/ILS Specialist's Report:** A written report was included in the Board packets. Verhelst recently received notification that ProPay is set up, and we can now start testing.

**Member Library Directors' Reports:** Reports were presented by Chris Moede, Ray Mueller for Chilton Public Library, and Ron Dietrich for New Holstein Public Library.

Dietrich read a letter from the New Holstein Public Library (NHPL) Board stating they are interested in moving forward with pursuing possible membership of the Outagamie Waupaca Library System (OWLS). They are trying to nail down what the real costs are. The NHPL Board did not vote on this yet, but may vote at their December 2014 meeting.

Mueller stated that the Chilton Public Library (CPL) Board has not pursued OWLS membership because the costs are unknown and expected to be significantly higher. They would need to be shown what library operations are being harmed and how patrons are not being served in our current system.

#### **Unfinished Business:**

#### **New Business:**

**Update of Board Member Appointments and Reappointments for 2015-2017:** Four Board members had terms expiring at the end of 2014: Grinde, Long, Schuh and Vandeenboom. Grinde and Long will remain on the Board for another term. Petersen will contact Vandeenboom to inquire if he will remain on the Board. Schuh has declined reappointment. We will pursue finding a new Board member from the Brillion area.

**Designate Banking Institution for 2015:** A motion was made by Kjelstrup and seconded by Vollendorf to remain with Bank First National and Investors Community Bank as our official banking institutions. Motion carried.

**Appoint Board Officer Nominating Committee to Nominate Officers for 2015:** Nessman and Heus volunteered for this committee and will bring information to the January 2015 meeting.

**Trustee Education:** Mueller discussed creating public awareness of library issues. He suggested that directors and trustees become familiar with their city and state government officials, and encouraged them to regularly attend local meetings. He also recommends that Board members have business cards. Library Legislative Day (in Madison, in February) is another opportunity to discuss library issues with state legislators.

**Select Dates for 2015 meetings and confirm date and set place for next meeting:** Grinde moved that we accept the dates for the 2015 Board meetings, as presented in Enclosure #11. Seconded by Kjelstrup. Motion carried.

**Confirm Date and Set Place of Next Meeting:** The next MCLS Board meeting will be held on Wednesday, January 28, at 6:30 p.m., at the Manitowoc Public Library.

**Adjourn:** A motion to adjourn was made at 7:27 p.m. by Gruetzmacher and seconded by Turnbull. Motion carried.

Respectfully submitted,

Connie Griseto