

**Minutes of the
Manitowoc-Calumet Library System
Board of Trustees Meeting
January 28, 2015
Manitowoc Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Manitowoc Public Library on Wednesday, January 28, 2015, at 6:30 p.m., by President of the Board, Ray Mueller.

Members Present: Rani Beckner, Ron Dietrich, Rachel Gillis, Julie Grinde, Carol Gruetzmacher, Debra Heus, Cheryl Kjelstrup, Natalie Long, Mary Muellenbach, Ray Mueller, Cheryl Nessman, Darcie Schwalenberg-Kesler, Peggy Turnbull, Robert Vollendorf

Members Absent:

Others Present: Jeff Dawson, Connie Griseto, Chris Moede, Rebecca Petersen, Cherilyn Stewart, Steve Thiry, Margie Verhelst, Barb Weber

Mueller welcomed new Board member Darcie Schwalenberg-Kesler and led the introductions.

Minutes: A motion was made by Vollendorf and seconded by Grinde to accept the minutes of the November 19, 2014, MCLS Board meeting. Motion carried.

Public Comment: None

Communications: Mueller received a letter from Wisconsin DPI in late November 2014, approving our system plan and state aid for 2015. Petersen received official notification letters from the Manitowoc County Clerk appointing Carol Gruetzmacher, and reappointing Julie Grinde and Natalie Long, to the MCLS Board of Trustees. Petersen circulated various news articles and correspondence.

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

A motion was made by Grinde and seconded by Kjelstrup to approve the December 2014 and January 2015 payment of bills. Motion carried.

A motion was made by Nessman and seconded by Gruetzmacher to approve the LARS financial report through December 2014. Motion carried.

Petersen gave an overview of the Reach Out & Read program. A motion was made by Muellenbach and seconded by Gillis to approve the Reach Out & Read report (Enclosure #7). Motion carried.

System Director's Report: A written report was included in the Board packets. Petersen will collect feedback from those who tuned into the Wild Wisconsin Winter Web Conference, and can share this information with anyone interested in watching the archived webinars.

Natalie Long stated that Silver Lake College (SLC) will be hosting a Reach Out & Read presentation by Dr. Dipesh Navsaria on Tuesday, May 26, 2015. The afternoon session will be held at the Generose Enrichment Center and the evening session at the Ariens Atrium.

System IT/ILS Specialist's Report: A written report was included in the Board packets. The old catalog, eLibrary, will be eliminated as of April 1, 2015. It was decided at a LARS meeting to keep only Enterprise (the newer catalog) which is currently in use and includes Overdrive records. Verhelst also stated that ESLS is in negotiations with Heartland, and may contract with them during their transition period.

Member Library Directors' Reports: Reports were presented by Cherilyn Stewart, Jeff Dawson, Deb Heus for Julia Davis, Steve Thiry, Barb Weber and Chris Moede.

Unfinished Business:

New Business:

Election of Officers for 2015: The Nominating Committee (Heus and Nessman) nominated the following officers for 2015:

Ray Mueller – President

Mary Muellenbach – Vice President

Cheryl Kjelstrup - Treasurer

Natalie Long - Secretary

Nessman moved to cast a unanimous ballot for the 2015 slate of officers presented by the Nominating Committee. Seconded by Grinde. Motion carried.

Authorize President to sign the Annual Report: A motion to authorize the President to sign the Annual Report was made by Dietrich and seconded by Kjelstrup. Motion carried.

Approve Library Technology and Resource Sharing Plan 2015 - 2019: Petersen and Verhelst met with each library director to talk about technology needs. New parts of the plan include the Summary of Goals, Goals and Activities, and the Technology and Resource Sharing Budget. This is a five-year plan, but we will be revising it each year. The plan will be submitted online via Google Docs. A motion to approve the Library Technology and Resource Sharing Plan 2015 – 2019 was made by Gruetzmacher and seconded by Heus. Motion carried.

Approve Revised ESLS/MCLS Wide Area Network and Internet Service Agreement: ESLS will maintain the services of the contract throughout their time of transition. A motion was made by Kjelstrup and seconded by Dietrich to approve the revised ESLS/MCLS Wide Area Network and Internet Service agreement with the points discussed taken care of, including changes to Item #4 and a grammar check of the document. Motion carried.

Approve 2015 Resource Library Agreement: The access to the Manitowoc Public Library collection has not changed due to being closed on Thursdays. A motion to approve the 2015 Resource Library Agreement was made by Vollendorf and seconded by Turnbull. Motion carried.

Discussion of Calumet County/OWLS/MCLS meeting on January 5: Enclosure #13 (a document from 2013 showing services that OWLS offers) served as the basis for discussion. It was the consensus of the Board to form a subcommittee to address opportunities for improvement of services, in an effort to move forward and look at possible changes MCLS could make. Member library directors should give information to Becky stating any concerns or suggestions they have concerning the resource library as well as MCLS. This will be placed on the agenda for the March MCLS Board meeting.

Trustee Education: Enclosure #14 in the Board packets outlined the Wisconsin budget process. This information and more related resources can be found at WLA's website. An updated list of Wisconsin legislators was distributed in trustee folders.

Confirm Date and Set Place of Next Meeting: The next MCLS Board meeting will be held on Wednesday, March 25, 2015, at 6:30 p.m., at the New Holstein Public Library.

Adjourn: A motion to adjourn was made at 7:53 p.m. by Dietrich and seconded by Kjelstrup. Motion carried.

Respectfully submitted,

Connie Griseto