

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
February 6, 2019  
Manitowoc Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Manitowoc Public Library on Wednesday, February 6, 2019, at 6:30 p.m., by President of the Board, Ray Mueller.

**Members Present:** Jim Baumann, Ron Dietrich, Julie Grinde, Linda Hunter, Ray Mueller, Darcie Schwalenberg-Kesler, Jeremy Sehloff

**Members Absent:** Rani Beckner, Cheryl Kjelstrup, Michelle Krajnik, Mary Muellenbach, Peggy Turnbull

**Others Present:** Connie Griseto, Rachel Hitt, Courtney Pelot (until 6:45 p.m.), Rebecca Petersen, Kristin Stoeger, Margie Verhelst

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**Minutes:** A motion was made by Dietrich and seconded by Baumann to accept the minutes of the November 28, 2018, MCLS Board meeting. Motion carried.

**Public Comment:** None

**Communications:** Petersen stated that we received a Manitowoc County Clerk notice, reappointing Turnbull to the Board.

Petersen circulated a Valders Journal article about the *MCLS Reads* community read program.

Mueller stated that The Country Today newspaper featured three stories about rural libraries. Petersen will email a link to trustees and directors.

**Presentation:** Courtney Pelot, Marketing and Brand Strategy Manager for United Way-Manitowoc County, gave an overview of current projects she is involved with for United Way and discussed literacy-related topics with trustees.

**Financial Business:** A revised Enclosure #3-December 2018 financial report was handed out at the meeting. A motion was made by Grinde and seconded by Hunter to approve the November and revised December 2018 financial reports. Motion carried.

A motion was made by Baumann and seconded by Grinde to approve the December 2018 and January 2019 payment of bills. Motion carried.

A motion was made by Baumann and seconded by Schwalenberg-Kesler to approve the LARS financial report through December 2018. Motion carried. Petersen gave an overview of the LARS fund, stating that it was initially set up when MCLS needed to replace servers every five years, so that libraries could set aside funds for future technology purchases.

A motion was made by Grinde and seconded by Baumann to approve the Reach Out and Read report through December 2018. Motion carried.

**System Director's Report:** A written report was included in the Board packets. Petersen is working with MPL on creating a donation request letter which we plan to send to local businesses and organizations.

**System IT/ILS Specialist's Report:** A written report was included in the packets. Verhelst has been working on resolving a minor glitch with the recent address updates.

**Member Library Directors' Reports:** Reports were presented by Kristin Stoeger, Rachel Hitt, Ray Mueller for Chilton Public Library, and Rebecca Petersen for Kiel Public Library and Lester Public Library.

Mueller also added that there are many events going on in our libraries related to the *MCLS Reads* community read program.

Grinde stated that in May the League of Women Voters of Manitowoc County will be hosting a presentation by Wisconsin Poet Laureate Margaret Rozga.

**Unfinished Business:** None

**New Business:**

**Authorize President to sign the 2018 Annual Report:** A motion was made by Hunter and seconded by Baumann to authorize the president to sign the 2018 annual report when it is completed. Motion carried. The report will need to be submitted to the DPI by March 1, 2019. A copy will be included in the March meeting packet.

**Trustee Education:**

**Letter drafted to MCLS area state legislators:** A motion was made by Hunter and seconded by Grinde to approve sending the letter, which was included in the packets as Enclosure #10, to our legislators prior to Library Legislative Day. Petersen will make minor revisions and Mueller will sign the letter prior to mailing. Motion carried.

**Confirm date and set place for next meeting:** The next MCLS Board meeting will be held on Wednesday, March 27, 2019, at 6:30 p.m., at the New Holstein Public Library.

**Adjourn:** A motion to adjourn was made at 7:26 p.m. by Baumann and seconded by Schwalenberg-Kesler. Motion carried.

Respectfully submitted,

Connie Griseto