

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
March 29, 2023  
New Holstein Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the New Holstein Public Library on Wednesday, March 29, 2023, at 5:32 p.m., by President of the Board, Ray Mueller.

**Members Present:** Deborah Brotcke, Ron Dietrich, Mary Hoerth, Natasha Khan, Chuck Krueger, Ray Mueller, Patrick Neuenfeldt, Don Weiss

**Members Absent:** Jim Baumann, Markus Ladd, Megan Marchant, Darcie Schwalenberg-Kesler, Jeremy Sehloff

**Others Present:** Karin Adams, Julia Davis, Jeff Dawson, Lydia Dill, Bryan Gruenwald, D Hankins, Rebecca Scherer, Jon Swanson, Margie Verhelst, Kate Verhelst

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**Minutes:** A motion was made by Dietrich and seconded by Neuenfeldt to accept the minutes of the January 25, 2023, MCLS Board meeting. Motion carried.

**Member Library Directors' Reports:** Reports were presented by Jeff Dawson and D Hankins prior to the audit discussion, and Karin Adams, Lydia Dill, and Julia Davis, with comments from Ray Mueller regarding Chilton Public Library after the audit discussion.

**Review of 2022 Audit Financial Statements:** Bryan Gruenwald from CLA reviewed the 2022 audit financial statements with the Board. A motion was made by Neuenfeldt and seconded by Krueger to approve the 2022 audit financial statements. Motion carried.

**Financial Business:** A motion was made by Dietrich and seconded by Neuenfeldt to approve the January and February 2023 financial reports. Motion carried.

A motion was made by Khan and seconded by Brotcke to approve the February and March 2023 payment of bills. Motion carried.

A motion was made by Neuenfeldt and seconded by Weiss to approve the LARS financial report through February 2023. Motion carried.

A motion was made by Krueger and seconded by Khan to approve the Reach Out and Read report through February 2023. Motion carried.

**System Director's Report:** A written report was included in the Board packets.

**System IT/ILS Specialist's Report:** A written report was included in the Board packets.

**Office & Outreach Coordinator's Report:** A written report was included in the Board packets.

**Unfinished Business:** Although the agenda didn't indicate that action was required, a motion was requested by Mueller to approve the 2022 Annual Report. A motion was made by Weiss and seconded by Neuenfeldt to approve the 2022 Annual Report. Motion carried.

**New Business:**

**Set Dates for Manitowoc and Calumet County Library Advisory Committee**

**Meetings:** Dates of Wednesday, May 24<sup>th</sup> and Thursday, May 25<sup>th</sup> were discussed to hold the Calumet and Manitowoc County Library Advisory Committee meetings, respectively. The Calumet County meeting will be held at the Chilton Public Library, and the Manitowoc County meeting will be held at the Manitowoc Public Library. Both meetings will begin at 5:00 pm. A motion was made by Neuenfeldt and seconded by Brotcke to set the meeting dates. Motion carried.

The MCLS Constitution and Bylaws were reviewed and changes suggested. A motion was made by Weiss and seconded by Khan to approve the MCLS Constitution and Bylaws with discussed revisions. Motion carried.

Discussion was held regarding the format of the upcoming Director's Evaluation.

**Trustee Education – 2023 Senate Bill 10 and Assembly Bill 15:** Scherer discussed the Senate Bill 10 and Assembly Bill 15.

**Confirm date and set place for next meeting:** The next MCLS Board meeting will be held on Wednesday, May 31, 2023, at 5:30 p.m., at the Kiel Public Library.

**Adjourn:** A motion to adjourn was made at 7:13 p.m. by Dietrich and seconded by Neuenfeldt. Motion carried.

Respectfully submitted,

Kate Verhelst