

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
May 31, 2023  
Kiel Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Kiel Public Library on Wednesday, May 31, 2023, at 5:30 p.m., by President of the Board, Ray Mueller.

**Members Present:** Deborah Brotcke, Ron Dietrich, Natasha Khan, Chuck Krueger, Markus Ladd, Megan Marchant, Ray Mueller, Patrick Neuenfeldt, Darcie Schwalenberg-Kesler, Don Weiss

**Members Absent:** Jim Baumann, Mary Hoerth, Jeremy Sehloff

**Others Present:** Karin Adams, Jim Brotcke, Julia Davis, Jeff Dawson, Lydia Dill, Rebecca Scherer, Margie Verhelst, Kate Verhelst

---

**Minutes:** A motion was made by Marchant and seconded by Schwalenberg-Kesler to accept the minutes of the March 29, 2023, MCLS Board meeting. Motion carried.

**Member Library Directors' Reports:** Reports were presented by Julia Davis, Lydia Dill, Jeff Dawson and Karin Adams, with a short update from Ray Mueller regarding Chilton Public Library.

**Financial Business:** A motion was made by Krueger and seconded by Khan to approve the March and April 2023 financial reports. Motion carried.

A motion was made by Weiss and seconded by Neuenfeldt to approve the April and May 2023 payment of bills. Motion carried.

A motion was made by Brotcke and seconded by Schwalenberg-Kesler to approve the LARS financial report through April 2023. Motion carried.

A motion was made by Marchant and seconded by Neuenfeldt to approve the Reach Out and Read report through April 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.

**New Business:**

A motion was made by Neuenfeldt and seconded by Brotcke to approve the Clifton Larsen Allen (CLA) Schedule of Fees for future audits. Motion carried.

Discussion was held regarding the format of the upcoming Director's Evaluation with consensus to make a decision on any changes at the July board meeting.

**Trustee Education – New Proposed Legislation:** Scherer discussed new legislation, LRB-0423 and LRB-0522, recently introduced.

**Confirm date and set place for next meeting:** The next MCLS Board meeting will be held on Wednesday, July 26, 2023, at 5:30 p.m., at the Lester Public Library.

**Adjourn:** A motion to adjourn was made at 6:40 p.m. by Dietrich and seconded by Ladd. Motion carried.

Respectfully submitted,

Kate Verhelst