

**Minutes of the
Manitowoc-Calumet Library System
Board of Trustees Meeting
July 26, 2023
Lester Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Lester Public Library on Wednesday, July 26, 2023, at 5:30 p.m., by President of the Board, Ray Mueller.

Members Present: Deborah Brotcke, Ron Dietrich, Mary Hoerth, Natasha Khan, Megan Marchant, Ray Mueller, Patrick Neuenfeldt, Darcie Schwalenberg-Kesler, Don Weiss

Members Absent: Jim Baumann, Chuck Krueger, Markus Ladd, Jeremy Sehloff

Others Present: Jeff Dawson, Rebecca Scherer, Margie Verhelst, Kate Verhelst

Minutes: A motion was made by Dietrich and seconded by Brotcke to accept the minutes of the May 31, 2023, MCLS Board meeting. Motion carried.

Member Library Directors' Reports: Reports were presented by Jeff Dawson, with Scherer sharing reports for Manitowoc, Chilton and Brillion Public Libraries.

Financial Business: A motion was made by Neuenfeldt and seconded by Khan to approve the May and June 2023 financial reports. Motion carried.

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

A motion was made by Marchant and seconded by Brotcke to approve the LARS financial report through June 2023. Motion carried.

A motion was made by Neuenfeldt and seconded by Weiss to approve the Reach Out and Read report through June 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:

The Finance Committee Meeting was set to meet on Thursday, August 24, 2023 at 4:00 p.m., consisting of Mueller, Dietrich, Weiss, and Sehloff.

The Personnel Committee Meeting was set to meet on Thursday, August 24, 2023 at 4:45 p.m., consisting of Brotcke, Neuenfeldt, Marchant, and Mueller. The Committee will be discussing the upcoming retirement of Margie Verhelst and updating the IT Specialist job description.

Trustee Education – Trustee Training Week, August 21nd-25th: Scherer shared that Trustee Training week is coming up towards the end of August, briefly described the sessions, and encouraged trustees to sign up.

Confirm date and set place for next meeting: The next MCLS Board meeting will be held on Wednesday, September 27, 2023, at 5:30 p.m., at the Chilton Public Library.

Adjourn: A motion to adjourn was made at 6:23 p.m. by Neuenfeldt and seconded by Marchant. Motion carried.

Respectfully submitted,

Kate Verhelst