

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
November 29, 2023  
Brillion Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Brillion Public Library on Wednesday, November 29, 2023, at 5:30 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, Megan Marchant, Darcie Schwalenberg-Kesler, Jeremy Sehloff

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

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**Minutes:** A motion was made by Hoerth and seconded by Dietrich to accept the minutes of the September 27, 2023, MCLS Board meeting. Motion carried.

**Member Library Directors' Reports:** Reports were presented by Jeff Dawson, with Scherer giving an update on Chilton Public Library from Rebecca Barry.

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

A motion was made by Hoerth and seconded by Dietrich to approve the October and November 2023 payment of bills. Motion carried.

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

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

**Trustee Education – Trustee Training Review:** Scherer discussed a handout created for Library Legislative Day 2024, which is coming up in early February 2024.

**Confirm dates for 2024 meetings and set date and place for next meeting:** A motion was made by Dietrich and seconded by Brotcke to approve dates for the 2024 MCLS board meetings, with a change for the November 2024 meeting from the 27<sup>th</sup> to the 20<sup>th</sup>. Motion carried.

The next MCLS Board meeting will be held on Wednesday, January 31, 2024, at 5:30 p.m., at the Manitowoc Public Library.

**Adjourn:** A motion to adjourn was made at 6:12 p.m. by Hoerth and seconded by Neuenfeldt. Motion carried.

Respectfully submitted,

Kate Verhelst