

**Minutes of the  
Manitowoc-Calumet Library System  
Board of Trustees Meeting  
September 27, 2023  
Chilton Public Library**

The regular meeting of the Manitowoc-Calumet Library System Board was called to order at the Chilton Public Library on Wednesday, September 27, 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, Megan Marchant, Ray Mueller, Darcie Schwalenberg-Kesler

**Members Absent:** Jim Baumann, Patrick Neuenfeldt, Jeremy Sehloff, Don Weiss

**Others Present:** Karin Adams, Rebbecca Barry, Jim Brotcke, Jeff Dawson, Lydia Dill, D Hankins, Rebecca Scherer, Margie Verhelst, Kate Verhelst

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After calling the meeting to order, Mueller introduced the Chilton Public Library's Battle of the Books team that won first place in this year's competition, asked them to discuss their experience with the program, and congratulated them.

**Minutes:** A motion was made by Hoerth and seconded by Marchant to accept the minutes of the July 26, 2023, MCLS Board meeting. Motion carried.

**Member Library Directors' Reports:** Reports were presented by Rebbecca Barry, D Hankins, Lydia Dill, Jeff Dawson, and Karin Adams.

**Financial Business:** A motion was made by Marchant and seconded by Krueger to approve the July and August 2023 financial reports. Motion carried.

A motion was made by Hoerth and seconded by Schwalenberg-Kesler to approve the August and September 2023 payment of bills. Motion carried.

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

A motion was made by Krueger and seconded by Schwalenberg-Kesler to approve the Reach Out and Read report through August 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 Marchant and seconded by Brotcke to approve the Personnel Committee report. Motion carried.

A motion was made by Hoerth and seconded by Schwalenberg-Kesler to approve the 2024 Resource Library Agreement. Motion carried.

A motion was made by Dietrich and seconded by Marchant to adopt Line Item and Program Budgets. Motion carried.

A motion was made by Krueger and seconded by Brotcke to adopt the 2024 System Plan. Motion carried.

**Trustee Education – Trustee Training Review:** Mueller shared that he attended almost all of the sessions, and commented on how well done they were and encouraged trustees to watch the recordings if they were not able to attend during Trustee Training Week. Brotcke also attended several sessions and spoke highly of the trainings.

**Confirm date and set place for next meeting:** The next MCLS Board meeting will be held on Wednesday, November 29, 2023, at 5:30 p.m., at the Brillion Public Library.

**Adjourn:** A motion to adjourn was made at 7:15 p.m. by Dietrich and seconded by Khan. Motion carried.

Respectfully submitted,

Kate Verhelst