

**MINUTES**  
**MANITOWOC COUNTY LIBRARY SERVICES ADVISORY COMMITTEE**  
**May 25, 2023**

The annual meeting of the Manitowoc County Library Services Advisory Committee was held at the Manitowoc Public Library on May 25, 2023.

**Members present:** Karin Adams, Deborah Brotcke, Julia Davis, Jeff Dawson, Natasha Khan, Megan Marchant, Patrick Neuenfeldt, Stanley Palmer, Rebecca Scherer, Don Weiss

**Members absent:** Chris Able, Jim Baumann, Lindsey Bortz, Paul (Biff) Hansen, Chuck Krueger, Markus Ladd, Tyler Martell, Brian Murphy, Margaret Pauwels, Jeremy Sehloff, David Stoelting

**Others present:** Amy Eisenschink, JJ Gutman, Robert Ziegelbauer

**Introductions / Review of Committee's Responsibilities:** The meeting was called to order by Manitowoc-Calumet Library System Director, Rebecca Scherer, at 5:00 p.m. Scherer led the introductions and reviewed the responsibilities and purpose of the Committee.

**Minutes:** A motion was made by Dawson and seconded by Brotcke to approve the minutes of the May 19, 2022, Manitowoc County Library Services Advisory Committee meeting. Motion carried.

**Review of Agreement and Plan:** Scherer described how the *Manitowoc County Agreement and Plan for Public Library Service* serves as the contractual basis by which the public libraries in Manitowoc County open their doors to rural county residents, and by which the libraries are reimbursed for providing service to these residents. The Committee meets annually to review the need for developing minimum standards for existing public libraries or new libraries, to review the *Agreement* we have in place and discuss any potential changes. This plan has been in place since 1999 and amended in 2007. A motion was made by Weiss and seconded by Khan to reaffirm the *Manitowoc County Agreement and Plan for Public Library Service*. Motion carried.

**Budget Request:** Enclosure #4, *2024 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2022*, was mailed to each Committee member prior to the meeting. A motion was made by Dawson and seconded by Brotcke to adopt Enclosure #4, *2024 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2022*. Motion carried.

**Pending Budget Request to Calumet County:** Enclosure #5, *Pending Budget Request to Calumet County for 2024 Reimbursements to Kiel, Manitowoc and Two Rivers Libraries*, was mailed to each Committee member prior to the meeting. This worksheet is informational.

**Timetable and Procedures for Submitting Budget Request:** Scherer will submit the budget request to the County Clerk, Finance Director, and County Executive prior to the deadline of July 1, 2023.

There being no further business, the meeting was adjourned at 5:08 p.m. upon a motion by Dawson and seconded by Marchant. Motion carried.

Respectfully submitted,  
Kate Verhelst