

Pursuant to section 19.84 (2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Manitowoc Herald Times Reporter and Tri-County News, and to those who have filed a written request for this notice, that a meeting of the Manitowoc County Library Services Advisory Committee will be held on Thursday, May 19, 2022 at 5:00 o'clock p.m. The meeting will be held at the Manitowoc Public Library, Manitowoc, WI 54220. As of the date of this notice, the subject matter known to be intended for consideration is as follows:

Manitowoc County Library Services Advisory Committee

Thursday, May 19, 2022 at 5:00 p.m.

Manitowoc Public Library

707 Quay Street

Manitowoc, WI 54220

AMENDED AGENDA

Committee members and members of the public may attend the meeting in person at the Manitowoc Public Library (Balkansky Room), or please join the meeting from your computer, tablet or smartphone: <https://meet.goto.com/813546397>

You can also dial in using your phone: [+1 \(872\) 240-3212](tel:+18722403212) Access Code: 813-546-397

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Call to Order (proper notice has been given)

1. Introductions and brief review of Committee's responsibilities (enclosure # 1)
2. Minutes of May 20, 2021 annual meeting (enclosure #2)
3. *Public comment*
4. Manitowoc County Library Service Plan and funding issues:
 - a. Review and possible reaffirmation of *Manitowoc County Agreement and Plan for Public Library Service* including consideration of any need for County to establish minimum standards for public libraries (enclosure # 3)
5. 2023 Budget Request to Manitowoc County for reimbursements for Library Services received in 2021 (enclosure # 4)
6. Confirm timetable and procedures for submitting 2023 County Budget Request
7. Report on pending budget request to Calumet County for 2023 reimbursements to Kiel, Manitowoc and Two Rivers libraries (enclosure # 5)
8. Any other discussion relating to Manitowoc County library services (informational items; no action items) (enclosure #6, Manitowoc County Possible Appointments to Municipal Library Boards)
9. Schedule next meeting (if necessary)
10. Adjourn

If you are unable to attend, please notify Rebecca Scherer at (920) 686-3051 (email: rscherer@mcls.lib.wi.us)

If you require special needs accommodations for this meeting, please contact the System Director at 920-686-3051 at least 48 hours in advance.

Amended: May 17, 2022 @ 10:24 a.m.

MINUTES
MANITOWOC COUNTY LIBRARY SERVICES ADVISORY COMMITTEE
May 19, 2022

The annual meeting of the Manitowoc County Library Services Advisory Committee was held at the Manitowoc Public Library on May 19, 2022.

Members present: Deborah Brotcke, Jeff Dawson, Amy Eisenschink, Julie Grinde, Paul (Biff) Hansen, Cheryl Kjelstrup, Megan Marchant, Tyler Martell, Patrick Neuenfeldt, Margaret Pauwels, Rebecca Scherer, Don Weiss

Members absent: Chris Able, Jim Baumann, Lindsey Bortz, Julia Davis, Chuck Krueger, Markus Ladd, Brian Murphy, Stanley Palmer, Jeremy Sehloff, David Stoelting

Others present: Dawn Erdmann, Steve Erdmann, JJ Gutman, Kate Verhelst, Robert Ziegelbauer, Don Zimmer

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 Kjelstrup and seconded by Dawson to approve the minutes of the May 20, 2021, Manitowoc County Library Services Advisory Committee meeting. Motion carried.

Public Comment Relating to Manitowoc County Library Services: Public comment was limited to 20 minutes total, 3 minutes per person. Public comment was made by Dawn Erdmann and Don Zimmer.

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 Dawson and seconded by Weiss to reaffirm the *Manitowoc County Agreement and Plan for Public Library Service*. Ziegelbauer questioned if individual library boards are taking up issues addressed in public comment. Dawson and Eisenschink, on behalf of Lester Public Library and Manitowoc Public Library, replied yes. Pauwels argued Library Boards are not responding to concerns. Scherer informed the Committee that the System is state funded and has no jurisdiction over library board decisions, and that specific concerns need to be addressed at the library board level. Pauwels abstained from voting on *Agreement*. Motion carried.

Budget Request: Enclosure #4, *2023 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2021*, was mailed to each Committee member prior to the meeting. A motion was made by Marchant and seconded by Kjelstrup to adopt Enclosure #4, *2023 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2021*. Motion carried.

Pending Budget Request to Calumet County: Enclosure #5, *Pending Budget Request to Calumet County for 2023 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, 2022.

There being no further business, the meeting was adjourned at 5:38 p.m. upon a motion by Ziegelbauer and seconded by Martell. Motion carried.

Respectfully submitted,
Kate Verhelst