

MINUTES
MANITOWOC COUNTY LIBRARY SERVICES ADVISORY COMMITTEE
June 12, 2025

The annual meeting of the Manitowoc County Library Services Advisory Committee was held at the Manitowoc Public Library on June 12, 2025.

Members present: Karin Adams, Deborah Brotcke, Julia Davis, Natasha Khan, Chuck Krueger, Tyler Martell, Sharon Sleger, Rebecca Scherer, Scott Tuma, Don Weiss, Don Zimmer

Members absent: Lindsey Bortz, Jeff Dawson, Darian Kaderabek, Paul (Biff) Hansen, Kali Hentges, Megan O'Connor, Sara Meier, Brian Murphy, Margaret Pauwels, Jeremy Sehloff, David Stoelting,

Others present: Terry Ehle (proxy for Jeff Dawson), Kate Verhelst, 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 Weiss and seconded by Brotcke to approve the minutes of the May 23, 2024, 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 Zimmer and seconded by Krueger to reaffirm the *Manitowoc County Agreement and Plan for Public Library Service*. Motion carried.

Budget Request: Enclosure #4, *2026 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2024*, was mailed to each Committee member prior to the meeting. A motion was made by Khan and seconded by Sleger to adopt Enclosure #4, *2026 Budget Request to Manitowoc County for Reimbursements for Library Services Received in 2024*. Motion carried.

Pending Budget Request to Calumet County: Enclosure #5, *Pending Budget Request to Calumet County for 2026 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, 2025.

There being no further business, the meeting was adjourned at 5:14 p.m. upon a motion by Khan and seconded by Weiss. Motion carried.

Respectfully submitted,
Kate Verhelst