

**Public Notice of the Meeting of the
MANITOWOC-CALUMET LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING**

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 Chilton Times Journal, and to those who have filed a written request for this notice, that a meeting of the Manitowoc-Calumet Library System Board of Trustees will be held on Wednesday, January 28, 2015 at 6:30 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-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, January 28, 2015 at 6:30 p.m.**

Manitowoc Public Library
707 Quay Street
Manitowoc, WI 54220

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the November 19, 2014 Board meeting (enclosure #1) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to the operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. November and December 2014 financial reports (enclosures #2 and #3) *ACTION REQUESTED*
 - b. Payment of December 2014 and January 2015 bills (enclosures #4 and #5)
ACTION REQUESTED
 - c. LARS financial report through December 2014 (enclosure #6) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #7) *ACTION REQUESTED*
6. System Director's report (enclosure #8)
7. System IT/ILS Specialist's report (enclosure #9)
8. Reports from directors of member libraries
9. Unfinished business
10. New business
 - a. Election of Officers for 2015 *ACTION REQUESTED*
 - b. Authorize President to sign the Annual Report *ACTION REQUESTED*
 - c. Approve Library Technology and Resource Sharing Plan 2015-2019 (enclosure #10) *ACTION REQUESTED*
 - d. Approve revised ESLS / MCLS Wide Area Network and Internet Service Agreement (enclosure #11)
ACTION REQUESTED
 - e. Approve 2015 Resource Library Agreement (enclosure #12) *ACTION REQUESTED*
 - f. Discussion of Calumet County/OWLS/MCLS meeting on January 5, 2015 (enclosure #13)
11. Trustee education – Wisconsin's Budget Process (enclosure #14)
12. Confirm date and set place for March 25th meeting
13. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director, at (920) 686-3051 or rpetersen@mcls.lib.wi.us. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.

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**MANITOWOC-CALUMET LIBRARY SYSTEM
BOARD MEETING**

Wednesday, March 25, 2015 at 6:30 p.m.

New Holstein Public Library
2115 Washington Street
New Holstein, WI 53061

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the January 28, 2015 Board meeting (enclosure #1) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. January and February 2015 financial reports (enclosures #2 & #3) *ACTION REQUESTED*
 - b. Payment of February and March 2015 bills (enclosures #4 & #5) *ACTION REQUESTED*
 - c. LARS financial report through February 28, 2015 (enclosure #6) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #7) *ACTION REQUESTED*
6. System Director's report (enclosure #8)
7. System IT/ILS Specialist's report (enclosure #9)
8. Reports from directors of member libraries
9. Unfinished business
10. New Business
 - a. Review draft of 2014 audit financial statements by Schenck (enclosure # 10) *ACTION REQUESTED*
 - b. Form subcommittee to identify opportunities for improvement of system services *ACTION REQUESTED*
 - c. Adopt Record Retention Schedule for Wisconsin's Public Libraries and Public Library Systems (enclosure #11) *ACTION REQUESTED*
 - d. Set dates for Manitowoc and Calumet County Library Advisory Committee meetings *ACTION REQUESTED*
11. Trustee Education- Discussion of the JFC Budget Committee Hearing in Brillion on March 18, 2015
12. Confirm date and set place for May 27th meeting
13. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director, at (920) 553-6257 or rpetersen@mcls.lib.wi.us. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.

**Public Notice of the Meeting of the
MANITOWOC-CALUMET LIBRARY SYSTEM
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**MANITOWOC-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, May 27, 2015 at 6:30 p.m.
Kiel Public Library
511 Third Street
Kiel, WI 53042**

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the March 25, 2015 Board meeting (enclosure #1) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. March and April, 2015 financial reports (enclosures #2 & #3) *ACTION REQUESTED*
 - b. Payment of April and May, 2015 bills (enclosure #4 & #5) *ACTION REQUESTED*
 - c. LARS financial report through April 2015 (enclosure #6) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #7) *ACTION REQUESTED*
6. System Director's report (enclosure # 8)
7. System IT/ILS report (enclosure #9)
8. Reports from directors of member libraries
9. Unfinished business
 - a. Update from the System Services Improvement Committee
 - b. Adopt a resolution designating a legal custodian of MCLS records (enclosure #10)
ACTION REQUESTED
10. New business
 - a. Annual County meetings report
11. Trustee Education
12. Confirm date July 29, 2015, and set place for meeting
13. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director at (920) 686-3051. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.

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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 Chilton Times Journal, and to those who have filed a written request for this notice, that a meeting of the Manitowoc-Calumet Library System Board of Trustees will be held on Wednesday, July 29, 2015 at 6:30 o'clock p.m. The meeting will be held at the Lester Public Library, Two Rivers, WI 54241. As of the date of this notice, the subject matter known to be intended for consideration is as follows:

**MANITOWOC-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, July 29, 2015 at 6:30 p.m.**

Lester Public Library
1001 Adams Street
Two Rivers, WI 54241

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the March 25, 2015 and May 27, 2015 Board meetings (enclosures #1 and #2) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to the operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. March, April, May and June, 2015 financial reports (enclosures #3, #4, #5 and #6) *ACTION REQUESTED*
 - b. Payment of April, May, June and July, 2015 bills (enclosures #7, #8, #9 and #10) *ACTION REQUESTED*
 - c. LARS financial report through June 2015 (enclosure #11) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #12) *ACTION REQUESTED*
6. System Director's report (enclosure #13)
7. System IT/ILS Specialist's report (enclosure #14)
8. Reports from directors of member libraries
9. Unfinished business
 - a. System Services Improvement Committee's Study Recommendations (enclosure #15) *ACTION REQUESTED*
 - b. Adopt a resolution designating a legal custodian of MCLS records (enclosure #16) *ACTION REQUESTED*
10. New business
 - a. Proposed Amendment to the Constitution and Bylaws located in Article V, Section 5: Quorum (enclosure #17) *ACTION REQUESTED*
 - b. 2016 LSTA Grant Applications (enclosure #18) *ACTION REQUESTED*
 - c. Schedule Finance Committee Meeting to review 2016 Budget Proposal and 2015 Budget Revision *ACTION REQUESTED*
 - d. Schedule Personnel Committee meeting for Director's annual performance review *ACTION REQUESTED*
 - e. Approve revision to page 4 of the System Annual Report(enclosure #19) *ACTION REQUESTED*
11. Trustee Education – WiscNet's CANs (Community Area Network) Project (enclosure #20)
12. Confirm date September 30, 2015 and set place for meeting
13. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director, at (920) 686-3051 or rpetersen@mcls.lib.wi.us. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.

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**MANITOWOC-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, September 30, 2015 at 6:30 p.m.**
Chilton Public Library
221 Park Street
Chilton, WI 53014

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the July 29, 2015 Board meeting (enclosure #1) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to the operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. July and August, 2015 financial reports (enclosures #2 and #3) *ACTION REQUESTED*
 - b. Payment of August and September, 2015 bills (enclosures #4 and #5) *ACTION REQUESTED*
 - c. July and August, 2015 LARS financial report (enclosure #6) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #7) *ACTION REQUESTED*
6. System Director's report (enclosure #8)
7. System IT/ILS Specialist's report (enclosure #9)
8. Reports from directors of member libraries
9. Unfinished business
10. New business
 - a. Personnel Committee report (enclosure #10) *ACTION REQUESTED*
 - b. Adopt revised job description for the MCLS Director (enclosure #11) *ACTION REQUESTED*
 - c. Finance Committee report (enclosure #12) *ACTION REQUESTED*
 - d. Adopt Line Item and Program Budgets (enclosures #13 and #14) *ACTION REQUESTED*
 - e. Adopt System Plan (enclosure #15) *ACTION REQUESTED*
 - f. Approve logo change *ACTION REQUESTED*
11. Trustee & Member Library Directors questions and concerns
12. Trustee Education – 2015 WLA Conference (enclosure #16)
13. Confirm and set place for November 18, 2015 meeting
14. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director, at (920) 553-6257 or rpetersen@mcls.lib.wi.us. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.

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**MANITOWOC-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, November 18, 2015 at 6:30 p.m.**

Brillion Public Library
326 North Main Street
Brillion, WI 54110

AGENDA

1. Call meeting to order (Proper notice has been given.)
2. Minutes of the September 30, 2015 Board meeting (enclosure #1) *ACTION REQUESTED*
3. Public comment (general comment on issues germane to the operations of MCLS)
4. Communications (any correspondence received germane to operations of MCLS)
5. Financial Business
 - a. September and October, 2015 financial reports (enclosures #2 and #3) *ACTION REQUESTED*
 - b. Payment of October and November, 2015 bills (enclosures #4 and #5) *ACTION REQUESTED*
 - c. LARS financial report (enclosure #6) *ACTION REQUESTED*
 - d. Reach Out and Read report (enclosure #7) *ACTION REQUESTED*
6. System Director's report (enclosure #8)
7. System IT/ILS Specialist's report (enclosure #9)
8. Reports from directors of member libraries
9. Unfinished business
 - a. Approve logo change *ACTION REQUESTED*
 - b. Approve purchase of new delivery van (enclosures #10, #11, #12, #13 and #14) *ACTION REQUESTED*
 - c. Adopt amended Line Item and Program Budget for 2016 (enclosure #15) *ACTION REQUESTED*
10. New business
 - a. Update of Board member appointments and reappointments for 2016-2018 (enclosure #16)
 - b. Designate Banking Institutions for 2016 *ACTION REQUESTED*
 - c. Appoint Board Officer Nominating Committee to nominate officers for 2016
 - d. Approve 2016 Resource Library Agreement (enclosure #17) *ACTION REQUESTED*
11. Trustee & Member Library Directors questions and concerns
12. Trustee Education – Cross County library payments (enclosure #18)
13. Select dates for 2016 meetings and confirm date (January 27) and set place for next meeting (enclosure #19) *ACTION REQUESTED*
14. Motion to adjourn

If you are unable to attend, please notify Rebecca Petersen, System Director, at (920) 686-3051 or rpetersen@mcls.lib.wi.us. If you require special needs accommodations for this meeting, please contact the System Director at least 48 hours in advance.