

**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 25, 2012 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 25, 2012 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 16, 2011 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, 2011 financial reports (enclosures #2 and #3) *ACTION REQUESTED*
 - b. Payment of December, 2011 and January, 2012 bills (enclosures #4 and #5) *ACTION REQUESTED*
 - c. LARS financial report through December, 2011 (enclosure #6) *ACTION REQUESTED*
6. System Director's report (enclosure #7)
7. System IT/ILS Specialist's report (enclosure #8)
8. Reports from directors of member libraries
9. Unfinished business
 - a. Adopt MCLS Long-Range Plan 2012-2014 (enclosure #9) *ACTION REQUESTED*
 - b. Finance Committee Report
10. New business
 - a. Election of Officers for 2012
 - b. Authorize President to sign the Annual Report *ACTION REQUESTED*
 - c. Schedule Personnel Committee to review MCLS employees' contracts *ACTION REQUESTED*
 - d. Approve revised Technology Assistance Grants Policy (enclosure #10) *ACTION REQUESTED*
11. Trustee Education
12. Confirm date and set place for March 28th 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, March 28, 2012 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 25, 2012 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, 2012 financial reports (enclosures #2 & #3) *ACTION REQUESTED*
 - b. Payment of February and March 2012 bills (enclosures #4 & #5) *ACTION REQUESTED*
 - c. LARS financial report through February 29, 2012 (enclosure #6) *ACTION REQUESTED*
6. System Director's report (enclosure #7)
7. System IT/ILS Specialist's report (enclosure #8)
8. Reports from directors of member libraries
9. Unfinished business
10. New Business
 - a. Recommendation from the Personnel Committee regarding the revision of MCLS employees' contracts regarding accrual of vacation and paid time off (PTO) *ACTION REQUESTED*
 - b. Set dates for Manitowoc and Calumet County Library Advisory Committee meetings *ACTION REQUESTED*
 - c. Discuss Library District Legislation proposal (enclosure #9)
 - d. Review 2011 Annual Report statements concerning public library system effectiveness (enclosures #10 & #11)
11. Trustee Education-Ron McCabe will present at 5:00pm
12. Confirm date and set place for May 30th 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.

**Second 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, May 30, 2012 at 6:30 o'clock p.m. The meeting will be held at the Kiel Public Library, Kiel, WI 53042. 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, May 30, 2012 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 28, 2012 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) (enclosure #2)
5. Financial Business
 - a. January, February, March, and April, 2012 financial reports (enclosures #3, #4, #5 & #6) *ACTION REQUESTED*
 - b. Payment of April and May, 2012 bills (enclosure #7 & #8) *ACTION REQUESTED*
 - c. LARS financial report through April 2012 (enclosure #9) *ACTION REQUESTED*
6. System Director's report (enclosure # 10)
7. System IT/ILS Specialist's report (enclosure #11)
8. Reports from directors of member libraries
9. Unfinished business
10. New business
 - a. Audit report (enclosure #12)
 - b. Annual County meetings report
 - c. Approve amended 2012 MCLS Budget (enclosures #13 and #14) *ACTION REQUESTED*
 - d. Announcement of LSTA grant categories for 2012
 - e. Approve a feasibility study to determine the viability of merging system resources and staff with the Eastern Shores Library System *ACTION REQUESTED*
11. Trustee Education – review of the MCLS Trustee Manual
12. Confirm date July 25, 2012 and set place for meeting
13. Motion to adjourn

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

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MANITOWOC–CALUMET LIBRARY SYSTEM
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**MANITOWOC-CALUMET LIBRARY SYSTEM BOARD MEETING
Wednesday, July 25, 2012 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 May 30, 2012 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) (enclosure #2)
5. Financial Business
 - a. May and June, 2012 financial reports (enclosures #3 and #4) *ACTION REQUESTED*
 - b. Payment of June and July, 2012 bills (enclosures #5 and #6) *ACTION REQUESTED*
 - c. May and June, 2012 LARS financial report (enclosure #7) *ACTION REQUESTED*
8. System Director's report (enclosure #8)
9. System IT/ILS Specialist's report (enclosure #9)
10. Reports from directors of member libraries
11. System Merger Committee recommendation (enclosure #10) *ACTION REQUESTED*
12. Unfinished business
13. New business
 - a. LSTA 2013 Grant Applications (enclosure #11) *ACTION REQUESTED*
 - b. Schedule Finance Committee Meeting to review 2013 Budget Proposal *ACTION REQUESTED*
 - c. Schedule Personnel Committee Meeting to establish timeline and procedure for Director's annual evaluation *ACTION REQUESTED*
14. Trustee Education –none this meeting
15. Confirm date September 26, 2012 and set place for meeting
16. 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, September 26, 2012 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 25, 2012 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) (enclosures #2 and #3)
5. Financial Business
 - a. July and August, 2012 financial reports (enclosures #4 and #5) *ACTION REQUESTED*
 - b. Payment of August and September, 2012 bills (enclosures #6 and #7) *ACTION REQUESTED*
 - c. July and August, 2012 LARS financial report (enclosure #8) *ACTION REQUESTED*
8. System Director's report (enclosure #9)
9. System IT/ILS Specialist's report (enclosure #10)
10. Reports from directors of member libraries
11. Unfinished business
 - a. System Merger update
12. New business
 - a. Personnel Committee report *ACTION REQUESTED*
 - b. Finance Committee report *ACTION REQUESTED*
 - c. Adopt Line Item and Program Budgets (enclosures #11 and #12) *ACTION REQUESTED*
 - d. Adopt System Plan (enclosure #13) *ACTION REQUESTED*
 - e. 2012 Resource Library Agreement (enclosure #14) *ACTION REQUESTED*
13. Trustee Education – 2012 WLA Conference
14. Confirm date November 14, 2012 and set place for meeting
15. 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 14, 2012 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 26, 2012 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, 2012 financial reports (enclosures #2 and #3) *ACTION REQUESTED*
 - b. Payment of October and November, 2012 bills (enclosures #4 and #5) *ACTION REQUESTED*
 - c. LARS financial report (enclosure #6) *ACTION REQUESTED*
6. System Director's report (enclosure #7)
7. System IT/ILS Specialist's report (enclosure #8)
8. Reports from directors of member libraries
9. Unfinished business
 - a. Approve revised 2013 System Plan (enclosure #9)
 - b. System merger discussions update; schedule Merger Committee meeting if necessary *ACTION REQUESTED*
10. New business
 - a. Update of Board member appointments and reappointments for 2013-2015 (enclosure #10)
 - b. Designate Banking Institution for 2012 *ACTION REQUESTED*
 - c. Designate auditor and authorize contract for 2012 audit *ACTION REQUESTED*
 - d. Appoint Board Officer Nominating Committee to nominate officers for 2013
11. Trustee Education
12. Select dates for 2013 meetings and confirm date (January 30) and set place for next meeting (enclosure #11) *ACTION REQUESTED*
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.