

**MINUTES**  
**MANITOWOC COUNTY LIBRARY SERVICES ADVISORY COMMITTEE**  
**May 15, 2018**

The annual meeting of the Manitowoc County Library Services Advisory Committee was held at the Manitowoc Public Library on May 15, 2018.

**Members present:** Julia Davis, Jeff Dawson, Julie Grinde, Paul (Biff) Hansen, Cheryl Kjelstrup, Rebecca Petersen, David Stoelting, Peggy Turnbull, Robert Vollendorf

**Members absent:** Jim Baumann, Rani Beckner, Barb Bundy-Jost, Adam Glodowski, Rick Henrickson, Todd Holschbach, Michelle Krajnik, Cheryl Nessman, Trisha Sabel, Jeremy Sehloff, Kristin Stoeger, Collette Tegen, Lee Thennes

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

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

**Minutes:** A motion was made by Vollendorf and seconded by Kjelstrup to approve the minutes of the May 16, 2017, Manitowoc County Library Services Advisory Committee meeting. Motion carried.

**Review of Agreement and Plan:** Petersen 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 this service to rural county residents. A motion was made by Grinde and seconded by Dawson to reaffirm the *Manitowoc County Agreement and Plan for Public Library Service*. Motion carried.

**Budget Request:** Petersen handed out a revised Enclosure #4 to attendees, reflecting the addition of the numbers from Monarch Library System, which were not available at time of packet mailing. A motion was made by Turnbull and seconded by Kjelstrup to adopt the revised version of the *2019 Budget Request to Manitowoc County for Library Services received in 2017* (Enclosure #4). Motion carried.

Discussion was held concerning the significant decrease of 26% in 2017 circulations to non-city residents, which will result in less money to the Manitowoc Public Library in 2019. It was noted that electronic check-outs, which are not counted in these circulation statistics, are increasing.

**Timetable and Procedures for Submitting Budget Request:** Petersen will submit the budget request to the County Clerk, County Comptroller, and County Executive prior to the deadline of July 1, 2018.

**Possible Appointments to Municipal Library Boards** (Enclosure #6): No changes were made to the number of appointees. The formula is spelled out in the *Manitowoc County Agreement and Plan for Public Library Service* and is part of Chapter 43. Contact Bob Ziegelbauer if you would like to nominate someone for your board.

Representatives, possibly a group representing the Manitowoc County public libraries, are welcome to attend Manitowoc County Board meetings. Contact Jim Brey to be put on the agenda.

There being no further business, the meeting was adjourned at 5:17 p.m. upon a motion by Kjelstrup and seconded by Dawson. Motion carried.

Respectfully submitted,

Amy Eisenschink