

# Monarch Library System Board of Trustees

Kewaskum Town Hall  
9019 Kettle Moraine Drive  
Kewaskum, WI 53040  
and Virtual Meeting

**Date:** Thursday, July 22, 2021,    **Called to Order:** 6:00 p.m.    **Adjourn** 7:35 p.m.

1. **Call to Order – Properly Noticed in accordance with Wisconsin Open Meeting Laws** - At 6.00 p.m. Tom Doane –Board President called the meeting to order, and a quorum was present. In addition, the meeting was posted per the open meeting law.
2. **Roll Call:** Jeff Caine, Kristine Deiss, Tom Doane, Bill Goehring, Harold Johnson, John Katzka, Kay Marose, Mugs McFadden, Joyce Nelson, Wendy Schobert, Wendy Sprenger and Dan Stoffel.

**Absent:** Josh Hass and Doug Rakowski

**Also, Present:** Elizabeth Daniels – Iron Ridge Public Library Director, Alex Harvancik – Horicon Public Library Director, Alison Hoffman – MLS Staff, Lynn Huether – MLS Staff, Kim Niesing – MLS Staff, Robert Nitsch – MLS Staff, Maeve Quinn – Mead Public Library Board President and Camrin Sullivan – Lakeview Community Library Director

3. **Public Comment & Correspondence** – Maeve Quinn – Mead Public Library Board President gave an update on the person that will be replacing Nancy Mannchen as the representative from the Resource Library to the Monarch Library System Board of Trustee. Maeve Quinn announced that she will be the new representative for the Resource Library to the board starting in August of 2021.
4. **Approval of Agenda:**
  - Joyce Nelson made a motion to approve the agenda for July 22, 2021, meeting. Seconded by Mugs McFadden, the motion carried by voice vote.
5. **Approval of the Minutes:**

Per the discussion the minutes will be amended because a name was missed.

  - Bill Goehring made a motion to approve the amended minutes from May 13, 2021, meeting. Seconded by Kristine Deiss, the motion carried by voice vote.
6. **Approval of Expenditures and Financial Reports:** Dan Stoffel – Finance Committee Chairperson presented the expenditures for May 2021 and June 2021 and answered any questions regarding the expenditures. The June 2021 financial reports will be filed.
  - Jeff Caine made a motion to approve the May 2021 Expenditures. Seconded by Mugs McFadden, the motion carried by voice vote.
  - Dan Stoffel made a motion to approve the June 2021 Expenditures. Seconded by Kay Marose, the motion carried by voice vote.

**7. Monarch Library System Update:** Robert Nitsch – MLS Staff gave an update to the board members on the status of the State Backup Project and how we are currently processing the backups until the State Backup Project is ready to go. Also, he explained how the State Backup Project is looking into ways to fund the purchase of the next generation. Also, Robert Nitsch – MLS Staff gave a quick update on the status of the new Monarch Connect and Share and the training schedules for the libraries and staff.

**8. Committee Reports:**

**A. Executive Committee:** Tom Doane – Executive Committee Chairperson presented the Executive Committee report. The Executive Committee currently has nothing to report.

**B. Finance Committee:** Dan Stoffel – Finance Committee Chairperson presented the report. The Finance Committee met before tonight board meeting tonight to go over a few items to be presented to the full board.

1. Dan Stoffel explained to the board members that the system will be getting additional state aid in 2022 and 2023. In 2022, the amount will be \$178,000 and Lynn Huether – MLS Staff allocated the funds for various projects/programs. Dan Stoffel is recommending to the full board that the 2022 Budget be approved and with the knowledge some line items may change when the final numbers are made available.
  - Joyce Nelson made a motion to accept the recommendation for the approval of 2022 Budget with the knowledge that some line items may change when the final numbers are made available. Seconded by Mugs McFadden, motion carried by voice vote.
2. Dan Stoffel explained to the board members that the lease on Route 3 truck is ending in August of 2021. Moreover, Penske will extend the lease for one more year with no increase on cost. Per the discussion Lynn Huether – MLS Staff explained that Penske is responsible for all repairs, and they will provide rentals if the truck is not available. Dan Stoffel is recommending to the full board that we accept Penske one year lease extension.
  - Joyce Nelson made a motion to accept the recommendation for the approval of the one-year lease extension with Penske for Route 3 truck. Seconded by Mugs McFadden, motion carried by voice vote.

**C. Operations Committee:** John Katzka – Operations Committee Chairperson presented the report. John Katzka asked the board members to review that MLS Policy on Policies document and to be ready to discuss and vote it at the next board meeting.

**D. Bookmobile Committee:** Bill Goehring – Bookmobile Committee Chairperson presented the report. Bill Goehring informed the board members that at the Bookmobile Committee meeting on June 1, 2021, they approved the Bookmobile 2022 Budget. The Bookmobile budget is included in the Monarch Library System 2022 Budget as a department that is report to DPI. The bookmobile will be off the road starting on Friday, August 13, 2021, and return on Tuesday, August 24, 2021, for the replacement of the

wrap. Moreover, the library assistant/driver quit, and we will be looking for a new employee. Moreover, Bill Goehring stated that he would help Lisa Haartman – MLS Staff the Bookmobile Manager with the interview process.

9. **Closed Session:** Jeff Caine made a motion to move into closed session. Seconded by Tom Doane and roll call was taken with a voice of yes and they moved into closed session at 6:20 pm.

10. **Reconvene to Open Session:** John Katzka made a motion to return to open session at 7:30 pm. Seconded by Kristine Deiss, motion carried by voice vote.

Dan Stoffel gave an overview of the closed session stating that Tom Doane – MLS Board President will offer the candidate the position, then Tom Doane – MLS Board President and Dan Stoffel – MLS Board Treasurer will negotiate salaries and benefits and will work with the Executive Search person on any other items that may need to be addresses.

11. **Next Meeting:** The next meeting is scheduled for Thursday, September 9, 2021, starting at 6:00pm. Until further notice the meetings will be virtual and Kewaskum Town Hall will be the location holding the in-person meeting

12. **Adjourn:** At 7:35pm, Mugs McFadden made a motion to adjourn the meeting. Seconded by Kay Marose, motion carried by voice vote.