

AGENDA
MONDAY, JULY 1, 2024 – 1:00 PM
OCONTO COUNTY LIBRARY PLANNING COMMITTEE
301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041
OCONTO WI 54153
www.co.oconto.wi.us

This is an open meeting of a Non-Standing Committee of the Oconto County Board of Supervisors. Notice of this meeting was given to the public at least twenty-four hours prior to the meeting, by forwarding the complete agenda to the newspapers and to all news media who have requested the same as well as by posting. Copies of the complete agenda were available for inspection at the Office of the County Clerk and from the County's website calendar: www.co.oconto.wi.us

Anyone who wants to address an agenda item or give a presentation and/or communication at the meeting must contact the Chair at least 48 hours prior to the scheduled meeting. Communications or presentation requests received less than 48 hours prior to the scheduled meeting may be heard at the Chair's discretion.

- 1. Call to Order**
- 2. Approval of Agenda**
 - 2.1. Change of Sequence**
 - 2.2. Removal of Items**
- 3. Communications**
- 4. Approval of Previous Meeting Minutes (Enc.)**
- 5. Update on Library Service Plan Presentations held in Lakewood, Suring and Oconto**
- 6. Discuss Changes for the Oconto County Library Services Plan 2025-2029; possible action**
- 7. Public Comment**
- 8. Identify Future Agenda Items**
- 9. Announcements/General Information (No action to be taken)**
- 10. Set Next Meeting Date**
- 11. Adjournment**

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the Nicolet Federated Library System at 920-448-4414 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

- c: Committee; County Administrator, Finance Director, Corporation Counsel, Library Services Board Members, County Librarians, NFLS, Oconto County Board Chair, Media (via email); County Website; Central File, Official Posting Location (Physical Copy)

kp/Date Posted: 06/28/2024

MINUTES
TUESDAY, JUNE 11, 2024 – 1:00 PM
OCONTO COUNTY LIBRARY PLANNING COMMITTEE
301 WASHINGTON STREET, COURTHOUSE BUILDING “A” ROOM #3041
OCONTO WI 54153
www.co.oconto.wi.us

(Draft minutes, not approved by Committee)

COMMITTEE PRESENT: Debra Schroeder, Farnsworth Public Library Rep; Judy Patenaude, Lena Public Library Rep; Kathleen Marsh, Lakes Country Library Rep; Susan Mogged, Oconto Falls Library Rep; Joan Denis, Nicolet Federated Library Systems Board Rep; Al Sleeter, Administration Committee Rep; LoAnn Elbe, Suring Library Rep; Tom Bitters, County Board Supervisor Rep; Vicki Gooding, Library Services Board Rep.; David Parmentier, County Board Supervisor Rep; Dawn Byars, Gillett Public Library Rep.

COMMITTEE ABSENT: None.

OTHERS PRESENT: Richard Heath, County Administrator; Lisa Sherman, Finance Director; Kim Pytleski, County Clerk; Shannon Stoner, Gillett Public Library; Amy Peterson, Farnsworth Public Library; Katie Essermann, Lakes Country Library; Jill Trochta, Suring Public Library; Tracy Vreeke, NFLS; Jean Grosse; David VanZeeland, District 29; Bonnie Hearley; Kathy Goldschmidt, Deputy County Clerk; Ben Pytleski, Lena District Administrator; Linda McKenna, Beth Trudell.

12. Call to Order

Chair Schroeder called the meeting to order at 1:01 p.m.

Richard Heath, County Administrator, introduced himself and gave a brief history of his background.

13. Approval of Agenda

13.1. Change of Sequence – None.

13.2. Removal of Items – None.

Motion by Elbe/Patenaude to approve the agenda. The motion was voted on and carried.

14. Communications – None.

15. Approval of Previous Meeting Minutes

Patenaude/Elbe motioned to get the minutes of 05/14/2024 on the floor. Correction on item #10 “circs to join libraries plus \$37,000 **per library** by 2029) with an annual review”. Typo’s on the names of David VanZeeland, and McKenna and various punctuation. Motion by Sleeter/Patenaude to approve the minutes of 05/14/2024 as amended. The motion was voted on and carried.

16. Library Service Plan Report Preparation for Administrative Committee

Kim Pytleski, County Clerk, explained at the last meeting the committee wanted a timeline of what the committee accomplished since last year. Pytleski drafted a presentation for today which will also be presented at the Administration Committee on June 13, 2024, and at the County Board Meeting on June 20, 2024. Lisa Sherman, Finance Director, reviewed handout of payments; Option C (future payments), Actual Payments received from previous years, and explained total levy versus base levy. Pytleski handed out the draft presentation and reviewed the following: Vocabulary, Timeline of County Board Action, Funding 101-The IN and OUT of Funds, History of Funding, and Apportionment/Allocation Future/Adoption of Plan, discussion followed. Committee asked when the County started to receive invoices from Brown County, Sherman will look into and report back.

17. Discuss Changes for the Oconto County Library Services Plan 2025-2029; possible action

Pytleski handed out the Oconto County Library Service Plan for 2025-2029 and asked if anyone had any changes. Changes in purple were made by Erik Pritzl prior to leaving. Debra Schroeder thought the Mission and Vision statement should be added to the plan. The Mission and Vision should read as follows: *The mission of the Library Service Plan, like the Mission of Oconto County, is to responsibly serve and support the libraries in Oconto County.* Due to time constraints, Al Sleeter, Administration Committee Representative, asked if a few members would be willing to meet to review the language and the funding would be reviewed by the whole group. Debra Schroeder, Vickie Gooding, Kathy Marsh, and Kim Pytleski volunteered to review the language. Discussion was held on funding, decision would be made at a future meeting.

18. Set Dates for Public Hearings

Public Hearings are set for August 15, 2024, at the Gillett Public Library from 5:00 p.m. to 6:00 p.m. proceeding at the Lakewood Public Library August 15, 2024, from 7:00 p.m. to 8:00 p.m. Tracy Vreeke, NFLS, stated she could set up a virtual meeting as well.

19. Public Comment

* Bonnie Hearly stated she had no idea of what the Library Planning Committee entailed and stated it is an honor to sit in on the meetings and thanked the committee for their knowledge.

20. Identify Future Agenda Items

- Library Service Plan Report Presentation.
- Discuss Changes for the Oconto County Library Service Plan 2025-2029; possible action.

21. Announcements/General Information (No action to be taken)

- Lakes Country Public Library sent an invitation cordially inviting the committee to the dedication of the new building and renovation project to be held July 27, 2024, at 11:00 a.m.

22. Set Next Meeting Date

The next regular meeting of the Library Planning Committee is July 1, 2024 at 1:00 p.m.

23. Adjournment

Motion by Mogged/Gooding to adjourn the meeting at 3:33 p.m. The motion was voted on and carried.

kg/Date Posted: 06/19/2024