

**Minutes of the
Nicolet Federated Library System
Grant Committee
Thursday, March 30, 2023 at 12:00 p.m.**

Present: Corrie Campbell, Chair, Marsha Hoefts, Penny Habeck, Julia Wallace; Rebecca Berger (Ex-Officio), Tracy Vreeke, Director (NFLS), Hannah Good Zima (NFLS)

Absent: Cheryl Maxwell

MINUTES

1. **Welcome & Introductions.** The meeting was called to order at 12:00 p.m.

2. **Agenda Revisions.** None.

3. **Open Forum.** None.

4. **Approval of the August 4, 2022 and August 11, 2022 Minutes.**

Member Hoefts made a motion to approve the August 4 and August 11 minutes.
Member Wallace seconded the motion. **Motion carried.**

5. **Approval of the 2023 Library Services Grant Awards.**

The Committee will review the application at the next meeting to request more specific information regarding the grant project and budget specifics from the libraries. Nicolet's Marketing Coordinator will also work to publicize all grant awards the system gives out to its member libraries as a way of educating the community about the work it does.

Member Wallace made a motion to approve the 2023 Library Service Grant applications contingent upon member library board approval. Member Habeck seconded the motion.
Motion carried.

6. **Approval of the 2023 Youth Services Support Grant Awards.**

The Committee will require library board approval for this application next year.

Member Habeck made a motion to approve the 2023 Youth Services Support Grant applications. Member Wallace seconded the motion. **Motion carried.**

7. **Approval of 2023 WLA Leadership Development Institute Grant Award.**

Director Vreeke informed the Committee that there are excess funds CE funds which can be utilized to fund the second applicant for the program.

Member Berger made a motion to approve grant wards for Rice and Gromowski.
Member Habeck seconded the motion. **Motion carried.**

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8. Approve the 2023 Improvement and Innovation Grant Process, Review Procedures and Applications.

The Committee approved the application and evaluation with the following revisions to the application:

- Grant funds will be used in the areas of Workforce and Economic Development, Information Technology, and Reading Proficiency & Lifelong Learning. Additional descriptions and examples will be included in the application materials.
- Collaboration with other libraries and/or community partners is encouraged, but not required.
- Require library board approval.
- Include a question regarding how the library plans to sustain the program.
- Add an option for libraries to submit their project for pre-proposal review.

9. Adjourn.

Member Habeck made a motion to adjourn. Member Wallace seconded the motion. **Motion carried.** The meeting was adjourned at 1:13 p.m.

Respectfully Submitted,
Hannah Good Zima, Reporting Secretary