**MCFLS Staffing Chart**

**Who to ask?**

**Steven Heser**—414-286-8149, steve.heser@mcfls.org
- Legal
- Financial
- Member or other agreements
- Questions that would go to DPI
- LDAC agenda or other
- If you don’t know who to ask, ask Steve

**Jennifer Schmidt**—414-286-5934, jennifer.schmidt@mcfls.org
- Sierra Integrated Library System (ILS)
- CountyCat – Public Discovery Catalog
- Support for Electronic resources, OverDrive, hoopla
- Statistics and reporting
- Cataloging and technical services support
- MCFLS website

**Deb Marett**—414-286-5138, deb.marett@mcfls.org
- System wide communication and newsletters
- Marketing and public relations activities
- Consultation on marketing topics
- Graphic design and editing
- MCFLS website

**Belinda Lai**—414-286- , belinda.lai@mcfls.org
- Sierra Integrated Library System (ILS)
- CountyCat – Public Discovery Catalog
- Support for Electronic resources, OverDrive, hoopla
- MCFLS Help Desk support
- Statistics and reporting

**Eric Henry**—414-286-8684, eric.henry@mcfls.org
- Network issues
- Email
- Computer equipment
- Firewall, wireless
- Technical configuration
- MyPC server and configuration
- Moving equipment

**Brittney Hornung**—414-286-5148, brittney.hornung@mcfls.org
- Delivery
- Money/fine collection
- Library director certification
- Billing
- Human resources
- Continuing Education offerings

**Kellie Nimphius**—414-286-3520, kellie.nimphius@mcfls.org
- Sierra support and all permissions
- CountyCat – Public Discovery catalog
- Main MCFLS Help Desk contact
- Supply requests
- Member library hours and days closed
- Support for OverDrive, hoopla, and shared resources

Revised: 6/29/2023
MCFLS Staffing Chart

7 Member
Board of Trustees

Steve Heser
System Director

Eric Henry
Network Administrator/
PC Support Specialist

Jennifer Schmidt
Library Systems
Administrator/Member
Services

Deb Maret
Public Information
Coordinator

Brittney Hornung
Business Manager/
Personnel Assistant

Belinda Lai
Library Systems
Technician/Member Services

Kellie Nimphius – 25 hours
Administrative Assistant/
Member Services

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