

MINUTES OF THE MEETING OF
THE MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES
FEBRUARY 28, 2011

The regular meeting of the Manitowoc Public Library Board of Trustees was called to order in the Board Room at Manitowoc Public Library by President David Gratz at 5:29 p.m., Monday, February 28, 2011.

TRUSTEES PRESENT: Diedrich, Gratz, Hazlewood, Kornely, Sczygelski, Stokes, and Waldron

TRUSTEES ABSENT: Kadow, Pfeffer, Schmidt, and Vollendorf

OTHERS PRESENT: Stewart, Davis, Sharon Cornils (Personnel Director, Manitowoc County), Eisenschink, Cerkas, Roecker, Herrmann, Koch, Horbeck, Stodola, Delorme (AFSCME Staff Representative)

MINUTES: A motion was made by Hazlewood, seconded by Kornely, to approve the minutes of the January 24, 2011 Board of Trustees regular meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Stokes, seconded by Diedrich, to approve the Financial Management Report for the month of December 2010 (Final) in the amount of \$306,709.82. Motion carried.

A motion was made by Stokes, seconded by Kornely, to approve the Financial Management Report for the month of January 2011 in the amount of \$178,921.38. Motion carried.

CHECK REGISTER: A motion was made by Stokes, seconded by Waldron, to approve the Manitowoc Public Library operating check register for the month of February 2011 in the amount of \$42,524.69. Motion carried.

A motion was made by Stokes, seconded by Kornely, to approve the Manitowoc Public Library Foundation Checking check register for the month of February 2011 in the amount of \$912.53. Motion carried.

There was a unanimous decision among all Trustees present to move Agenda item #8 **Convene in closed session** before item #5 **Public Comment**.

CLOSED SESSION: A motion was made by Kornely, seconded by Waldron, to enter into closed session as authorized by Section 19.85 (1) (e) and Section 111.70; Section 19.85 (1) (g) of the Wisconsin Statutes which provide that a governmental body may meet in closed session for the following purposes:

(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter which will be considered in the closed session is the following: Hearing of Grievance dated January 17 (2011-02) – Library’s use of volunteers; Hearing of Grievance dated January 4 (2011-01) – Library revised job descriptions; Discussion of negotiations and strategy for Grievance dated February 11 (2011-04) – Management refuses to schedule employees as in the past.

(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The specific subject matter which will be considered in the closed session is the following: Update on pending litigation

Motion carried with a roll call vote and the Board entered into closed session at 5:38 p.m.

OPEN SESSION: A motion was made by Waldron, seconded by Kornely, to enter into open session. Motion carried with a roll call vote and the Board reconvened in open session at 6:17 p.m.

A motion was made by Stokes, seconded by Kornely, so move to deny Grievance dated January 17 (2011-02) – Library’s use of volunteers. Motion carried.

A motion was made by Sczygelski, seconded by Stokes, so move to table Grievance dated January 4 (2011-01) – Library revised job descriptions, pending a review of cases provided by Mark Delorme (AFSCME Staff Representative). Motion carried.

Trustee Sczygelski left the meeting at 6:19 p.m.

PUBLIC COMMENT: None

CORRESPONDENCE: A letter from Bob Bocher, DPI announcing that the state officially declined the federal BadgerNet fiber grant, was included in the packets.

COMMITTEE REPORTS: The Personnel Committee met at 4:30 p.m., Monday, February 28, 2011. Chair Chris Kornely presented an update to the board.

DIRECTOR’S REPORT: Copies of the Director’s Report for the period January 2011 thru February 15, 2011 were included in the board packets, as well as highlights from the Department Managers’ Reports for the month of January 2011.

Stewart also talked about the newly revised Employee Handbook, which was distributed to each Board Member at the meeting.

TRUSTEE MANUAL REVIEW: Chapter 11 “Planning for the Library’s Future” will be presented by Trustee Hazlewood at the March 28, 2011 meeting.

NEW BUSINESS: There was no action taken at this time regarding the **Proposal of Trustee Biography Form.**

A motion was made by Kornely, seconded by Stokes, so move to approve the **Foundation Funding Plan for 2011**. Motion carried.

A motion was made by Hazlewood, seconded by Waldron, so move to adopt the **Meeting Room Policy and Procedure** updates with a change in wording in the first paragraph to read “The Manitowoc Public Library provides space for community meetings to further the Library’s role as **a community** center”. Motion carried.

There was discussion among Trustees over the pending State Budget Repair Bill regarding the impact it may have on the Library Budget.

The next meeting of the Board of Trustees will be Monday, March 28, 2011 at 5:30 p.m.

There being no further business to come before the Board, a motion was made by Waldron, seconded by Hazlewood, to adjourn. Motion carried. The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary