

AGENDA
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
Monday, November 28, 2011
5:30 P.M.

1. Call to Order
2. Approval of Minutes (*action requested*)
 - a. Building Committee (October 24, 2011)
 - b. Regular Meeting (October 24, 2011)
3. Approval of Financial Management Report (*action requested*)
 - a. October 2011
4. Approval of Bills/Check Register (*action requested*)
 - a. MPL Operating/Budget with the City of Manitowoc (November 2011)
 - b. MPL Foundation/Checking Account (November 2011)
5. Public Comment (General Comment on Issues Germane to the Operation of the Library)
6. Committee Reports
 - a. Personnel Committee
7. Director's Report
 - a. Manager's Reports (highlights)
8. Trustee Manual Review
 - a. Chapter 16 – *Ethics and Conflict of Interest Laws Applying to Trustees* and Chapter 17 – *Membership in the Library System* presented by Trustee Ralph Sczygelski
 - b. *Community Centered: 23 Reasons why the Library is the Most Important Place in Town* article to be distributed
9. New Business
 - a. 2012 Holiday Schedule (*possible action*)
 - b. Job Description for Clerk position (*possible action*)
10. Adjourn

**Next regular meeting:
December 19, 2011 at 5:30 p.m.**