

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES
September 24, 2012

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 Linda Hunter at 4:30 p.m., Monday, September 24, 2012.

TRUSTEES PRESENT: Brandel, Gratz, Holschbach, Hunter, Kornely, Sczygelski, Stokes, and Vollendorf

TRUSTEES ABSENT: Hazlewood, Hennessey, and Waldron

OTHERS PRESENT: Stewart, Davis, Muchin Young, and Sandra Murzyn (artist)

MINUTES: A motion was made by Gratz, seconded by Stokes, to approve the minutes of the August 27, 2012 Committee of the Whole meeting, the August 27, 2012 Regular Board meeting, and the September 11, 2012 Building Committee meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Kornely, seconded by Gratz, to approve the Financial Management Report for the month of August 2012 in the amount of \$208,095.88. Motion carried.

CHECK REGISTER: A motion was made by Kornely, seconded by Holschbach, to approve the Manitowoc Public Library operating check register for the month of September 2012 in the amount of \$60,917.66. Motion carried.

A motion was made by Kornely, seconded by Holschbach, to approve the Manitowoc Public Library Foundation Checking check register for the month of September 2012 in the amount of \$337.81. Motion carried.

PUBLIC COMMENT: None

CORRESPONDENCE : None

COMMITTEE REPORTS: Trustee Vollendorf reported that the Building Committee voted to contract with Voyager Woodworks and Supply of Two Rivers for the service desk project.

DIRECTOR'S REPORT : A copy of the August thru September, 2012 Director's Report and manager highlights were included in the board packets.

Stewart introduced Sandra Murzyn, a local artist, who unveiled her portrait of library benefactor Albert Schuette.

Stewart reported on the proposed Mayor's budget. The 2013 appropriation for the Library is \$100,028 less than in 2012. The 2012 amount is listed as \$1,420,545, yet it should be \$1,470,573.

Stewart reported that the Mayor suggested the 2013 budget be balanced with the undesignated fund balance. Trustee Gratz noted another option would be to look at the 2012 budget and not use the reserves. Trustees asked Stewart and President Hunter to meet with Mayor Nickels and finance director, Steve Corbeille.

There was discussion regarding the existing circulation desk and what should be done with it once the new service desk is in place. Some suggestions were to possibly give it to another city or county department.

Stewart commented on MPL's current music CD collection. She is asking staff to establish guidelines for the collection based on number of CD's per genre.

OLD BUSINESS: A motion was made by Gratz, seconded by Brandel, so move we change the new page hire rate for 2013 to \$9.22 per hour. Motion carried.

NEW BUSINESS: A motion was made by Vollendorf, seconded by Stokes, so move to approve the transfer of funds from Technical Services OCLC line to Facilities Professional Services line. Upon further discussion, motion carried.

A motion was made by Vollendorf, seconded by Holschbach, so move to accept the Resource Library Agreement with Manitowoc-Calumet Library System. Upon further discussion, motion carried.

The next meeting of the Board of Trustees will be Monday, October 22, 2012 at 5:30 p.m.

There being no further business to come before the Board, a motion was made by Brandel, seconded by Kornely, to adjourn. Motion carried. The meeting adjourned at 5:27 p.m.

Respectfully submitted,

Mary Davis, Recording Secretary