

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES
October 22, 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 5:30 p.m., Monday, October 22, 2012.

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

TRUSTEES ABSENT: Hazlewood and Stokes

OTHERS PRESENT: Stewart, Davis, Verhelst, Ellison, Horbeck, and Eisenschink

MINUTES: A motion was made by Vollendorf, seconded by Holschbach, to approve the minutes of the September 24, 2012 Regular Board meeting. Motion carried.

A motion was made by Gratz, seconded by Vollendorf, to approve the minutes of the October 8, 2012 Committee of the Whole meeting as amended. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Kornely, seconded by Sczygelski, to approve the Financial Management Report for the month of September 2012 in the amount of \$196,324.25. Motion carried.

CHECK REGISTER: A motion was made by Kornely, seconded by Gratz, to approve the Manitowoc Public Library operating check register for the month of October 2012 in the amount of \$45,548.25. Motion carried.

A motion was made by Kornely, seconded by Brandel, to approve the Manitowoc Public Library Foundation Checking check register for the month of October 2012 in the amount of \$643.44. Motion carried.

PUBLIC COMMENT: None

CORRESPONDENCE : None

COMMITTEE REPORTS: None

TRUSTEE EDUCATION: Adult Services Librarian David Ellison demonstrated the new Manitowoc County Proper Name Index database available on the library's website. The Index is a partial list of names occurring in newspapers, local history books, plat maps, church records and various other local sources.

Trustee Brandel volunteered to review Chapter 20 The Library Board and Building Accessibility at the December 17, 2012 regular meeting.

DIRECTOR'S REPORT : A copy of the September thru October, 2012 Director's Report

and manager highlights were included in the board packets.

Trustee Brandel commented on how great it was for Outreach and Development Associate Heidi Simonar, **to be involved in the “Partnership for Children” meetings hosted by the United Way.** Stewart also mentioned Children’s Services Manager Ann Herrmann has volunteered to be trained so we can be an assessment site.

Stewart reported that MCLS Director Becky Petersen has received a quote from Sirsi (ILS) that would extend the contract until 2016 and lower the total cost by about \$20K. Stewart mentioned the initial cost would include \$17K for hardware, but she had reservations about putting money into the equipment.

There was discussion regarding the removal of trees along Eighth Street due to them blocking the view. Several board members commented the trees provide shade in the summer; which could defray cooling costs. There was no interest in replacing or removing the trees.

Stewart reported the library has been billed from the City for services rendered from the **Attorney’s office and from DPW.** The board questioned if this was a new procedure for all city departments. Trustee Hennessey has volunteered to check into this new billing procedure with the City of Manitowoc.

OLD BUSINESS: There was much discussion regarding the 2013 Budget, with Stewart posing the question, what obligation and at what point do we communicate to the public the reduction in the 2013 appropriation. Stewart feels the public should have forewarning of possible hours reduction. It was suggested by several Trustees to have patron involvement by having them list what services is a priority to them. The Board asked Stewart to write a letter to the media and the public. Stewart said a letter could be distributed using the email list used for the e-newsletter. Stewart agreed she would be able to send the letter before November 5. Trustee Hennessey announced on November 5, 2012 there is a public input session at City Hall regarding the 2013 budget.

NEW BUSINESS: A motion was made by Vollendorf, seconded by Waldron, so move we send a letter to the City Council requesting the \$50,028 be put back in to the budget. Motion carried.

A motion was made by Gratz, seconded by Kornely, so move we table item number 11b. **Review “Growing Librarians Campaign” until next meeting. Motion carried.**

CLOSED SESSION: A motion was made by Vollendorf, seconded by Gratz, to enter into closed session as authorized by Section 19.85 (1)(e) and Section 111.70 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 and for the purpose of collective

bargaining.

The specific subject matter which will be considered in the closed session is the following: **Review “Notice of Intent: AFSCME Local 731”** .

The motion carried with a roll call vote and the Board entered into closed session at 7:11 p.m.

OPEN SESSION: A motion was made by Sczygelski, seconded by Kornely, to enter into open session. Motion carried with a roll call vote and the Board reconvened in open session at 7:13 p.m.

There being no further business to come before the Board, a motion was made by Kornely, seconded by Vollendorf, to adjourn. Motion carried. The meeting adjourned at 7:14 p.m.

Respectfully submitted,

Mary Davis, Recording Secretary