

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
September 23, 2013

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, September 23, 2013.

TRUSTEES PRESENT: Gratz, Hennessey, Holschbach, Hunter, Kornely, Reinertson, and Vollendorf

TRUSTEES ABSENT: Brandel, Hazlewood, and Stokes

OTHERS PRESENT: Stewart, Davis, Pajewski, and Juza

MINUTES: A motion was made by Gratz, seconded by Hennessey, to approve the minutes of the August 26, 2013 Regular Board meeting. Motion carried.

A motion was made by Vollendorf, seconded by Gratz, to approve the minutes of the August 26, 2013 Buildings Committee meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Kornely, seconded by Holschbach, to approve the Financial Management Report for the month of August 2013 in the amount of \$203,602.96. Motion carried.

CHECK REGISTER: A motion was made by Kornely, seconded by Hennessey, to approve the Manitowoc Public Library operating check register for the month of September 2013 in the amount of \$44,772.99. Motion carried.

A motion was made by Kornely, seconded by Vollendorf, to approve the Manitowoc Public Library Foundation checking check register for the month of September 2013 in the amount of \$702.00. Motion carried.

PUBLIC COMMENT: None

TRUSTEE EDUCATION: Coordinator of Materials Stacie Pajewski presented to the board the updated six volume set of *Tombstone Inscriptions, Manitowoc County Wisconsin*, emphasizing their value and how they can be used. This project was funded through a Grant from the West Foundation.

CORRESPONDENCE: Thank you letter to Mr. Jim Ruffolo was included in the board packets.

DIRECTOR'S REPORT: Stewart reported on the Community Partners in Literacy program and the success of two more learners on track to becoming U.S. Citizens.

The Friends have donated \$2,000 to reupholster four more chairs.

The Buildings Committee will need to meet in early October to review the lighting project recommendation submitted by Somerville Architects and Engineers.

The MPL Foundation taxes have been paid for 2012 and are now in compliance with the IRS.

Stewart talked about possibly adding Microsoft Office products to the public computer stations.

OLD BUSINESS: There was discussion regarding the 2014 Budget. Stewart and Brandel met with Mayor Nickels and Steve Corbeille on August 27, 2013. The long term goal of the Board is to sustain the reserve fund without having to cut services.

NEW BUSINESS: A motion was made by Gratz, seconded by Vollendorf, so move to accept the revisions to Library Card Policy with the agreement of possibly adding "Legal Guardian" to the last sentence of letter "b" under section titled Implementation. Motion carried.

There being no further business to come before the Board, a motion was made by Kornely, seconded by Holschbach, to adjourn. Motion carried. The meeting adjourned at 6:25 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary