

AGENDA
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
Monday, January 27, 2014
5:30 P.M.

1. Call to Order
2. Approval of Minutes (*action requested*)
 - a. Buildings Committee Meeting (December 16, 2013)
 - b. Regular Board Meeting (December 16, 2013)
3. Approval of Financial Management Report (*action requested*)
 - a. December 2013
4. Approval of Bills/Check Register (*action requested*)
 - a. MPL Operating/Budget with the City of Manitowoc (FINAL December 2013)
 - b. MPL Operating/Budget with the City of Manitowoc (January 2014)
 - c. MPL Foundation/Checking Account (January 2014)
5. Public Comment (Persons wishing to address the library board may notify the board president and/or library director prior to the meeting at which they intend to speak)
6. Correspondence (Review of Correspondence Germane to the Operation of the Library)
 - a. Thank you letter from Diocese of Green Bay
 - b. Thank you letter from Wisconsin Historical Society
7. Trustee Education
 - a. Chapter 24 – *Library Friends and Library Foundations* presented by Trustee Hazlewood
 - b. Request for volunteer to review Chapter 25 *Liability Issues* to be presented next month
8. Director's Report
 - a. Manager Highlights
 - b. Monthly Statistics
9. New Business
 - a. Report from Personnel Committee
 1. Revise Employee Policy Manual (*possible action*)
 2. Request to provide paid time for participating in literacy tutor training (*possible action*)
 - b. Review of 2013 expenses (discussion)
 - c. Review list of municipalities for statistical comparison (*possible action*)

- d. Request to expend up to \$12,000 from the LARS reserve account on another 400 self-check station (*possible action*)
- e. Set dates for May and December meetings (*possible action*)

10. Adjourn