

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
October 27, 2014

BOARD MEMBERS :

Present: Brandel, Hazlewood, Hennessey, Holschbach, Hunter, Kornely, Reinertson, Stokes and Vollendorf

Absent: Gratz and Thennes

OTHERS PRESENT : Stewart, Davis, Juza, Schreiner and Eisenschink

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 5:31 p.m., Monday, October 27, 2014.

MINUTES : A motion was made by Hennessey, seconded by Kornely, to approve the minutes of the September 22, 2014 Regular Board meeting and the October 9, 2014 Committee of the Whole meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT : A motion was made by Kornely, seconded by Vollendorf, to approve the Financial Management Report for the month of September 2014 in the amount of \$171,420.75. Motion carried.

CHECK REGISTER : A motion was made by Kornely, seconded by Reinertson, to approve the Manitowoc Public Library operating check register for the month of October 2014 in the amount of \$63,311.96. Motion carried.

A motion was made by Kornely, seconded by Hennessey, to approve the Manitowoc Public Library Foundation Checking check register for the month of October 2014 in the amount of \$ 1,519.04. Motion carried.

PUBLIC COMMENT : None

CORRESPONDENCE : Thank you letter and support letters.

TRUSTEE EDUCATION : Anne Juza and Mary Davis demonstrated Evanced, the new electronic booking software now available to staff and general public for the reserving of study and meeting rooms.

DIRECTOR'S REPORT :

- ✓ Ann Herrmann and Nissa Enos will be working with an intern from Silver Lake College helping her in the developing and presenting of storytime programs at local preschools and 4k programs.
- ✓ Stewart attended the County Board Finance Committee meeting and commented on e-book use. The County currently reimburses at 100% per circulation even though the statute only requires 70% of the cost of a loan. E-book expenses are included in the overall cost per

circulation but not in the number of check-outs.

- ✓ Through the use of RFID technology and Wi-Fi, Manitowoc Public Library and RFID Solutions, has designed a "Pick List Cart" used to capture holds on titles currently on the shelf. MPL began using the cart in September 2013 for this purpose while other libraries use the cart for inventory only.

COMMITTEE REPORTS :

- a. Committee of the Whole report on Revised 2015 budget - Discussion included a suggestion of a possible city referendum in 2015 and to have Stewart draft a letter to the Finance Committee.

A motion was made by Vollendorf, seconded by Stokes, to have Director send letter to the Finance Committee asking them to increase Library budget by \$180K. Motion carried.

NEW BUSINESS :

- a. Request to transfer \$3,000 from Foundation Checking Account to Literacy Administrative Expenses to 2810-57110-511100 - Library Business Administrative Salaries and Wages.

A motion was made by Kornely, seconded by Vollendorf, to approve request to transfer \$3,000 from Foundation Checking to Literacy Administrative Expenses. Motion carried.

There being no further business to come before the Board, a motion was made by Kornely, seconded by Hennessey, to adjourn. Motion carried. The meeting adjourned at 6:53 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary