

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
June 22, 2015

BOARD MEMBERS:

Present: Clark, Gratz, Holschbach, Hunter, Reinertson, Sladky, Stokes and Vollendorf

Absent: Hazlewood, Kornely and Thennes

OTHERS PRESENT: Stewart, Davis, Eisenschink, Juza, Schreiner, Penckofer and Mayor Nickels

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 5:00 p.m., Monday, June 22, 2015.

Agenda item 9a *Presentation by Mayor Nickels* was moved to the beginning of the meeting.

The Mayor addressed the Board with discussion regarding the 2016 Budget, long-term planning and initial projections. He requested all City Departments submit a “want list” by mid-July.

Agenda item 2 *Approval of revised Bylaws* – A motion was made by Gratz, seconded by Vollendorf, so move to approve the revision. Motion carried.

MINUTES: A motion was made by Stokes, seconded by Vollendorf, to approve the minutes of the May 18, 2015 Regular Board meeting and the May 18, 2015 Buildings Committee meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Vollendorf, seconded by Holschbach, to approve the Financial Management Report for the month of May 2015 in the amount of \$131,771.35. Motion carried.

CHECK REGISTER: A motion was made by Vollendorf, seconded by Stokes, to approve the Manitowoc Public Library operating check register for the month of June 2015 in the amount of \$44,991.79. Motion carried.

A motion was made by Vollendorf, seconded by Clark, to approve the Manitowoc Public Library Foundation Checking check register for the month of June 2015 in the amount of \$7,595.05. Motion carried.

PUBLIC COMMENT: None

DIRECTOR'S REPORT:

- ✓ MECCA Organization contacted Stewart regarding the upcoming Balloon Glow, included will be a children's activity in the library parking lot. Trustees agreed that the Balloon Glow participating would be restricted to the parking lot and the Library would not offer the use of library power/electricity.
- ✓ There will be an opening in the Materials Manager position.
- ✓ Stewart has been comparing the library's Employee Policy Manual with the City's manual and will present to the Personnel Committee by September, some possible changes.
- ✓ Stewart noted several volunteers with the One-to-One Literacy Partners who contributed a significant amount of time to the program. To date there are 44 pairs of Tutor/Learner.

COMMITTEE REPORTS: Report of Nominating Committee

Slate of nominated officers for 2015-2016:

President – David Gratz

Vice President – Dolly Stokes

Secretary/Treasurer – Robert Vollendorf

A motion was made by Vollendorf, seconded by Clark, recommend we go with proposed nominations. Motion carried.

NEW BUSINESS:

9b. *Review Foundation Checking Account Spending Plan for 2015* – A suggestion was made to prioritize the project list, including cost estimates, to be brought back to Board for review.

9c. *Request to transfer \$10,000 from Foundation checking account to Adult Literacy Services wage line* – A motion was made by Gratz, seconded by Stokes, so move to approve the transfer. Motion carried.

9d. *Donation for Teen Services for 2015/2016* – A motion was made by Stokes, seconded by Vollendorf, so move to approve the program outline as proposed. Motion carried.

OLD BUSINESS:

10a. *Memo of Understanding* – No action taken at this time.

There being no further business to come before the Board, a motion was made by Hunter, seconded by Holschbach, to adjourn. The meeting adjourned at 6:24 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary