



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Agenda

Library Board

Monday, January 27, 2020

5:00 PM

Manitowoc Public Library Board Room

Pursuant to Section 19.84 (2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of the City of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES of the City of Manitowoc will be held on the date, time, and location listed above.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order
2. Public Comment

Members of the public will be permitted to speak at the Manitowoc Public Library Board of Trustees meeting each month on any matter of public interest. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Manitowoc Public Library Board of Trustees.

3. Approval of Minutes (action requested)

[20-0075](#) a. Regular Board Meeting - December 23, 2019

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 12-23-19](#)

4. Approval of Budget Status (action requested)

[20-0076](#) a. December 2019 - Fund 2810

Attachments: [BUDGET STATUS - December 2019 \(Fund 2810\)](#)

[20-0077](#) b. December 2019 - Fund 2813

Attachments: [BUDGET STATUS - December 2019 \(Fund 2813\)](#)

5. Approval of Bills/Check Register (action requested)

- [20-0078](#) a. MPL Operating Budget with the City of Manitowoc for the month of December 2019 (FINAL)

Attachments: [Monthly Check Register - December 2019 \(FINAL\)](#)

- [20-0079](#) b. MPL Operating Budget with the City of Manitowoc for the month of January 2020

Attachments: [Monthly Check Register - January 2020](#)

6. Correspondence

- [20-0080](#) a. Herald Times Reporter - weekly articles from Director/Staff (December 2019)

Attachments: [HTR Articles - December 2019](#)

- [20-0081](#) b. Trustee Tale: Public Library Trustee Newsletter

Attachments: [Trustee Tale - Public Library Trustee Newsletter](#)

7. Administrative Reports

- [20-0082](#) a. Director Report - December 2019

Attachments: [Dir Report - December 2019](#)

- [20-0083](#) b. Manager Highlights - December 2019

Attachments: [Manager Highlights - December 2019](#)

- [20-0084](#) c. Monthly Statistics - December 2019

Attachments: [Monthly Statistics - December 2019](#)

- [20-0085](#) d. STAFF UPDATE - Materials Librarian (Lisa P and Amy E)

8. Old Business

- [20-0086](#) a. 2020 Library Legislative Day (discussion)

Attachments: [library legislative day 2020](#)

- [20-0087](#) b. Activity area on north lawn (possible action)

Attachments: [Layout 12.2019](#)

9. New Business

- [20-0088](#) a. Library light post signs (possible action)
Attachments: [memo 1.2020 light post options](#)
- [20-0089](#) b. 2020 Summer Intern (action requested)
Attachments: [Memo 2020 Summer Intern](#)
- [20-0095](#) c. Mobile Device Usage Agreement (action requested)
Attachments: [Mobile Device Usage Agreement 1.2020](#)
- [20-0096](#) d. Downtown event guidelines (discussion)
Attachments: [Downtown Special Events Guidelines \(002\)](#)

10. Convene in Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The specific subject matter that may be considered in closed session is the following:

- a. Library Director Peer review results

(No minutes taken during Closed Session portion)

11. Reconvene in Open Session

- [20-0090](#) a. Library Director Peer review results (action requested)

12. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Library's ADA Manager Stacey Bialek at 920-686-3008 or email <sbialek@manitowoc.org> at least 48 hours in advance of the meeting.