



# City of Manitowoc

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

## Meeting Agenda

### Library Board

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Monday, June 22, 2020

5:00 PM

Manitowoc Public Library Balkansky Community  
Room and Remotely via GoToMeeting

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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.

This meeting is being held in the Manitowoc Public Library Balkansky Community Room and is also being conducted remotely via GoToMeeting due to COVID-19 conditions.

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.

Those wishing to make public comment without attending the live meeting should call 920-686-3037 and leave a message, or email a message to [kstoeger@manitowoc.org](mailto:kstoeger@manitowoc.org) by 4:00 pm the day of the meeting.

June Library Board meeting  
Mon, Jun 22, 2020 5:00 PM - 6:30 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.  
<https://global.gotomeeting.com/join/600106997>

You can also dial in using your phone.  
United States: +1 (872) 240-3412

Access Code: 600-106-997

**3. Approval of Minutes (action requested)**

[20-0618](#) a. Regular Board Meeting - May 18, 2020

**Attachments:** [LEGISTAR MINUTES - Regular Board Meeting 5-18-2020](#)

[20-0619](#) b. Nominating Committee Meeting - June 8, 2020

**Attachments:** [LEGISTAR MINUTES - Nominating Committee Meeting 6-8-2020](#)

**4. Approval of Budget Status (action requested)**

[20-0620](#) a. May 2020 - Fund 2810

**Attachments:** [BUDGET STATUS - May 2020 \(Fund 2810\)](#)

[20-0621](#) b. May 2020 - Fund 2813

**Attachments:** [BUDGET STATUS - May 2020 \(Fund 2813\)](#)

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

[20-0622](#) a. MPL Operating Budget with the City of Manitowoc for the month of June 2020

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

**6. Correspondence**

[20-0628](#) a. Herald Times Reporter - weekly articles from Director/Staff (March, April, May 2020)

**Attachments:** [HTR Articles - March 2020](#)

[HTR Articles - April 2020](#)

[HTR Articles - May 2020](#)

[20-0629](#) b. Advocacy supplement

**Attachments:** [Advocacy supplement\\_ Positioning the Library for aPost-pandemic Sustainable](#)

**7. Administrative Reports**

[20-0623](#) a. Director Report - May 2020

**Attachments:** [May 2020 - 6.2020](#)

[Transition to Online.Digital Services](#)

[20-0624](#) b. Manager Highlights - May 2020

**Attachments:** [May 2020](#)

[20-0625](#) c. Monthly Statistics - May 2020

**Attachments:** [Monthly Statistics - May 2020](#)  
[Facebook Engagement Stats - May 2020 Programs](#)  
[Facebook Engagement Stats - May 2020 Posts](#)  
[Facebook Engagement Stats - May 2020 Promotions](#)

[20-0626](#) d. STAFF UPDATE - Beanstack (Julia)

## 8. Committee Reports

[20-0627](#) a. Nominating Committee Meeting - June 8, 2020 (Trustee Hazlewood)

## 9. Old Business

[20-0630](#) a. Impact of COVID-19 on MPL Services and Staff (possible action)

**Attachments:** [COVID19 emergency planning threat levels](#)  
[MPL COVID-19 Transition Plan 6.2020](#)  
[Wisconsin Public Libraries Reopening Guide \(1\)](#)  
[WI PL Reopening Guide At-A-Glance \(1\)](#)

## 10. New Business

[20-0631](#) a. Trustee Training - August 2020 (discussion)

**Attachments:** [wispublib Trustee Training Week 2020 - Registration Now Open!](#)

[20-0632](#) b. Nomination of Officers for 2020-2021 (action requested)

[20-0634](#) c. Employee Policy Manual updates (discussion)

**Attachments:** [Employee Policy Manual Recommended Revisions 6.2020](#)

## 11. 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 <mailto:sbialek@manitowoc.org> at least 48 hours in advance of the meeting.

