



City of Manitowoc

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

Meeting Minutes

Library Board

Monday, October 23, 2017

5:00 PM

Manitowoc Public Library Board Room

1. Call to Order

The meeting was called to order by President Lee Thennes at 5:00 p.m.

Present: 10 - Brey, Hunter, Hunter, Thennes, Thennes, Holschbach, Hazlewood, Vollendorf, Bundy-Jost and Zimmerman

Absent: 4 - Doneff, Doneff, Myers and Myers

2. Approval of Minutes (action requested)

[17-1072](#) a. Regular Board Meeting - September 25, 2017

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 9-25-17](#)

Moved by Holschbach, seconded by Hazlewood, that this Action Item be approved. The motion carried. Ayes, 9. Nays, none

[17-1073](#) b. Special Board Meeting - October 11, 2017

Attachments: [LEGISTAR MINUTES - Special Board Meeting 10-11-17](#)

Moved by Holschbach, seconded by Hazlewood, that this Action Item be approved. The motion carried. Ayes, 9. Nays, none

3. Approval of Budget Status Reports (action requested)

[17-1074](#) a. September 2017 - Fund 2810

Attachments: [BUDGET STATUS - September 2017 \(Fund 2810\)](#)

Moved by Vollendorf, seconded by Holschbach, that this Action Item be approved. The motion carried. Ayes, 9. Nays, none

[17-1075](#) b. September 2017 - Fund 2813

Attachments: [BUDGET STATUS - September 2017 \(Fund 2813\)](#)

Moved by Vollendorf, seconded by Brey, that this Action Item be approved. The motion carried. Ayes, 9. Nays, none

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

[17-1076](#) a. MPL Operating/Budget with the City of Manitowoc for the month of October

2017

Attachments: [Monthly Check Register - October 2017](#)

Moved by Vollendorf, seconded by Zimmerman, that this Action Item be approved. The motion carried. Ayes, 8. Nays, none

Aye: 8 - Brey, Thennes, Holschbach, Hazlewood, Vollendorf, Reinertson, Bundy-Jost and Zimmerman

Abstain: 1 - Hunter

5. 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.

6. Correspondence

[17-1077](#) a. Herald Times Reporter - weekly articles from Library Director/Staff (September 2017)

Attachments: [HTR Articles - September 2017](#)

[17-1083](#) b. Thank you letter from iForward

Attachments: [THANK YOU LETTER - iForward Schools](#)

7. Administrative Reports

[17-1078](#) a. Director's Report (September 2017)

Attachments: [Dir Report - September 2017](#)

Stoeger reported on the following:

A visitor from out of town, appreciated the availability of resources offered at MPL. After seeing a flier posted at the library, he is now a regular at a support group hosted by a local church.

Management from both MPL and Lester PL will be meeting on October 31, 2017 and will be discussing the partnership of Libraries Build Strong Communities campaign.

SILLI internal grants: eight grant applications were submitted, 3 of which will be awarded. Winners will be announced on October 31.

Library Director, Kristin Stoeger has been awarded a Future 15 award through the Chamber and Young Professionals of Manitowoc County. Awards will be given out on November 9, 2017 at Knox's Silver Valley.

[17-1079](#) b. Manager Highlights - September 2017

Attachments: [Manager highlights - September 2017](#)

Teen Associate Lisa Pike and her Battle of The Books team won the competition for the fourth straight year in a row. Congratulations!

[17-1080](#) c. Monthly Statistics (September 2017)

Attachments: [Monthly Statistics - September 2017](#)

[17-1081](#) d. STAFF UPDATE - Virtual Library Cards

8. Committee Reports

a. Personnel Committee

Nothing to report.

b. Finance Committee

Nothing to report.

c. Buildings Committee

Nothing to report.

d. Long-Range Planning Committee

Nothing to report.

e. Nominating Committee

Nothing to report.

9. New Business

[17-1082](#) a. Lost/Unattended Child Policy (*possible action*)

Attachments: [Lost unattended child 10 2017](#)

Motion to approve as amended.

Moved by Brey, seconded by Vollendorf, that this Action Item be approved. The motion carried. Ayes, 9. Nays, none

10. Adjournment

A motion was made by Hunter, seconded by Zimmerman, to adjourn at 5:20 p.m. Motion carried. Ayes, 9. Nays, none

Submitted by Mary Davis, Recording Secretary

