



City of Manitowoc

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

Meeting Agenda

Library Board

Monday, August 23, 2021

5:00 PM

Manitowoc Public Library Board
Room and Remotely via Zoom

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 conducted both in the Board Room at Manitowoc Public Library and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public comment are asked to keep their microphone muted until public comment is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves.

Meeting ID: 974 8045 4279

Passcode: 053712

Call in: +1 312 626 6799 US (Chicago)

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

- 1. Call to Order**
- 2. Requests to Amend**
- 3. Public Comment**

Members of the public are invited to speak at the Manitowoc Public Library Board of Trustees meeting each month on any matter related to the oversight of Manitowoc Public Library. 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.

- 4. Approval of Minutes (action requested)**

- [21-0770](#)
- Regular Board Meeting - July 26, 2021
 - Personnel Committee Meeting - August 19, 2021
 - Finance Committee Meeting - August 19, 2021

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 7-26-2021](#)
[LEGISTAR MINUTES - Personnel Committee Meeting 8-19-2021](#)
[LEGISTAR MINUTES - Finance Committee Meeting 8-19-2021](#)

5. Financial Reports (action requested)

- [21-0771](#)
- Budget Status - July 2021 (Fund 2810)
 - Budget Status - July 2021 (Fund 2813)
 - MPL Operating Budget with the City of Manitowoc for the month of August 2021

Attachments: [BUDGET STATUS - July 2021 \(Fund 2810\)](#)
[BUDGET STATUS - July 2021 \(Fund 2813\)](#)
[Monthly Check Register - August 2021](#)

6. Correspondence

- [21-0772](#)
- a. Seehafer News - weekly articles from Director/Staff (July 2021)

Attachments: [Seehafer News Articles - July 2021](#)

7. Administrative Reports

- [21-0773](#)
- a. Manager Highlights - July 2021
 - Monthly Statistics - July 2021
 - COVID 19 Metrics MPL 8.2021 for August 23, 2021 Regular Bd Mtg

Attachments: [Manager Highlights - July 2021](#)
[Monthly Statistics - July 2021](#)
[COVID 19 Metrics MPL 8.2021 for August 23, 2021 Regular Board Meeting](#)

- [21-0774](#)
- b. STAFF UPDATE - Youth and Public Services final update on 2021 Summer Reading Program

Attachments: [SRP 2021 Staff Update](#)

8. Old Business

- [21-0777](#)
- a. Board of Trustees emails (discussion)

Attachments: [Library Trustee email](#)

[21-0779](#)

b. Trustee Training (discussion)

Attachments:[Trustee Training Week 2021 Schedule](#) [Wisconsin Trustee Training Week](#)[21-0787](#)

c. Library use comparison report from Trustee Pauwels (discussion)

Attachments:[Margaret Pauwels Library Circulation Summary](#)

9. 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. Review and discussion of library director applicants

10. Reconvene in Open Session

11. New Business

[21-0780](#)

a. 2022 Budget (action requested)

Attachments:[BOARD ATTACHMENT 2021-2022 Budget Worksheet \(2\)](#)[Manitowoc County Library Advisory Committee meeting enclosures 4-6](#)[debt service funds 2014-2023](#)

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