



# City of Manitowoc

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

## Meeting Agenda

### Library Board

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Monday, February 28, 2022

5:00 PM

Manitowoc Public Library Balkansky  
Community Room and Remotely via Zoom

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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 conducted both in the Balkansky Community 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)**

- [22-0155](#) - Regular Board Meeting - January 24, 2022  
- Personnel Committee Meeting - February 24, 2022

**Attachments:** [LEGISTAR MINUTES - Regular Board Meeting 1-24-2022](#)  
[LEGISTAR MINUTES - Personnel Committee Meeting 2-24-2022](#)

## 5. Financial Reports (action requested)

- [22-0156](#) - Budget Status - December 2021 FINAL (Fund 2810)  
- Budget Status - December 2021 FINAL (Fund 2813)  
- Budget Status - January 2022 (Fund 2810)  
- MPL Operating Budget with the City of Manitowoc for the month of February 2022

**Attachments:** [BUDGET STATUS - December 2021 FINAL \(Fund 2810\)](#)  
[BUDGET STATUS - December 2021 FINAL \(Fund 2813\)](#)  
[BUDGET STATUS - January 2022 \(Fund 2810\)](#)  
[Monthly Check Register - February 2022](#)

## 6. Correspondence

- [22-0157](#) a. Seehafer News Articles - January 2022

**Attachments:** [Seehafer News Articles - January 2022](#)

- [22-0158](#) b. Thank you card from MPL Patron

**Attachments:** [Thank you card from MPL Patron](#)

[22-0184](#) c. Previously submitted correspondence

**Attachments:**

[Public Correspondence - DeMey](#)  
[Public Correspondence - Dorvinen](#)  
[Public Correspondence - Erdmann](#)  
[Public Correspondence - Herring](#)  
[Public Correspondence - Christine DeMay](#)  
[Public Correspondence - Tony Vlastelica](#)  
[Public Correspondence - Modesty Vlastelica](#)  
[Public Correspondence - Lisa Krueger](#)  
[Public Correspondence - Tiffany Sprang](#)  
[Public Correspondence - Jason Johnston](#)  
[Public Correspondence - Emily Matthews](#)  
[Public Correspondence - Randall and Mary Bonde](#)  
[Public Correspondence - Bobbi Jo](#)  
[Public Correspondence - Jennifer Niquette](#)  
[Public Correspondence - Emily Adams](#)  
[Public Correspondence - Doug Wolf](#)  
[Public Correspondence - Donald Zimmer](#)  
[Public Correspondence - Laura Notobdurate](#)

## 7. Administrative Reports

[22-0159](#) a. Manager Highlights - January 2022  
Monthly Statistics - January 2022

**Attachments:** [Manager Highlights - January 2022](#)  
[Monthly Statistics - January 2022](#)

[22-0182](#) b. STAFF UPDATE - Library Legislative Day (Amy & Julia)

**Attachments:** [Library legislative day Feb 2022 Governor](#)  
[Library legislative day Feb 2022 Paul Tittl](#)  
[library legislative day Feb 2022 Commendation](#)

## 8. Old Business

[22-0183](#) a. Outlook Email Changes (presentation)

[22-0185](#) b. Director Search - Report by Trustee Quistorf (discussion)

## 9. New Business

[22-0163](#) a. City Request: Special Event Request (action requested)

**Attachments:** [Downtown Farmers Market 5-7-22 to 10-29-22](#)  
[Recommendation Letter to Board regarding Special Events Request](#)

[22-0164](#) b. DPI Annual Report - 2021 (action requested)

**Attachments:** [DPI Annual Report 2021 Draft](#)

[22-0165](#) c. Foundation Allocation Approval for 2022 (action requested)

**Attachments:** [Foundation Budget 2022 - FINAL.xls](#)

## 10. 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.