



City of Manitowoc

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

Meeting Minutes - Final

Library Board

Monday, February 28, 2022

5:00 PM

Manitowoc Public Library Balkansky
Community Room and Remotely via Zoom

1. Call to Order

The meeting was called to order by President Chris Able at 5:03 p.m.

Others present: Eisenschink, Lee, Hansen, Bialek, Davis, John, Menk S, Radke C, Marquardt P, Khan N, Marchant M

Present: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

Absent: 1 - Neuenfeldt

2. Requests to Amend

None

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](#)

Moved by Czekala, seconded by Quistorf, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

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](#)

Moved by McVeigh, seconded by Hunter, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

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](#)

Motion to accept the recommendation from the Management Team to deny the request from the City Special Event Application for the placement of two portable restrooms on library property.

Moved by Martell, seconded by McVeigh, that this Action Item be approved. The motion carried by the following vote:

Aye: 8 - Quistorf, McVeigh, Martell, Doneff, Hunter, McMeans, Able and Pauwels

Nay: 1 - Czekala

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

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

Motion to approve the DPI Annual Report - 2021.

Moved by Pauwels, seconded by Doneff, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

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

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

Motion to approve and accept the Foundation Allocation for 2022.

Moved by Czekala, seconded by Quistorf, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

10. Adjournment

Motion was made by Martell, seconded by Doneff, to adjourn at 5:35 p.m. The motion carried by the following vote:

Aye: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Czekala, McMeans, Able and Pauwels

Submitted by Mary Davis, Recording Secretary