

MINUTES OF THE MEETING OF
THE MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES
MARCH 28, 2011

The regular meeting of the Manitowoc Public Library Board of Trustees was called to order in the Board Room at Manitowoc Public Library by President David Gratz at 5:30 p.m., Monday, March 28, 2011.

TRUSTEES PRESENT: Diedrich, Gratz, Kadow, Kornely, Pfeffer, Schmidt, Sczygelski, and Waldron

TRUSTEES ABSENT: Hazlewood, Stokes, and Vollendorf

OTHERS PRESENT: Stewart, Davis, Sharon Cornils (Personnel Director, Manitowoc County), Eisenschink, Cerkas, Koch, Horbeck, Nickels, Ploederl

MINUTES: A motion was made by Kornely, seconded by Waldron, to approve the minutes of the February 28, 2011 Board of Trustees regular meeting and the February 28, 2011 Personnel Committee Meeting. Motion carried.

There was a unanimous decision among all Trustees present to move Agenda item #11 e, f, and g under **New Business** before **Financial Management Report**.

NEW BUSINESS: There was discussion regarding the expiration date of the ***Agreement between Manitowoc Public Library employees and AFSCME Council 40***. Stewart presented the correspondence from Attorney Robert W. Mulcahy and Marion C. Smith discussing the "Validity of Request to Reopen Agreement" by AFSCME Staff Representative Mark DeLorme. Stewart reported the summary conclusion in the correspondence indicates the collective bargaining agreement is expired and did not "roll over" as urged by the communication from Mr. DeLorme on March 14, 2011. Trustee Gratz commented that action was not needed on this agenda item.

It was suggested the Personnel Committee draft a grievance procedure by July 1st to be in compliance with Wisconsin Act 10; to be presented to the entire Board. No action was taken at this time.

A motion was made by Schmidt, seconded by Sczygelski, so move to accept the **RESOLUTION AUTHORIZING NOTICE TO AFSCME LOCAL 40 (2011 WISCONSIN ACT 10 §9332)**. Motion carried. Yeas 7, Nays 1 (Kadow)

There was discussion regarding Health Plan Options for library employees represented by the *Agreement between Manitowoc Public Library employees and AFSCME Council 40*. The Personnel Committee will discuss this at their next meeting. No action taken at this time.

FINANCIAL MANAGEMENT REPORT: A motion was made by Pfeffer, seconded by Kadow, to approve the Financial Management Report for the month of February 2011 in the amount of \$188,643.23. Motion carried.

CHECK REGISTER: A motion was made by Pfeffer, seconded by Kadow, to approve the Manitowoc Public Library operating check register for the month of March 2011 in the amount of \$40,670.79. Motion carried.

A motion was made by Pfeffer, seconded by Schmidt, to approve the Manitowoc Public Library Foundation Checking check register for the month of March 2011 in the amount of \$1,703.56. Motion carried.

PUBLIC COMMENT: None

CORRESPONDENCE: None

COMMITTEE REPORTS: None

DIRECTOR'S REPORT: Copies of the Director's Report for the period February 16 thru March 22, 2011 were included in the board packets, as well as highlights from the Department Managers' Reports for the month of February 2011.

Stewart explained the current unemployment benefits being paid to employees that were laid off in January. Trustee Kadow raised discussion of rehiring of laid off employees. The Personnel Committee will discuss this issue at their next meeting.

TRUSTEE MANUAL REVIEW: Chapter 11 "Planning for the Library's Future" was postponed until the next meeting.

OLD BUSINESS: There was discussion and suggestions to modify the **Trustee Biography Form**. A motion was made by Sczygelski, seconded by Kadow, so move the Trustees will complete sections of the form at their discretion and Library staff will post on the Library's Website. Motion carried.

NEW BUSINESS: A motion was made by Kornely, seconded by Sczygelski, move to accept the **Attendance at Conference and Professional Meetings Policy**. Motion carried.

A motion was made by Kornely, seconded by Diedrich, with recommendation from the Personnel Committee to the Board of Trustees, move to accept the **Revised Job Description for Associate**. Motion carried.

A motion was made by Kornely, seconded by Waldron, with recommendation from the Personnel Committee to the Board of Trustees, move to accept the **Revised Job Description for Coordinator of Technical Services**. Motion carried.

A motion was made by Pfeffer, seconded by Kornely, move to adopt the **Information Services Policy** with amendment to Section B 2, strike the word "may" and replace with "might". Motion carried.

The next meeting of the Board of Trustees will be Monday, April 25, 2011 at 5:30 p.m.

There being no further business to come before the Board, a motion was made by Kornely, seconded by Waldron, to adjourn. Motion carried. The meeting adjourned at 6:40 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary