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, October 24, 2011.

**TRUSTEES PRESENT:** Gratz, Hunter, Kornely, Schmidt, Sczygelski, Stokes, Vollendorf, and Waldron

**TRUSTEES ABSENT:** Hazlewood and Hennessey

**OTHERS PRESENT:** Stewart, Davis, Muchin Young, and Faye Malek (Family Living Educator for Manitowoc County)

It was by unanimous consent to move agenda item #11a **New Business – Review proposal for Partners in Literacy Services: Coordinated by Manitowoc Public Library and Manitowoc UW-Extension, to item #2.** Faye Malek was introduced at this time.

**NEW BUSINESS:** (11a) A motion was made by Kornely, seconded by Vollendorf, to approve and authorize the funding in the amount of $9,200 for the **Partners in Literacy Services** program. Upon further discussion, Kornely moved to amend the main motion to read, move to approve the start-up and funding of the **Partners in Literacy Services** program. Motion carried.

**MINUTES:** A motion was made by Schmidt, seconded by Sczygelski, to approve the minutes of the September 26, 2011 Board of Trustees regular meeting. Motion carried.

**FINANCIAL MANAGEMENT REPORT:** A motion was made by Kornely, seconded by Hunter, to approve the Financial Management Report for the month of September 2011 in the amount of $181,226.08. Motion carried.

**CHECK REGISTER:** A motion was made by Kornely, seconded by Stokes, to approve the Manitowoc Public Library operating check register for the month of October 2011 in the amount of $32,795.65. Motion carried.

A motion was made by Kornely, seconded by Vollendorf, to approve the Manitowoc Public Library Foundation Checking check register for the month of October 2011 in the amount of $3,654.79. Motion carried.

**PUBLIC COMMENT:** Nothing to report

**CORRESPONDENCE:** Nothing to report

**COMMITTEE REPORTS:** Trustee Vollendorf, Chair of the Building Committee, reported on the meeting that took place on Monday, October 24, 2011 at 4:30 p.m., regarding the proposal for the second boiler replacement.
NEW BUSINESS: (11b) A motion was made by Vollendorf, seconded by Sczygelski, to proceed with the boiler replacement, with money taken from Special Projects, and not to exceed $25,000. Motion carried.

DIRECTOR’S REPORT: Copies of the Director’s Report for the period September 15 – October 15, 2011 were included in the board packets, as well as highlight from the Department Managers’ Reports for the month of September 2011.

Stewart reported that a contract has been signed with Comcast Cable for internet service on the public use terminals.

TRUSTEE MANUAL REVIEW: Trustee Sczygelski will report on Chapters 16 and 17 at the November 28, 2011 meeting.

OLD BUSINESS: There was discussion regarding the 2012 Budget. Stewart reported there being a shortfall of $86,155.00; suggesting several options to make up the difference. No action needed at this time.

The next meeting of the Board of Trustees will be Monday, November 28, 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. The meeting adjourned at 6:19 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary