

MINUTES OF THE  
MANITOWOC PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 19, 2014

**BOARD MEMBERS:**

*Present:* Brandel, Gratz, Hennessey, Hunter, Kornely, Stokes, Thennes and Vollendorf

*Absent:* Hazlewood, Holschbach and Reinertson

**OTHERS PRESENT:** Stewart, Davis, Patrick Glynn (Carlson Dettmann), Schreiner, Juza, Penckofer and Herrmann

*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 Linda Hunter at 5:30 p.m., Monday, May 19, 2014.*

A motion was made by Vollendorf, seconded by Gratz, to move agenda item 8a *Presentation by Patrick Glynn from Carlson Dettmann* to the first item on the agenda. Motion carried.

**OLD BUSINESS:**

a. *Presentation by Patrick Glynn from Carlson Dettmann on the recommended pay plan for library employees* - a copy of the **Executive Summary: Library and Classification/Compensation Summary Report** was emailed to board members prior to the meeting. Patrick Glynn from Carlson Dettmann reviewed the documents noting the City's report is an essential read for the complete understanding of the library recommendations. The challenges faced by both organizations are similar.

**MINUTES:** A motion was made by Brandel, seconded by Gratz, to approve the minutes of the April 28, 2014 Regular Board meeting with changes as proposed by City finance director. Motion carried.

**FINANCIAL MANAGEMENT REPORT:** A motion was made by Kornely, seconded by Stokes, to approve the Financial Management Report for the month of April 2014 in the amount of \$159,164.57. Motion carried.

**CHECK REGISTER:** A motion was made by Kornely, seconded by Brandel, to approve the Manitowoc Public Library operating check register for the month of May 2014 in the amount of \$33,138.65. Motion carried.

A motion was made by Kornely, seconded by Brandel, to approve the Manitowoc Public Library Foundation Checking check register for the month of May 2014 in the amount of \$2,538.55. Motion carried.

**PUBLIC COMMENT:** None

**TRUSTEE EDUCATION:** Trustee Holschbach to present Chapter 25 *Liability Issues* at the June 30, 2014 meeting.

Trustee Brandel suggested for future *Trustee Education* to have the Board establish communication with the public and city council to consistently tell our story.

**DIRECTOR'S REPORT:**

- Stewart reported there has been an increase in thefts, with a banned patron letter waiting to be served.
- The fiber network cable has been installed, upgrades will be done at ESLS first and then MPL.
- Children's librarian Jennifer Huss submitted her resignation with her last day being June 3, 2014.
- Eight employees opted to remain in Social Security.

**OLD BUSINESS:**

b. *Budget 2015* – Teri Zuege-Halvorsen has confirmed that she is willing and available to facilitate the community planning sessions on July 23 and 24 to address the gap between revenues and expenses. Stewart and Holschbach will be having lunch with Mayor Nickels to discuss the funding gap and the drop in appropriation from the City. Invitations are being prepared.

**NEW BUSINESS:**

a. *Request to change June meeting to June 30<sup>th</sup>* – A motion was made by Brandel, seconded by Vollendorf, so move to approve the request. Motion carried.

There being no further business to come before the Board, a motion was made by Gratz, seconded by Kornely, to adjourn. Motion carried. The meeting adjourned at 7:03 p.m.

Respectfully submitted,

Mary Davis,  
Recording Secretary