

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
September 22, 2014

BOARD MEMBERS:

Present: Brandel, Gratz, Hennessey, Holschbach, Hunter, Kornely, Reinertson, Stokes and Thennes

Absent: Hazlewood and Vollendorf

OTHERS PRESENT: Stewart, Davis, Juza, Schreiner and Eisenschink

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, September 22, 2014.

MINUTES: A motion was made by Kornely, seconded by Brandel, to approve the minutes of the August 25, 2014 Regular Board meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Kornely, seconded by Holschbach, to approve the Financial Management Report for the month of August 2014 in the amount of \$141,833.69. Motion carried.

CHECK REGISTER: A motion was made by Kornely, seconded by Holschbach, to approve the Manitowoc Public Library operating check register for the month of September 2014 in the amount of \$52,690.85. Motion carried.

A motion was made by Kornely, seconded by Holschbach, to approve the Manitowoc Public Library Foundation Checking check register for the month of September 2014 in the amount of \$551.69. Motion carried.

PUBLIC COMMENT: None

CORRESPONDENCE: Thank you note from Homebound Services patron.

TRUSTEE EDUCATION:

a. *Recap of September 17, 2014 presentation by Kathy Lynn Pletcher* - Stewart distributed a list of action items from presentation, asking previous donors, Trustees and Friends members to contact the Mayor and Council Members about the need to support the library with increased funding for 2015.

b. *Chapter 25 "Liability Issues" presented by Trustee Holschbach* - library trustees need fear no personal loss or liability for the honest performance of their official duties.

c. *Next Topic: Review of MPL Library Board of Trustees Bylaws* – the Board requested to see copies of Bylaws from other libraries.

DIRECTOR’S REPORT:

- Stewart commented the 2014 Battle of the Books competition was won by the MPL teen team of readers; with plans to commemorate the first time win.
- Stewart talked about the possibility of serving coffee at the library to generate revenue. The Facilities Manager is checking in to the cost of having a water line installed in the Franklin Street room. The board suggested renting out space to local coffee shops or to have cafes with coffee available for purchase.
- There was discussion about the City implementing the pay plan lump-sum payment to employees who are red-circled or beyond the maximum.

OLD BUSINESS:

a. *2015 Budget* – Discussion continued on possible ways to solve the 2015 budget gap, with a suggestion from several board members to have a contingency plan in place.

NEW BUSINESS:

a. *Review Dress Code Policy* – A motion was made by Hennessey, seconded by Stokes, to approve the amended dress guidelines policy, with the recommendation to include items “c”, “d” and “f”. Motion carried.

b. *Review Donation Policy and Procedures* – A motion was made by Hennessey, seconded by Holschbach, to approve the gifted donation be applied to operations and to be used at the discretion of the library director. Motion carried. 8 yeas, 1 nay (Trustee Brandel).

There being no further business to come before the Board, a motion was made by Hennessey, seconded by Holschbach, to adjourn. Motion carried. The meeting adjourned at 6:48 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary