

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
January 26, 2015

BOARD MEMBERS:

Present: Gratz, Hunter, Kornely, Reinertson, Stokes, Thennes and Vollendorf

Absent: Hazlewood, Hennessey and Holschbach

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

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, January 26, 2015.

MINUTES: A motion was made by Vollendorf, seconded by Gratz, to approve the minutes of the December 15, 2014 Regular Board meeting. Motion carried.

FINANCIAL MANAGEMENT REPORT: A motion was made by Kornely, seconded by Stokes, to approve the Financial Management Report for the month of December 2014 in the amount of \$250,235.33. Motion carried.

CHECK REGISTER: A motion was made by Kornely, seconded by Vollendorf, to approve the Manitowoc Public Library operating check register for the month of **(FINAL)** December 2014 in the amount of \$43,662.03. Motion carried.

A motion was made by Kornely, seconded by Gratz, to approve the Manitowoc Public Library operating check register for the month of January 2015 in the amount of \$13,578.49. Motion carried.

A motion was made by Kornely, seconded by Gratz, to approve the Manitowoc Public Library Foundation Checking check register for the month of January 2015 in the amount of \$4,292.67. Motion carried.

PUBLIC COMMENT: None

CORRESPONDENCE: Thank you notes.

TRUSTEE EDUCATION: Stewart gave a presentation on the many resources available on the library's newly updated website.

DIRECTOR'S REPORT:

- ✓ Update on Fundraising Event scheduled for April 16, 2015 *Your Library: Nothing Quiet About It* – Kathie Bundy Productions to present a vaudeville-type show, Lee Kummer providing beverages, asking for donation of desserts from local business and staff. Sign-up sheet will be available.

- ✓ Stewart commented two of the System libraries in Calumet County are discussing the option of joining the OWLS (Outagamie Waupaca Library System) System.
- ✓ Discussions regarding the replacement of the vacant trustee position along with a suggestion to have Board President submit a list of potential names to the Mayor.
- ✓ One-to-One Adult Literacy Partners will be applying for two additional grants.
- ✓ Patron made a donation to the library in the amount of \$27.54, the amount his taxes were reduced by.

NEW BUSINESS:

- a. *Review of 2014 Expenses and Revenue* – expenses under budget by \$4,870 and \$13,357 under projected revenue. There will be no “food for fines” during National Library Week in 2015.
- b. *Proposed 2015 Foundation Checking Account Spending Plan* – A motion was made by Kornely, seconded by Vollendorf, move to approve. Motion carried.
- c. *Proposed Library Leadership 2015 conference* – A motion was made by Kornely, seconded by Stokes, move to approve. Motion carried.
- d. *Review of 2013-2018 Strategic Plan* – the Management Team discussed the plan and how some of these points will be accomplished in 2015. No action taken at this time.
- e. *Request to authorize Board President to sign DPI Annual Report;*
- f. *Request to add e-cigarettes to Public Behavior Policy and Employee Policy Manual;*
- g. *Request to accept Partnership Agreement with United Way;*

A motion was made by Stokes, seconded by Reinertson, move to approve e, f, and g as requested. 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 6:24 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary