

MINUTES OF THE  
MANITOWOC PUBLIC LIBRARY  
BOARD OF TRUSTEES  
January 25, 2016

*The mission of Manitowoc Public Library is to promote a culture of reading and to provide access to information. Through our services we strive to foster an environment that meets the educational, recreational and cultural needs of the community*

**BOARD MEMBERS:**

*Present:* Gratz, Hazlewood, Hunter, Reinertson, Stokes, and Thennes

*Absent:* Holschbach, Kornely, Sladky, and Vollendorf

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

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 5:00 p.m., Monday, January 25, 2016.

**MINUTES:** A motion was made by Hunter, seconded by Thennes, to approve the minutes of the December 15, 2015 Long-Range Planning Committee meeting and December 21, 2015 Regular Board meeting. Motion carried.

**FINANCIAL MANAGEMENT REPORT:** A motion was made by Hunter, seconded by Stokes, to approve the Financial Management Report for the month of December, 2015 in the amount of \$223,627.77. Motion carried.

**CHECK REGISTER:** A motion was made by Hunter, seconded by Thennes, to approve the Manitowoc Public Library operating check register for the month of December, 2015 (FINAL) in the amount of \$58,027.28. Motion carried.

A motion was made by Hunter, seconded by Thennes, to approve the Manitowoc Public Library Foundation Checking Account register for the month of January, 2016 in the amount of \$400.00. Motion carried.

**PUBLIC COMMENT:** None

**DIRECTOR'S REPORT:**

- ✓ The Friends raised \$1,593 from the January book sale.
- ✓ Stewart mentioned the recent article in the Herald Times Reporter about the creating of a Boys & Girls Club of Manitowoc County. She asked the Board for their involvement if approached by organizing committee.

## **TRUSTEE EDUCATION:**

Public Services Manager Anne Juza, demonstrated Tutor.com, a digital resource available on the library's webpage.

## **COMMITTEE REPORTS:**

Long-Range Planning Committee – reported previously, with minutes included in the January 25, 2016 packet. No action taken at this time.

Personnel Committee – Trustee Thennes reported for the committee,

- a. Background Check Policy - Committee would like the policy revised to fit the needs of the Library. No action taken at this time.

## **NEW BUSINESS:**

- a. *2016 Fundraising plans* – memo included in the packet, outlining events and revenue goals. No action taken at this time.
- b. *Foundation Checking Account* – A motion was made by Hunter, seconded by Stokes, to accept the 2813 Budget for 2016 as presented for Foundation disbursement funds and to transfer from Foundation Checking Account. Motion carried.

There being no further business to come before the Board, a motion was made by Hunter, seconded by Reinertson, to adjourn. The meeting adjourned at 5:46 p.m.

Respectfully submitted,

Mary Davis,  
Recording Secretary