

MINUTES OF THE  
MANITOWOC PUBLIC LIBRARY  
BOARD OF TRUSTEES  
February 22, 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:* Doneff, Gratz, Hazlewood, Holschbach, Hunter, Kornely, Reinertson, Sladky, Stokes, Thennes, and Vollendorf

*Absent:* None

**OTHERS PRESENT:** Stewart, Davis, Juza, Staveness, 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 David Gratz at 5:00 p.m., Monday, February 22, 2016.

**MINUTES:** A motion was made by Thennes, seconded by Hunter, to approve the minutes of the January 25, 2016 Personnel Committee meeting and January 25, 2016 Regular Board meeting. Motion carried.

**BUDGET STATUS REPORTS:** A motion was made by Vollendorf, seconded by Holschbach, to approve Fund 2810 Budget Status Report Expense Totals for the month of January, 2016 in the amount of \$84,663.50. Motion carried.

A motion was made by Vollendorf, seconded by Holschbach, to approve Fund 2813 Budget Status Report Revenue Totals for the month of January, 2016 in the amount of \$77,083.00. Motion carried.

**CHECK REGISTER:** A motion was made by Vollendorf, seconded by Holschbach, to approve the Manitowoc Public Library operating check register for the month of February, 2016 in the amount of \$48,631.20. Motion carried.

**PUBLIC COMMENT:** None

**DIRECTOR'S REPORT:**

- ◆ Possible Trustee to serve as liaison to the Foundation
- ◆ Pages will be shifting the non-fiction collection to make room for teen materials
- ◆ Large print material also in need of more space

- ◆ Reviewed 2015 usage statistics, showing a decline from 2014 of hours open and visitors, but an increase of registered users in 2015

**NEW BUSINESS:**

- a. *Review DPI Annual Report and authorize President to sign* – A motion was made by Vollendorf, seconded by Stokes, so move to authorize President Gratz to sign Annual Report. Motion carried.
- b. *Review Opportunity Grant submitted to United Way of Manitowoc County* – A motion was made by Kornely, seconded by Hunter, so move to authorize President Gratz to sign grant. Motion carried.

**CLOSED SESSION:** A motion was made by Vollendorf, seconded by Kornely, to enter into closed session as authorized by Section 19.85 (1)(c) of the Wisconsin Statutes. The motion carried with a roll call vote and the Board entered into closed session at 5:45 p.m. The specific subject matter which will be considered in the closed session is the following:

- a. *Review Performance of Library Director*

**OPEN SESSION:** A motion was made by Stokes, seconded by Hunter, to enter into open session. The motion carried with a roll call vote and the Board reconvened in open session at 6:12 p.m.

There being no further business to come before the Board, a motion was made by Kornely, seconded by Reinertson, to adjourn. The meeting adjourned at 6:13 p.m.

Respectfully submitted,

Mary Davis,  
Recording Secretary