

MINUTES OF THE  
MANITOWOC PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 23, 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 MEMEBERS:**

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

*Absent:* Brey, Doneff, Hazlewood, Holschbach, and Kornely

**OTHERS PRESENT:** Stewart, Davis, Mayor Nickels, Jared Koch (SLC Intern), Staveness, Krajnik, Eisenschink, Juza, Herrmann, 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 5:21 p.m., Monday, May 23, 2016.

**MINUTES:** A motion was made by Vollendorf, seconded by Hunter, to approve the minutes of the April 25, 2016 Regular Board meeting. Motion carried.

**BUDGET STATUS REPORTS:** A motion was made by Vollendorf, seconded by Hunter, to approve Fund 2810 Budget Status Report Revenue totals of \$6,268.61 and Expense totals of \$148,258.81, for a Report Total of \$141,990.20. Motion carried.

A motion was made by Vollendorf, seconded by Reinertson, to approve Fund 2813 Budget Status Report Expense totals in the amount of \$23.10 for a Report Total of \$23.10 for the month of April, 2016. Motion carried.

**CHECK REGISTER:** A motion was made by Vollendorf, seconded by Hunter, to approve the Manitowoc Public Library operating check register for the month of May, 2016 in the amount of \$38,936.62. Motion carried.

**PUBLIC COMMENT:** None

**CORRESPONDENCE:** Thank you notes from school visits were included in the packet.

## **DIRECTOR'S REPORT:**

- ♦ Stewart reported the reimbursement to Manitowoc Public Library from Manitowoc County for 2017 will be \$521,192, an increase of 12.75%.

**TRUSTEE EDUCATION:** Jared Koch, SLC Intern presented to the Board the Software Survey for MPL.

## **OLD BUSINESS:**

- a. *2016 Foundation Gift Budget* – A motion was made by Thennes, seconded by Hunter, so move to approve the 2016 Foundation Gift Budget. Motion carried.

## **NEW BUSINESS:**

- a. *Request changes to Employee Policy Manual* – A motion was made by Vollendorf, seconded by Reinertson, so move to approve the changes to Article IX Section 1 and Article IV Section 1 of the Employee Policy Manual. Motion carried.
- b. *Request to purchase shelving from WILS deposit account* – A motion was made by Hunter, seconded by Vollendorf, so move to approve the request up to \$20,000. Motion carried.
- c. *Review United Way of Manitowoc County Impact Grant* – A motion was made by Hunter, seconded by Stokes, so move to accept United Way – Community Impact Grantee Agreement. Motion carried.

There being no further business to come before the Board, a motion was made by Hunter, seconded by Stokes, to adjourn. The meeting adjourned at 5:55 p.m.

Respectfully submitted,

Mary Davis,  
Recording Secretary