

MINUTES OF THE
MANITOWOC PUBLIC LIBRARY
BOARD OF TRUSTEES
July 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: Brey, Doneff, Hazlewood, Holschbach, Hunter (via skype), Kornely, Thennes, and Vollendorf

Absent: Reinertson

OTHERS PRESENT: Davis, Kunde, Penckofer, Ald. Chris Able, Staveness, Schreiner, Krajnik, Juza, Eisenschink, Menk, Schafer (HTR), Petersen (MCLS), and Engelbrecht

The regular meeting of the Manitowoc Public Library Board of Trustees was called to order in the Balkansky Community Room by Secretary/Treasurer Robert Vollendorf at 5:30 p.m., Monday, July 25, 2016.

The Board unanimously agreed to move item #5 *Public Comment* to the first item on the agenda.

PUBLIC COMMENT: Ald. Chris Able addressed the Board to express his personal concern regarding the relationship between the Library Board of Trustees and Common Council. He felt the tension began two years ago when the budget was reduced by \$80k. He was also concerned with library employees working on Thursdays while the building is closed. MCLS Director Becky Petersen commented the System has a responsibility to its other member libraries to keep library operations moving.

MINUTES: A motion was made by Holschbach, seconded by Brey, to approve the minutes of the April 25, 2016 Buildings Committee meeting and the May 23, 2016 Regular Board meeting. Motion carried.

BUDGET STATUS REPORTS: A motion was made by Vollendorf, seconded by Kornely, to approve Fund 2810 Budget Status Report Revenue Totals of \$14,211.55 and Expense Totals of \$147,028.48, for a Report Total of \$132,816.93 for the month of May, 2016. Motion carried.

A motion was made by Vollendorf, seconded by Kornely, to approve Fund 2813 Budget Status Report Revenue Totals of \$66,151.00 and Expense Totals of \$6,174.87, for a Report Total of \$-59,976.13 for the month of May, 2016. Motion carried.

A motion was made by Vollendorf, seconded by Holschbach, to approve Fund 2810 Budget Status Report Revenue Totals of \$10,098.05 and Expense Totals of \$219,567.65, for a Report Total of \$209,469.60 for the month of June, 2016. Motion carried.

A motion was made by Vollendorf, seconded by Holschbach, to approve Fund 2813 Budget Status Report Expense Totals of \$9,971.48, for a Report Total of \$9,971.48 for the month of June, 2016. Motion carried.

CHECK REGISTER: A motion was made by Vollendorf, seconded by Brey, to approve the Manitowoc Public Library operating check register for the month of June, 2016 in the amount of \$65,889.97. Motion carried.

A motion was made by Vollendorf, seconded by Kornely, to approve the Manitowoc Public Library operating check register for the month of July, 2016 in the amount of \$27,457.20. Motion carried.

A motion was made by Vollendorf, seconded by Hazlewood, to approve the Useful Corporation electronic wire transfer of annual payment in the amount of \$8,707.90. Motion carried.

CORRESPONDENCE: Included in the packet – thank you letter for preschool visits; response to patron re library issues; thank you note from Trustee Stokes.

MANAGER HIGHLIGHTS/MONTHLY STATISTICS (May/June 2016) Included in the packet.

COMMITTEE REPORTS: Report of the Nominating Committee

Slate of nominated officers for 2016-2017:

President – Fred Hazlewood

Vice President – Lee Thennes

Secretary/Treasurer – Robert Vollendorf

A motion was made by Holschbach, seconded by Kornely, to elect Trustee Hazlewood to serve as President until a full board is appointed. Motion carried.

A motion was made by Kornely, seconded by Brey, to elect Trustee Thennes to serve as Vice-President and Trustee Vollendorf to serve as Secretary/Treasurer. Motion carried.

NEW BUSINESS:

a. New Director Search – discussion led by Trustee Thennes. He also distributed a proposed timeline of the process and current job description.

CLOSED SESSION: A motion was made by Holschbach, seconded by Hazlewood, 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 6:20 p.m. The specific subject matter which will be considered in the closed session is the following:

a. *Search for Interim Director*

OPEN SESSION: A motion was made by Kornely, seconded by Holschbach, to enter into open session. The motion carried with a roll call vote and the Board reconvened in open session at 6:51 p.m.

There being no further business to come before the Board, a motion was made by Hunter, seconded by Brey, to adjourn. The meeting adjourned at 6:54 p.m.

Respectfully submitted,

Mary Davis,
Recording Secretary