

MINUTES OF THE MEETING OF  
THE MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES  
JULY 26, 2010

The regular meeting of the Manitowoc Public Library Board of Trustees was called to order in the 2<sup>nd</sup> Floor Conference Room at City Hall by Vice President David Gratz at 5:31 p.m., Monday, July 26, 2010.

**TRUSTEES PRESENT:** Diedrich, Gratz, Kornely, Pfeffer, Vollendorf, and Schmidt

**TRUSTEES ABSENT:** Hazlewood, Kadow, Sczygelski, Stokes, and Waldron

**OTHERS PRESENT:** Stewart, Davis, Muchin Young, Eisenschink, and Sharon Cornils (Manitowoc County Personnel Director)

**MINUTES:** A motion was made by Kornely, seconded by Schmidt, to approve the minutes of the June 28, 2010 Board of Trustees regular meeting. Motion carried.

**FINANCIAL MANAGEMENT REPORT:** A motion was made by Pfeffer, seconded by Diedrich, to approve the Financial Management Report for the month of June, 2010 in the amount of \$237,441.65. Motion carried.

**CHECK REGISTER:** A motion was made by Pfeffer, seconded by Vollendorf, to approve the Manitowoc Public Library operating check register for the month of July, 2010 in the amount of \$33,761.42. Motion carried.

A motion was made by Pfeffer, seconded by Diedrich, to approve the Manitowoc Public Library Foundation check register for the month of July, 2010 in the amount of \$12,578.39. Motion carried.

**PUBLIC COMMENT:** Nothing to report.

**CORRESPONDENCE:** Enclosed in the packet was the article from the Herald Times Reporter regarding the installation of the new public access computers.

**COMMITTEE REPORTS:** Trustee Kornely reported that Trustees' Kadow and Waldron would serve as the new Nominating Committee.

A motion was made by Vollendorf, seconded by Kornely, to move that nominations for Officers be closed and appoint as is on ballot. Motion carried.

David Gratz President, Dolly Stokes Vice President, Jane Pfeffer Secretary/Treasurer. President Gratz distributed committee appointments.

President Gratz appointed Trustees' Diedrich and Schmidt to the Bargaining Committee.

The Facilities Committee will schedule a meeting for sometime in August, 2010.

**CLOSED SESSION:** A motion was made by Kornely, seconded by Vollendorf, to enter into closed session as authorized by Section 19.85 (1)(e); (1)(c); and (1)(f) of the Wisconsin Statutes for the purpose of Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The specific subject matter which will be considered in the closed session is the following: Proposal of Labor Management Services from the County of Manitowoc; Proposal for Labor Management Services from Michael Best & Friedrich, LLP; Discuss negotiations and strategy for Hours Grievance (9/7/09); and Six month performance evaluation and compensation of Cheryl Nessman, Technical Services Department Head; and Discipline of library employee due to misconduct. Motion carried with a roll call vote and the Board entered into closed session at 5:55 p.m.

**OPEN SESSION:** A motion was made by Pfeffer, seconded by Schmidt, to enter into open session. Motion carried with a roll call vote and the Board reconvened in open session at 6:50 p.m.

A motion was made by Schmidt, seconded by Pfeffer, to enter into an agreement with the County of Manitowoc to provide labor management services through Sharon Cornils, Personnel Director and with Michael Best & Friedrich, LLP to provide an analysis of labor contract, up to \$3000. Motion carried.

A motion was made by Kornely, seconded by Diedrich, to accept the recommendation of compensation for Cheryl Nessman, Technical Services Department Head. Motion carried.

**DIRECTOR'S REPORT:** Copies of the Director's Report for the period of June, 2010 thru July, 2010 were included in the board packets, as well as Department Managers' Reports for the month of June, 2010. Stewart reported we've been working with the Manitowoc County Genealogical Society who provided a list of grave markings of tombstones in all Manitowoc County cemeteries.

**OLD BUSINESS:** A motion was made by Vollendorf, seconded by Diedrich, to move that the Petitions and Solicitations Policy revisions are adopted. Motion carried.

**NEW BUSINESS:** There was discussion regarding the Resource Library Agreement between Manitowoc Public Library and Manitowoc-Calumet Library System.

A motion was made by Vollendorf, seconded by Schmidt, that the December 27, 2010 Board of Trustees meeting be rescheduled for December 20, 2010. Motion carried.

A motion was made by Vollendorf, seconded by Schmidt, the following be updated in the Personnel Policy Manual (soon to be called the Employee Handbook).

“effective January 1, 2010 Manitowoc Public Library agrees to pay toward the employees’ share of the Wisconsin Retirement Fund contribution an amount up to 6.5% of the employee’s salary, not to exceed the contribution amount set for other non-represented staff employed by the City of Manitowoc.” Motion carried.

The next meeting of the Board of Trustees will be Monday, August 23, 2010 at 5:30 p.m.

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 7:07 p.m.

Respectfully submitted,

Mary Davis,  
Recording Secretary