



Memorandum

To: Manitowoc Library Board of Trustees
From: Karin Adams, Executive Director
Re: 2nd Floor Bathroom Renovation
Date: April 27, 2026

As I have reported the past couple months, we have been researching the renovation of the 2nd floor bathrooms with the goal of making them more family-friendly and gender neutral.

We have received a preliminary quote from Keller; creating 4 family-size individual bathrooms would cost \$148,890.00.

I am proposing that the Library Board approve the usage of up to \$50,000.00 from the Library Reserve Fund to put towards this project, with the remaining amount being paid by the Manitowoc Public Library Foundation (subject to their approval as well).

Due to the size and scope of this project, we will be bringing it to public bid through the City's Department of Public Works, if the Library Board approves to move forward.

Thank you for your consideration.

Enclosure: Proposed bathroom floor plans from Keller; current Library Reserve Fund