



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Agenda

Library Board

Monday, November 24, 2025

5:00 PM

Manitowoc Public Library Board Room
and Remotely via Zoom

Pursuant to Section 19.84 (2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of the City of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the MANITOWOC PUBLIC LIBRARY BOARD OF TRUSTEES of the City of Manitowoc will be held on the date, time, and location listed above.

This meeting is being conducted both in the Board Room at Manitowoc Public Library and via Zoom to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public comment are asked to keep their microphone muted until public comment is opened to improve audio quality for all attendees. Those using their phone to call in may hit *6 to mute and unmute themselves.

Join Zoom Meeting: <https://us06web.zoom.us/j/86542835010?pwd=Lme178bFRZxyeR9ldSujmqPliRgtbN.1>

Meeting ID: 865 4283 5010

Passcode: 018890

Call In: +1 312 626 6799 US (Chicago)

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

- 1.) Call to Order
- 2.) Requests to Amend
- 3.) Public Comment

Members of the public are invited to speak at the Manitowoc Public Library Board of Trustees meeting each month on any matter related to the oversight of Manitowoc Public Library. The comments from each speaker shall be limited to five minutes in length unless extended by action of the Manitowoc Public Library Board of Trustees.

- 4.) Approval of Minutes (action requested)

[25-0806](#)

- a. Regular Board Meeting - October 27, 2025
- b. Personnel Committee Meeting - November 10, 2025

Attachments:[Regular Library Board Meeting Minutes - October 27, 2025](#)[Personnel Committee Meeting Minutes-November 10 2025](#)**5.) Financial Reports (action requested)**[25-0807](#)

- Budget Status - October 2025 (Fund 2810)
- Budget Status - October 2025 (Fund 2813)
- MPL Check Register - October 25, 2025 - November 21, 2025
- Financial Summary

Attachments:[Budget Status October 2025 \(Fund 2810\)](#)[Budget Status October 2025 \(Fund 2813\)](#)[MPL Check Register November 2025](#)[Financial Summary October 2025](#)**6.) Correspondence**[25-0808](#)

- a. None

7.) Administrative Reports[25-0809](#)

- a. Director's Report - October 2025
- b. Manager Highlights - October 2025
- c. Monthly Statistics - October 2025
- d. Seehafer News Articles - October 2025

Attachments:[Director's Report 11.24.25](#)[October Manager Highlights](#)[Monthly Stats October 2025](#)[October 2025 Articles](#)**8.) New Business**[25-0817](#)

- a. 2026 Library Calendar (action requested)

Attachments:[memo.2026 Holiday and closure schedule](#)[2026 MPL Calendar](#)[25-0818](#)

- b. Closure Request (action requested)

Attachments:[memo.Closure Request](#)[25-0819](#)

- c. December Board Meeting date (possible action)

[25-0810](#)

- d. Facilities update - Stacey Bialek

9.) Convene in Closed Session[25-0821](#)

a. Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1) (c) of the Wisconsin Statutes, for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The specific subject matter that may be considered in closed session is the following:

a. Executive Director Annual Performance Evaluation

Attachments:

[Performance Ratings and Competencies Definitions](#)

10.) Reconvene in Open Session[25-0820](#)

a. Executive Director Annual Performance Evaluation (action requested)

11.) Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the Library's ADA Manager Stacey Bialek at 920-686-3008 or email <mailto:sbialek@manitowoc.org> at least 48 hours in advance of the meeting.