



City of Manitowoc

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

Meeting Minutes - Draft

Library Board

Monday, August 25, 2025

5:00 PM

Manitowoc Public Library Board Room
and Remotely via Zoom

1.) Call to Order

The meeting was called to order by President Darian Kaderabek at 5:00 p.m.

Present: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

Absent: 4 - Doneff, Norell, Pauwels and O'Connor

Others present: Adams, Bialek, Gadzinski, Hansen, John, and Hanf

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)

[25-0575](#)

- a. Regular Board Meeting - July 28, 2025
- b. Finance Committee Meeting - August 14, 2025

Attachments: [Regular Library Board Meeting Minutes -July 28, 2025](#)
[Finance Committee Meeting Minutes August 14 2025](#)

Moved by Able, seconded by Buchko, that the minutes be approved. The motion carried by the following vote:

Aye: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

5.) Financial Reports (action requested)

[25-0576](#)

- Budget Status - July 2025 (Fund 2810)
- Budget Status - July 2025 (Fund 2813)
- MPL Check Register - July 26, 2025 - August 22, 2025
- Financial Summary

Attachments: [Budget Status July 2025 \(Fund 2810\)](#)
[Budget Status July 2025 \(Fund 2813\)](#)
[MPL Check Register August 2025](#)
[Financial Summary July 2025](#)

Moved by Brick, seconded by Buchko, that the financial reports be approved. The motion carried by the following vote:

Aye: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

6.) Correspondence

[25-0623](#) a. Youth Services Intern - EM
b. Materials Management Intern - RD

Attachments: [Youth Services Intern_Elly Meissner](#)
[Materials Management Intern_Rory Doneff](#)

7.) Administrative Reports

[25-0578](#) a. Director's Report - July 2025
b. Manager Highlights - July 2025
c. Monthly Statistics - July 2025
d. Seehafer News Articles - July 2025

Attachments: [Director's Report 8.25.25](#)
[July Manager Highlights](#)
[Monthly Stats July 2025](#)
[July 2025 Articles](#)

8.) New Business

[25-0624](#) a. 2026 Budget - Chris Able, Treasurer (action requested)

Attachments: [Memo 2026 Library Budget](#)
[2026 Budget Worksheet Recommended](#)
[Impact Snapshot - 2024 Financial Highlights](#)

Moved by Able, seconded by Buchko, that the 2026 budget be approved. The motion carried by the following vote:

Aye: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

9.) Old Business

[25-0625](#) a. Library HVAC Project Update (action requested)

Attachments: [memo.HVAC Replacement Bid](#)
[BID TAB WB-25-15](#)
[Reserve Fund Balance Summary](#)

Moved by Able, seconded by Peters, that the library HVAC project update be approved. The motion carried by the following vote:

Aye: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

[25-0579](#) b. Facilities and Building Updates - Stacey Bialek

10.) Adjournment

Moved by Peters, seconded by Brick, that this meeting be adjourned at 5:09 p.m. be adjourned. The motion carried by the following vote:

Aye: 6 - Brick, Peters, Kaderabek, Buchko, Goetz and Able

Submitted by Olivia Hanf, Recording Secretary