



City of Manitowoc

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

Meeting Minutes - Draft

Library Board

Monday, September 22, 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: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

Absent: 1 - O'Connor

Others present: Adams, Bialek, Gadzinski, Verbeten, John, Plekan, 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)

[25-0647](#) a. Regular Board Meeting - August 25, 2025

Attachments: [Regular Library Board Meeting Minutes - August 25, 2025](#)

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

Aye: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

5.) Financial Reports (action requested)

[25-0648](#)

- Budget Status - August 2025 (Fund 2810)
- Budget Status - August 2025 (Fund 2813)
- MPL Check Register - August 23, 2025 - September 19, 2025
- Financial Summary

Attachments: [Budget Status August 2025 \(Fund 2810\)](#)

[Budget Status August 2025 \(Fund 2813\)](#)

[MPL Check Register September 2025](#)

[Financial Summary August 2025](#)

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

Aye: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

6.) Correspondence

[25-0685](#) a. Todd Blaser, Chief of Fire Rescue

Attachments: [Correspondence Todd Blaser](#)

7.) Administrative Reports

[25-0650](#) a. Director's Report - August 2025
b. Manager Highlights - August 2025
c. Monthly Statistics - August 2025
d. Seehafer News Articles - August 2025

Attachments: [Director's Report 9.22.25](#)
[August Manager Highlights](#)
[Monthly Stats Aug 2025](#)
[August 2025 Articles](#)

8.) New Business

[25-0686](#) a. 2025 Summer Reading Program overview - Sharon Verbeten and Tony Plekan

Attachments: [SRP 2025 Update to Board](#)

[25-0687](#) b. Resource Library Agreement 2026 (action requested)

Attachments: [R L Agreement 2026 - REDLINE](#)
[R L Agreement 2026 - CLEAN](#)

Moved by Buchko, seconded by Peters, that the Resource Library Agreement for 2026 be approved. The motion carried by the following vote:

Aye: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

[25-0688](#) c. Employee Policy Manual updates (action requested)

Attachments: [memo.Employee Policy Manual Revisions REDLINE](#)
[Employee Policy Manual Revisions CLEAN](#)

Moved by Able, seconded by Brick, that the Employee Policy Manual updates be approved. The motion carried by the following vote:

Aye: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

9.) Old Business

[25-0689](#) a. HVAC Rooftop Unit and Controls Replacement project update

[25-0651](#) b. Facilities and Building Updates - Stacey Bialek

10.) Adjournment

Moved by Buchko, seconded by Peters, that this meeting be adjourned at 5:27 p.m. The motion carried by the following vote:

Aye: 9 - Brick, Peters, Doneff, Norell, Kaderabek, Buchko, Pauwels, Goetz and Able

Submitted by Olivia Hanf, Recording Secretary