



City of Manitowoc

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

Meeting Agenda

Library Board

Monday, May 22, 2023

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/81034540587?](https://us06web.zoom.us/j/81034540587?pwd=azNKeEZxQWdodzk3SIZOejJCd2puQT09)

[pwd=azNKeEZxQWdodzk3SIZOejJCd2puQT09](https://us06web.zoom.us/j/81034540587?pwd=azNKeEZxQWdodzk3SIZOejJCd2puQT09)

Meeting ID: 810 3454 0587

Passcode: 053712

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.) Request 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.) New Business (action requested)[23-0448](#)

- a. Library Policies - Eric Ncyz, Interim City Attorney
 - i. Social Media Policy
 - ii. Privacy & Confidentiality Policy
 - iii. Photography & Filming Policy

Attachments:[Social Media Policy revised 03.2023 FINAL](#)[Privacy Confidentiality Policy](#)[Photography Filming Policy](#)**5.) Approval of Minutes (action requested)**[23-0411](#)

- a. Regular Board Meeting - April 24, 2023

Attachments:[Regular Board Meeting Minutes - April 24, 2023](#)**6.) Financial Reports (action requested)**[23-0412](#)

- Budget Status - April 2023 (Fund 2810)
- Budget Status - April 2023 (Fund 2813)
- MPL Check Register - May 2023
- Financial Summary

Attachments:[Budget Status - April 2023 \(Fund 2810\)](#)[Budget Status - April 2023 \(Fund 2813\)](#)[MPL Check Register May 2023](#)[Financial Reports May 22, 2023](#)**7.) Correspondence**[23-0447](#)

- a. Correspondence_CESA 6
- b. National Library Week Press Release, April 24, 2023

Attachments:[Correspondence_CESA 6](#)[National Library Week Press Release, April 24, 2023](#)**8.) Administrative Reports**[23-0413](#)

- a. Director's Report - April 2023
- b. Manager Highlights - April 2023
- c. Monthly Statistics - April 2023
- d. Seehafer News Articles - April 2023
- e. Jobs around the library - Youth Services Librarian, Betty Schwede

Attachments: [Director's Report 5.22.23](#)
 [April Manager Highlights](#)
 [Monthly Stats April 2023](#)
 [April 2023 Articles](#)

9.) Old Business

[23-0414](#) a. Trustee Manual Review: Chapters 11 & 12

Attachments: [Wisconsin Trustee Essential Handbook link](#)

10.) Housekeeping

[23-0449](#) a. Officer Nominations
 b. Recognition

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.