



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda

### Library Board

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Monday, September 22, 2025

5:00 PM

Manitowoc Public Library Board Room  
and Remotely via Zoom

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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/83031373342?pwd=4TI4xOb37eQ51NHcwIOw9V7TUv5OSf.1>

Meeting ID: 830 3137 3342

Passcode: 586522

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)

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

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

## 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](#)

## 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](#)

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

**Attachments:**     [memo.Employee Policy Manual Revisions REDLINE](#)  
                              [Employee Policy Manual Revisions\\_CLEAN](#)

## 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

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.