



City of Manitowoc

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

Meeting Agenda - Final-revised

Library Board

Monday, February 27, 2017

5:00 PM

Manitowoc Public Library Board Room

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.

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

1. Call to Order

2. Approval of Minutes

[17-0188](#)

a. Regular Board Meeting - January 23, 2017

Attachments:

[MINUTES OF THE January 23, 2017 Regular Bd Mtg 5pm](#)

3. Approval of Budget Status Reports

[17-0186](#)

a. December 2016 FINAL - Fund 2810.

Attachments:

[BUDGET STATUS - December 2016 FINAL \(Fund 2810\)](#)

[17-0187](#)

b. December 2016 FINAL - Fund 2813.

Attachments:

[BUDGET STATUS - December 2016 FINAL \(Fund 2813\)](#)

[17-0206](#)

c. January 2017 - Fund 2813

Attachments:

[BUDGET STATUS - January 2017 \(Fund 2813\)](#)

[17-0229](#)

d. January 2017 - Fund 2810

Attachments:

[BUDGET STATUS - January 2017 \(Fund 2810\)](#)

4. Approval of Bills/Check Register

[17-0249](#) February 2017 Check Register

Attachments: [Enc 4 - Approval of Bills Check Register \(February 2017\)](#)

5. Public Comment (Persons wishing to address the library board may notify the board president and/or library director prior to the meeting at which they intend to speak)

6. Correspondence

[17-0246](#) a. Carlson Dettmann letter

Attachments: [Enc 6a - Correspondence - Carlson Dettmann letter](#)

7. Administrative Reports

[17-0215](#) a. Director's Report

Attachments: [Enc 7a - Director's Report \(January 2017\)](#)

[17-0216](#) b. Manager Highlights

Attachments: [Enc 7b - Manager highlights \(January 2017\)](#)

[17-0217](#) c. Monthly Statistics

Attachments: [Monthly Statistics - January 2017](#)

d. Staff update - Marketing Department

8. Committee Reports

a. Personnel Committee

b. Finance Committee

c. Buildings Committee

d. Long-Range Planning Committee

e. Nominating Committee

9. New Business

[17-0242](#) a. Revisions to April 25, 2016 minutes regarding transferring funds (City Finance Director)

Attachments: [Enc 9a - Revisions to April 25, 2016 minutes regarding transferring funds](#)

[17-0243](#) b. 2016 Year end fund balances and rolling funds in 2813 (City Finance Director)

[17-0244](#) c. Summer Intern 2017

Attachments: [Enc 9c - Summer Intern 2017](#)

[17-0239](#) d. Updated Literacy Consultant Service Agreement

Attachments: [Enc 9d - Updated Literacy Consultant Service Agreement](#)

[17-0240](#) e. Lost or unattended minor public policy

Attachments: [Enc 9e - Lost or unattended minor public policy](#)

[17-0241](#) f. Article XI Emergency Conditions - Employee Policy Manual

Attachments: [Enc 9f - Article XI Emergency Conditions - Employee Policy Manual](#)

[17-0245](#) g. Purchase options for staff ipads

Attachments: [Enc 9g - Purchase options for staff ipads](#)

[17-0247](#) h. 2016 Manitowoc Public Library Annual Report

Attachments: [Enc 9h - 2016 Manitowoc Public Library Annual Report \(draft waiting approval\)](#)

[17-0250](#) i. Discussion of Board Packet options

Attachments: [Enc 9i - Discussion of Board Packet options](#)
[Enc 9i \(2\) - Memo 2017 Board ipad Proposal](#)

10. Adjournment

If you need accommodations for this meeting, please notify the Library's ADA Manager StaceyBialek at least 48 hours in advance of the meeting at 920-686-3008 or <sbialek@manitowoc.org>.