



City of Manitowoc

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

Meeting Minutes - Draft

Library Board

Monday, May 24, 2021

5:00 PM

Balkansky Community Room
and Remotely via Zoom

1. Call to Order

The meeting was called to order by President Chris Able at 5:01 p.m.

Others present: Stoeger, Davis, John, Eisenschink, Lee, Bialek, Schadrie, Smith, Kathleen McDaniel (City Attorney), Lisa Hall, Margaret Pauwels, Suelynn Moore, Dawn Erdmann, Sonia Vasquez, Natasha Kahn, Ellen Wilhelm, Eric Sitkiewitz

Present: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

Absent: 1 - Thennes

2. Requests to Amend

Motion to amend the agenda to bring Old Business, 8a "Review mask requirement for public and staff" to the first item of business.

Moved by Hunter, seconded by Hazlewood, that this Action Item be approved.

The motion carried by the following vote:

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

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.

Those wishing to make public comment without attending the live meeting should email a message to kstoeger@manitowoc.org by 12:00 p.m. Central the day of the meeting. Emailed public comment will be attached to the agenda and made part of the public record.

[21-0485](#)

Previously submitted public comments

Attachments: [PUBLIC COMMENT Bauer](#)
[PUBLIC COMMENT Druschke](#)
[PUBLIC COMMENT Ford](#)
[PUBLIC COMMENT Hochmuth](#)
[PUBLIC COMMENT Hoeltke](#)
[PUBLIC COMMENT Hoeltke 2](#)
[PUBLIC COMMENT Hoeltke 3](#)
[PUBLIC COMMENT Lawrence](#)
[PUBLIC COMMENT Pope](#)
[PUBLIC COMMENT Vlastelica](#)
[PUBLIC COMMENT Weyer](#)
[PUBLIC COMMENT Whorley](#)
[PUBLIC COMMENT Zimdars](#)

4. Approval of Minutes (action requested)

[21-0486](#) - Regular Board Meeting - April 26, 2021

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 4-26-2021](#)

Moved by Hunter, seconded by Martell, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

5. Financial Reports (action requested)

[21-0487](#) - Budget Status (Fund 2810) - April 2021
- Budget Status (Fund 2813) - April 2021
- MPL Operating Budget with the City of Manitowoc for the month of May 2021

Attachments: [BUDGET STATUS - April 2021 \(Fund 2810\)](#)
[BUDGET STATUS - April 2021 \(Fund 2813\)](#)
[Monthly Check Register - May 2021](#)

Moved by Able, seconded by McVeigh, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

6. Correspondence

[21-0488](#) a. Herald Times Reporter - weekly articles from Director/Staff (April 2021)

Attachments: [HTR Articles - April 2021](#)

7. Administrative Reports

- [21-0489](#) a. Director Report - April 2021
Manager Highlights - April 2021
Monthly Statistics - April 2021

Attachments: [Dir Report - April 2021](#)
[Manager Highlights - April 2021](#)
[Monthly Statistics - April 2021](#)

The Executive Director used this time to address Public Comment concerns.

- [21-0490](#) b. STAFF UPDATE - SILLI Grant Recipient: Game On - Julia

Attachments: [Manitowoc Public Library Video Game Collection Coming June 1](#)
[Video Game Sign Collection](#)

8. Old Business

- [21-0492](#) a. Impact of COVID-19 on MPL Services and Staff (action requested)
- Review mask requirement for public and staff
- Review status of COVID on MPL services and staff

Attachments: [Low Threat Level Status 5.2021 DRAFT](#)
[COVID 19 Metrics MPL 5.2021 for May 24, 2021 Regular Bd Mtg](#)

Motion to approve from the MPL Low Threat Level Document, the removal of the mask requirement for patrons and staff.

Moved by Hazlewood, seconded by Neuenfeldt, that this Action Item be approved. The motion carried. Aye 9

Motion to amend the recommendations to the MPL Low Threat Level Document to read: Resume regular weekend hours of operation as of July 30, 2021.

Moved by Martell, seconded by Czekala, that this Action Item be approved. The motion carried. Aye 8; Nay 1 (Able)

Motion to approve the recommendations to the MPL Low Threat Level Document, to include the amendment to resume regular weekend hours of operation as of July 30, 2021.

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

- [21-0493](#) b. Email Accounts for Library Board members (possible action)

No Action Taken at this time, will discuss further at the June 28, 2021 Board meeting.

9. New Business

[21-0495](#)

a. Updated revisions to Employee Policy Manual (action requested)

Attachments: [DRAFT EPM 05.2021 revisions](#)

Motion to review and approve the changes to the Employee Policy Manual.

Moved by Hunter, seconded by Czekala, that this Action Item be approved. The motion carried by the following vote:

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

[21-0502](#)

b. Meeting location for Library Board (discussion and possible action) (As requested by Trustee Martell)

No Action Taken.

10. Recognition of Trustee Hazlewood's Years of Service

11. Adjournment

Motion was made by Hazlewood to adjourn at 6:50 p.m. The motion carried by the following vote:

Aye: 9 - Hazlewood, Able, Neuenfeldt, Quistorf, McVeigh, Martell, Doneff, Hunter and Czekala

Submitted by Mary Davis, Recording Secretary