



City of Manitowoc

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

Meeting Minutes - Draft

Library Board

Monday, August 23, 2021

5:00 PM

Manitowoc Public Library Board
Room and Remotely via Zoom

1. Call to Order

The meeting was called to order by President Chris Able at 5:00 p.m.

Others present: Eisenschink, Bialek, Davis, John, Gadzinski M, Menk, Devins and Marquardt P

Present: 9 - Quistorf, McVeigh, Martell, Doneff, Hunter, Thennes, McMeans, Able and Pauwels

Absent: 2 - Neuenfeldt and Czekala

2. Requests to Amend

None

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)

[21-0770](#)

- Regular Board Meeting - July 26, 2021
- Personnel Committee Meeting - August 19, 2021
- Finance Committee Meeting - August 19, 2021

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 7-26-2021](#)

[LEGISTAR MINUTES - Personnel Committee Meeting 8-19-2021](#)

[LEGISTAR MINUTES - Finance Committee Meeting 8-19-2021](#)

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

Aye: 8 - Quistorf, McVeigh, Martell, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 1 - Hunter

5. Financial Reports (action requested)

[21-0771](#)

- Budget Status - July 2021 (Fund 2810)
- Budget Status - July 2021 (Fund 2813)

- MPL Operating Budget with the City of Manitowoc for the month of August 2021

Attachments: [BUDGET STATUS - July 2021 \(Fund 2810\)](#)

[BUDGET STATUS - July 2021 \(Fund 2813\)](#)

[Monthly Check Register - August 2021](#)

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

Aye: 8 - Quistorf, McVeigh, Martell, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 1 - Hunter

6. Correspondence

[21-0772](#) a. Seehafer News - weekly articles from Director/Staff (July 2021)

Attachments: [Seehafer News Articles - July 2021](#)

7. Administrative Reports

[21-0773](#) a. Manager Highlights - July 2021
Monthly Statistics - July 2021
COVID 19 Metrics MPL 8.2021 for August 23, 2021 Regular Bd Mtg

Attachments: [Manager Highlights - July 2021](#)

[Monthly Statistics - July 2021](#)

[COVID 19 Metrics MPL 8.2021 for August 23, 2021 Regular Board Meeting](#)

[21-0774](#) b. STAFF UPDATE - Youth and Public Services final update on 2021 Summer Reading Program

Attachments: [SRP 2021 Staff Update](#)

8. Old Business

[21-0777](#) a. Board of Trustees emails (discussion)

Attachments: [Library Trustee email](#)

[21-0779](#) b. Trustee Training (discussion)

Attachments: [Trustee Training Week 2021 Schedule](#) [Wisconsin Trustee Training Week](#)

[21-0787](#) c. Library use comparison report from Trustee Pauwels (discussion)

Attachments: [Margaret Pauwels Library Circulation Summary](#)

9. Convene in Closed Session

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter that may be considered in closed session is the following:

- a. Review and discussion of library director applicants

(No minutes taken during Closed Session)

Moved by McMeans, seconded by Martell, to convene in closed session at 5:32 p.m. The motion carried with a roll call vote:

Aye: 8 - Quistorf, McVeigh, Martell, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 1 - Hunter

10. Reconvene in Open Session

Moved by Able, seconded by McVeigh, to reconvene in open session at 5:52 p.m. The motion carried with a roll call vote:

Aye: 8 - Quistorf, McVeigh, Martell, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 1 - Hunter

11. New Business

[21-0780](#)

- a. 2022 Budget (action requested)

Attachments: [BOARD ATTACHMENT 2021-2022 Budget Worksheet \(2\)](#)
[Manitowoc County Library Advisory Committee meeting enclosures 4-6](#)
[debt service funds 2014-2023](#)

Motion to approve the 2022 Budget.

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

Aye: 7 - Quistorf, McVeigh, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 2 - Martell and Hunter

12. Adjournment

Motion was made by McMeans, seconded by Thennes, to adjourn at 6:44 p.m. The motion carried by the following vote:

Aye: 7 - Quistorf, McVeigh, Doneff, Thennes, McMeans, Able and Pauwels

Excused: 2 - Martell and Hunter

Submitted by Mary Davis, Recording Secretary

