



City of Manitowoc

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

Meeting Minutes - Final

Library Board Personnel Committee

Wednesday, December 20, 2017

5:00 PM

Manitowoc Public Library

1. Call to Order

The meeting was called to order by Chairperson Ellen Reinertson at 5:00 p.m.

Others present: Stoeger, Davis and Kunde

Present: 3 - Reinertson, Myers and Thennes

Absent: 2 - Hunter and Vollendorf

2. Old Business

[17-1172](#)

a. Employee Policy Manual merger (*possible action*)

Attachments: [EPM-City with Library 12 2017 \(Personnel\)](#)
[Compare City and Library EPM 12 2017 \(Personnel\)](#)

No action taken at this time.

3. Public Comment

Members of the public will be permitted to speak at the Manitowoc Public Library Personnel Committee meeting on any matter of public interest. 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. Convene in Closed Session

A motion was made by Myers, seconded by Thennes, to convene in closed session at 5:22 p.m. The motion carried with a roll call vote:

Aye: 3 - Reinertson, Myers and Thennes

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, which authorizes the governmental body to convene in closed session 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. Library Director Performance Evaluation (possible action)
- b. Management Departure follow up (discussion)

(No minutes taken for the Closed Session portion)

5. Reconvene in Open Session

A motion was made by Thennes, seconded by Myers, to reconvene in open session at 5:50 p.m. The motion carried with a roll call vote:

Aye: 3 - Reinertson, Myers and Thennes

[17-1173](#)

- a. Possible action on Closed Session subject matter

Motion to bring Library Director Performance Evaluation to the full Board at their January 2018 meeting, for review.

Moved by Thennes, seconded by Myers, that this Action Item be approved. The motion carried. Ayes, 3. Nays, none

6. Adjournment

A motion was made by Myers, seconded by Thennes, to adjourn at 5:51 p.m.

Submitted by Mary Davis, Recording Secretary