



City of Manitowoc

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

Meeting Minutes - Final

Library Board

Monday, October 25, 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 5:02 p.m.

Others present: Lee, Eisenschink, Hansen, Davis, John, Marquardt P and Khan N

Present: 10 - Neuenfeldt, Quistorf, McVeigh, Martell, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

Absent: 1 - Doneff

2. Requests to Amend

Trustee Martell requested agenda items #10 Convene in Closed Session and #8a Old Business be moved to the top of the agenda. Approved by unanimous consent.

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)

[21-1005](#)

- Regular Board Meeting - September 27, 2021
- Personnel Committee Meeting - October 18, 2021

Attachments: [LEGISTAR MINUTES - Regular Board Meeting 9-27-2021](#)
[LEGISTAR MINUTES - Personnel Committee Meeting 10-18-2021](#)

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

Aye: 10 - Neuenfeldt, Quistorf, McVeigh, Martell, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

5. Financial Reports (action requested)

[21-1006](#)

- Budget Status - September 2021 (Fund 2810)
- Budget Status - September 2021 (Fund 2813)
- MPL Operating Budget with the City of Manitowoc for the month of October 2021

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

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

Aye: 10 - Neuenfeldt, Quistorf, McVeigh, Martell, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

6. Correspondence

[21-1007](#) a. Seehafer News Articles for September 2021

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

[21-1025](#) b. Thank you note from NAMI

Attachments: [Thank you card from NAMI](#)

7. Administrative Reports

[21-1008](#) a. Manager Highlights - September 2021
Monthly Statistics - September 2021
COVID 19 Metrics MPL 10.2021

Attachments: [Manager Highlights - September 2021](#)
[Monthly Statistics - September 2021](#)
[COVID 19 Metrics MPL 10.2021 for October 25, 2021 Regular Bd Mtg](#)

[21-1009](#) b. STAFF UPDATE - Virtual Library Card presentation (Julia)

Attachments: [Virtual Library Cards](#)
[VLC Handout Page 1](#)
[VLC Handout Page 2](#)
[VLC Bookmark FRONT](#)
[VLC Bookmark BACK](#)
[VLC Poster NEW Library](#)
[VLC Poster Teens](#)

8. Old Business

[21-1010](#) a. Managers request to close December 26, 2021 (action requested)

Attachments: [December 26 Information](#)

Motion to deny the request to close December 26, 2021.

Moved by Czekala, seconded by Martell, that this Action Item be approved. The motion failed. Aye 4 (Czekala, Martell, McMeans, Pauwels); Nay 5 (Thennes, Neuenfeldt, Hunter, McVeigh, Quistorf); Abstain 1 (Able)

Motion to approve the request to close December 26, 2021.

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

Aye: 5 - Neuenfeldt, Quistorf, McVeigh, Hunter and Thennes

Nay: 4 - Martell, Czekala, McMeans and Pauwels

Abstain: 1 - Able

9. New Business

[21-1013](#) a. Resource Library Agreement (action requested)

Attachments: [RL Agreement 2022 DRAFT](#)

Motion to enter into agreement.

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

Aye: 9 - Neuenfeldt, Quistorf, McVeigh, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

Excused: 1 - Martell

[21-1014](#) b. Appointment of MPL Board of Trustee to MCLS Board (action requested)

Attachments: [Memorandum MCLS Meeting Calendar](#)

[MCLS Board of Trustees Descripton](#)

[2021 MCLS Board Meeting Dates](#)

[2022 - MCLS Board Meeting Dates](#)

Motion to appoint Trustee Neuenfeldt to serve as the Resource Library Representative on the MCLS Board of Trustees.

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

Aye: 9 - Neuenfeldt, Quistorf, McVeigh, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

Excused: 1 - Martell

[21-1051](#) c. December 2021 Board Meeting schedule (action requested)

Attachments: [Memorandum December Meeting](#)

Motion to approve the request to move the Regular Board Meeting from December 27, 2021 to December 20, 2021.

**Moved by McMeans, seconded by Neuenfeldt, that this Action Item be approved.
The motion carried by the following vote:**

Aye: 9 - Neuenfeldt, Quistorf, McVeigh, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

Excused: 1 - Martell

[21-1015](#) d. Quarter 3 Exception Report (discussion)

Attachments: [QTR 3 - 2021 Budget Exception Report](#)

Discussion only.

10. 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. Personnel Committee update on Executive Director search

(No minutes taken during Closed Session)

Moved by Czekala, seconded by McVeigh, to convene in closed session at 5:07 p.m. The motion carried with a roll call vote:

Aye: 10 - Neuenfeldt, Quistorf, McVeigh, Martell, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

11. Reconvene in Open Session

Moved by Czekala, seconded by McMeans, to reconvene in open session at 5:36 p.m. The motion carried with a roll call vote:

Aye: 10 - Neuenfeldt, Quistorf, McVeigh, Martell, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

[21-1023](#) a. Appointment of MPL Executive Director (possible action)

No Action Taken.

12. New Business (cont.)

[21-1052](#) e. Presentation on Requests for Reconsideration - Trustee Able

Attachments: [Reconsideration of Challenged Materials Policy](#)
[Reconsideration-Form-Fillable](#)
[Board Evaluation of Challenged Materials Form](#)
[Manitowoc Public Library Collection Development Policy](#)

13. Adjournment

Motion was made by Czekala, seconded by McVeigh, to adjourn at 6:19 p.m. The motion carried by the following vote:

Aye: 9 - Neuenfeldt, Quistorf, McVeigh, Hunter, Thennes, Czekala, McMeans, Able and Pauwels

Excused: 1 - Martell

Submitted by Mary Davis, Recording Secretary