

Mission: The mission of Manitowoc Public Library is to promote a culture of reading and to provide access to information. Through services, we strive to foster an environment that meets the educational, recreational and cultural needs of the community.

September 2025

- There were two important Human Resources Trainings in September for all City Managers:
 - Manager Training presented by City Human Resources department: specific City of Manitowoc guidelines in the topics of recruiting, interviewing, hiring policies, FMLA, Worker's Compensation, and more.
 - Reasonable Suspicion Training presented by CVMIC: understand the expectations and protocols related to drug and alcohol testing, and the consequences of negative behaviors, and identify the employee and manager's role in maintaining a safe work environment.
- I had a final 2026 Budget meeting with Mayor Nickels and Shawn Alfred, Finance Director, on September 15. This meeting was to finalize the Library's Budget after approval by the Library Board. There were no changes, and it will be presented as part of the City's Budget in November.
- Karen Hansen, Stacey Bialek, Max John and I met several times throughout the month to move forward with the renovation to the public computer and business center area. Plans for electrical work, replacement carpeting and new furniture and technology were finalized; the renovation will officially begin in October!
- The fall All-Staff Training Day was on Friday, September 26. While closed to the public, the Managers and I presented training on the following topics: employee expectations and conflict resolution, providing excellent internal and external customer service, and safety and security building protocols. Darian joined us at the end of the training to introduce herself to the staff and help pass out a thank you treat to everyone.
- The Chamber's Leadership of Manitowoc County program came to the Library on September 17. Tony Plekan, Librarian, gave them a tour of downtown, our historic "Manito-walk" program, and I gave them a tour of the Library.



Other Meetings

- One-on-Ones with Managers and Staff
- Meetings with City Department Heads and the Mayor

Coming Up

- Performance Reviews for all employees in October
- City Council Budget meetings
- Trunk or Treat, October 21, 5:30pm
- Wisconsin Library Association conference Oct. 28-31
- Best Gift Ever book drive begins November 3
- Enchanted Evergleams at MPL beginning November 26