



Memorandum

To: Manitowoc Library Board of Trustees
From: Karin Adams, Executive Director
Re: 2026 Budget timeline and December meeting date
Date: October 27, 2025

The following is the timeline for the approval of the 2026 Budget, provided by Mayor Nickels:

- 2026 Budget
 - The upcoming meetings will be:
 - Tuesday, November 4 at 5:00pm – Special Council Meeting to present the 2026 Executive Budget. Immediately following – Finance Committee begins deliberations and sets additional meeting dates for the month of November
 - Monday, November 17 – Regularly scheduled Common Council meeting
 - Monday, December 1 – Special Council Meeting to approve the budget and Public Hearing on the budget
 - Monday, December 15 - Regularly scheduled Common Council meeting

I will not have final and approved 2026 Budget totals until December. If the Board would like to see the final Budget this year, I would like to determine the date of the December meeting. The 4th Monday is December 22, but I also have the Board Room reserved for December 15 (reminder that the City Council meeting is at 6:30pm on December 15). If it is determined that no December meeting is necessary, I will present the final Budget at the January 2026 meeting.