



# City of Manitowoc

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

## Meeting Minutes - Draft

### Library Board

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Monday, January 26, 2026

5:00 PM

Manitowoc Public Library Board Room  
and Remotely via Zoom

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#### 1.) Call to Order

The meeting was called to order by Vice President Brick at 5:00 p.m.

**Present:** 9 - Brick, Peters, Norell, Kaderabek, Buchko, Pauwels, O'Connor, Goetz and Able

**Absent:** 1 - Doneff

Others present: Adams, Bialek, Verbeten, and Hanf

#### 2.) Requests to Amend

#### 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)

[26-0009](#) a. Regular Board Meeting - November 24, 2025

**Attachments:** [Regular Library Board Meeting Minutes - November 24, 2025](#)

Moved by Able, seconded by Buchko, that the minutes be approved. The motion carried by the following vote:

**Aye:** 9 - Brick, Peters, Norell, Kaderabek, Buchko, Pauwels, O'Connor, Goetz and Able

#### 5.) Financial Reports (action requested)

[26-0010](#) - Budget Status - November 2025 (Fund 2810)  
- Budget Status - November 2025 (Fund 2813)  
- MPL Check Register - November 22, 2025 - January 23, 2026  
- Financial Summary

**Attachments:** [Budget Status November 2025 \(Fund 2810\)](#)  
[Budget Status November 2025 \(Fund 2813\)](#)  
[MPL Check Register December 2025 and January 2026](#)  
[Financial Summary November 2025 - January 2026](#)

**Moved by Buchko, seconded by O'Connor, that the financial reports be approved. The motion carried by the following vote:**

**Aye:** 9 - Brick, Peters, Norell, Kaderabek, Buchko, Pauwels, O'Connor, Goetz and Able

## 6.) Correspondence

[26-0011](#) a. None

## 7.) Administrative Reports

[26-0012](#) a. Director's Report - November 2025 and December 2025  
b. Manager Highlights - November 2025  
c. Manager Highlights - December 2025  
d. Monthly Statistics - November 2025  
e. Monthly Statistics - December 2025  
f. Seehafer News Articles - November 2025  
g. Seehafer News Articles - December 2025

**Attachments:** [Director's Report 1.26.26](#)  
[November Manager Highlights](#)  
[December Manager Highlights](#)  
[Monthly Stats Nov 2025](#)  
[Monthly Stats Dec 2025](#)  
[November 2025 Articles](#)  
[December 2025 Articles](#)

## 8.) New Business

[26-0065](#) a. 2026 Library Budget

**Attachments:** [memo.2026 Library Budget](#)  
[2026 Budget Worksheet City Council Adopted](#)

[26-0054](#) b. Employee Policy Manual Updates (action requested)

**Attachments:** [memo.EmployeePolicyManual Revisions](#)  
[2026 Comp Plan FINAL](#)

**Moved by Buchko, seconded by Able, that the employee policy manual updates be approved. The motion carried by the following vote:**

**Aye:** 9 - Brick, Peters, Norell, Kaderabek, Buchko, Pauwels, O'Connor, Goetz and Able

## 9.) Old Business

[26-0013](#) a. Building and Facilities Updates - Stacey Bialek

## 10.) Adjournment

**Moved by Able, seconded by Buchko, that the meeting be adjourned at 5:17 p.m.  
The motion carried by the following vote:**

**Aye:** 9 - Brick, Peters, Norell, Kaderabek, Buchko, Pauwels, O'Connor, Goetz and Able

Submitted by Olivia Hanf, Recording Secretary