



# City of Manitowoc

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

## Meeting Minutes - Draft

### Library Board

---

Monday, April 24, 2023

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 5:00 p.m.

**Present:** 9 - Neuenfeldt, Quistorf, McMeans, Able, Pauwels, Marchant, Brick, Hunter and Kaderabek

**Absent:** 1 - Doneff

Others present: Adams, Eisenschink, Bialek, Verbeten, John, Plekan, Keck, Khan

#### 2.) Request to Amend

None.

#### 3.) Public Comment

None.

#### 4.) Approval of Minutes (action requested)

[23-0351](#) a. Regular Board Meeting - March 27, 2023

**Attachments:** [Regular Board Meeting Minutes - March 27, 2023](#)

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

**Aye:** 9 - Neuenfeldt, Quistorf, McMeans, Able, Pauwels, Marchant, Brick, Hunter and Kaderabek

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

[23-0350](#)

- Budget Status - January 2023 (Fund 2813)
- Budget Status - February 2023 (Fund 2813)
- Budget Status - March 2023 (Fund 2813)
- Budget Status - March 2023 (Fund 2810)
- MPL Operating Budget with the City of Manitowoc for the month of April 2023

- Attachments:** [Budget Status - January 2023 \(Fund 2813\)](#)  
[Budget Status - February 2023 \(Fund 2813\)](#)  
[Budget Status - March 2023 \(Fund 2813\)](#)  
[Budget Status - March 2023 \(Fund 2810\)](#)  
[MPL Check Register April 2023](#)

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

**Aye:** 9 - Neuenfeldt, Quistorf, McMeans, Able, Pauwels, Marchant, Brick, Hunter and Kaderabek

**6.) Correspondence**

None.

**7.) Administrative Reports**

- [23-0306](#)
- a. Director's Report - March 2023
  - b. Manager Highlights - March 2023
  - c. Monthly Statistics - February 2023
  - d. Monthly Statistics - March 2023
  - e. Seehafer News Articles - March 2023
  - f. Jobs around the library - Introducing Kristin Keck, new Youth Services Associate

- Attachments:** [Director's Report 4.24.23](#)  
[March Manager Highlights](#)  
[Monthly Stats February 2023](#)  
[Monthly Stats March 2023](#)  
[March Articles](#)

**8.) New Business**

- [23-0349](#)
- a. Approval of Parking Lot Use for Balloon Glow Event (action requested)

- Attachments:** [City Events Permit Balloon Glow 2023](#)  
[Balloon Glow Layout - 2023](#)

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

**Aye:** 8 - Neuenfeldt, McMeans, Able, Pauwels, Marchant, Brick, Hunter and Kaderabek

**Abstain:** 1 - Quistorf

**9.) Old Business**

- [23-0352](#)
- a. Summer Hours (possible action)

**Moved by Marchant, seconded by Hunter, that the proposed changes to Sunday**

**Summer Hours be approved. The motion carried by the following vote:**

**Aye:** 8 - Neuenfeldt, Quistorf, McMeans, Able, Marchant, Brick, Hunter and Kaderabek

**Nay:** 1 - Pauwels

[23-0353](#)

b. Trustee Manual Review: Chapter 9 & 10

**Attachments:** [Wisconsin Trustee Essential Handbook link](#)

## 10.) Housekeeping

[23-0354](#)

- a. Options for Annual Meeting
- b. Appointments and Re-appointments

## Adjournment

**Moved by Neuenfeldt, seconded by Quistorf, to adjourn at 5:30p.m. The motion carried by the following vote:**

**Aye:** 9 - Neuenfeldt, Quistorf, McMeans, Able, Pauwels, Marchant, Brick, Hunter and Kaderabek