



City of Manitowoc

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

Meeting Minutes - Draft

Library Board

Monday, March 25, 2024

5:00 PM

Manitowoc Public Library Board Room
and Remotely via Zoom

1.) Call to Order

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

Present: 6 - Quistorf, McMeans, Able, Pauwels, Brick and Peters

Absent: 3 - Neuenfeldt, Kaderabek and Doneff

Others present: Adams, Bialek, Hansen, Verbeten, Gadzinski, John, and Plekan

2.) Requests to Amend

None.

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)

[24-1291](#)

- a. Regular Board Meeting - February 26, 2024
- b. Personnel Committee Meeting - March 19, 2024

Attachments: [Regular Library Board Meeting Minutes - February 26, 2024](#)

[Personnel Committee Meeting Minutes - March 19, 2024](#)

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

Aye: 6 - Quistorf, McMeans, Able, Pauwels, Brick and Peters

5.) Financial Reports (action requested)

[24-1292](#)

- Budget Status - January 2024 (Fund 2813)
- Budget Status - February 2024 (Fund 2810)
- Budget Status - February 2024 (Fund 2813)
- MPL Check Register - March 2024
- Financial Summary

- Attachments:** [Budget Status - January 2024 \(Fund 2813\)](#)
[Budget Status - February 2024 \(Fund 2810\)](#)
[Budget Status - February 2024 \(Fund 2813\)](#)
[MPL Check Register March 2024](#)
[Financial Reports March 25, 2024](#)

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

Aye: 6 - Quistorf, McMeans, Able, Pauwels, Brick and Peters

6.) Correspondence

[24-1293](#) None.

7.) Administrative Reports

- [24-1294](#)
- a. Director's Report - February 2024
 - b. Manager Highlights - February 2024
 - c. Monthly Statistics - January 2024 Updated and February 2024
 - d. Seehafer News Articles - February 2024
 - e. Jobs around the library - Karen Hansen: An Evening with Dr. Temple Grandin

- Attachments:** [Director's Report 3.25.24](#)
[Library Legislative Day 2.6.24 Governor Evers](#)
[February Manager Highlights](#)
[Monthly Stats January 2024 updated](#)
[Monthly Stats February 2024](#)
[Feb 2024 articles](#)

8.) Personnel Committee Update - Abbey Quistorf

[24-1296](#) a. Personnel Committee Update - Abbey Quistorf

9.) New Business (action requested)

[24-1333](#) a. Parking Lot Use for Lakeshore Balloon Glow

- Attachments:** [Lakeshore Balloon Glow SEA 081624](#)
[Lakeshore Balloon Glow Map 081624](#)

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

Aye: 5 - McMeans, Able, Pauwels, Brick and Peters

Abstain: 1 - Quistorf

10.) Old Business

[24-1295](#)

- a. Facilities and Building Updates - Stacey Bialek
- b. Trustee Manual Review: Chapters 24 & 25

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

11.) Adjournment

**Moved by Peters, seconded by Able, that this meeting be adjourned at 5:23p.m.
The motion carried by the following vote:**

Aye: 6 - Quistorf, McMeans, Able, Pauwels, Brick and Peters

Submitted by Tony Plekan, Recording Secretary