



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes Library Board

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Tuesday, February 28, 2023

4:30 PM

City Hall Council Chambers 6 A/B

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1. Call meeting to order

Vice President Margret Mann called the meeting to order at 4:41pm

Vice President Margret Mann called for a motion for the meeting to go into recess until 7:00pm due to location posting issues.

Exarhos moved, seconded by Kellner that the meeting be recessed until 7:00pm. Voice Vote. Motion Carried. (10-0)

Roll Call was taken.

The meeting went into recess at 4:42pm

2. Roll call of membership

*Brozek and Nett left the meeting at 4:42pm*

**Others Present:** Owen Anderson, Nicole Casner, Ann Cooksey, Darrin Glad, Tina Krueger, Adriana McCleer, Alex Niemi, Colleen Rortvedt, Missy Sawicki, Tasha Saecker, Maureen Ward

**Present:** 10 - Looker, Kellner, Exarhos, Scheuerman, Mann, Nett, Van Zeeland, Keller, Brozek and Bunnow

**Excused:** 1 - Sivasamy

2. Roll call of membership

*Meeting Reconvened at 7:00pm*

**Present:** 8 - Looker, Kellner, Exarhos, Scheuerman, Mann, Van Zeeland, Keller and Bunnow

**Excused:** 3 - Nett, Sivasamy and Brozek

3. Approval of minutes from previous meeting

[23-0178](#)

January 17, 2023 Meeting Minutes

**Attachments:** [1-17-2023 Library Board Meeting Minutes.pdf](#)

Keller moved, seconded by Looker, that the January 17, 2023 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

**4. Public Participation and Communications**

**Establish Order of the Day**

**5. Action Items**

Vice President Mann called for a motion to place Action Items 23-0179, 23-0180, 23-0181, 23-0182, 23-0195, 23-0183, 232-0184, 23-0185, 23-0186 and 23-0187 on a Consent Agenda.

Looker moved, seconded by Keller that Action Items 23-0179, 23-0180, 23-0181, 23-0182, 23-0195, 23-0183, 232-0184, 23-0185, 23-0186 and 23-0187 be placed on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

Looker moved, seconded by Keller that the Consent Agenda be approved. Voice Vote. Motion Carried. (8-0)

[23-0179](#)

Bill Registers - December 2022 FINAL, January 2023

- Attachments:**     [Dec 2022 Bill Register FINAL.pdf](#)  
                              [Dec 2022 YTD FINAL.pdf](#)  
                              [January 2023 Bill Register.pdf](#)  
                              [Jan 2023 YTD.pdf](#)  
                              [January 2023 MTD.pdf](#)

**This Report Action Item was approved**

[23-0180](#)

February 2023 Budget Amendment

- Attachments:**     [Feb 23 Budget Amendment Requests.pdf](#)

**This Report Action Item was approved**

[23-0181](#)

Report of the Planning Committee

- Attachments:**     [1-20-2023 Planning Committee Meeting Minutes.pdf](#)  
                              [COA Health In All Policies Ordinance.pdf](#)  
                              [COA Racism as a Public Health Crisis Ordinance.pdf](#)  
                              [Inclusive Services Statement - August 1 2019.pdf](#)  
                              [StrategicPlan\\_OnePage \(3\).pdf](#)  
                              [Copy of APL Trustee Training Plan DRAFT rev Jan 2023.pdf](#)

**This Report Action Item was approved**

[23-0182](#)

Report of the Personnel & Policy Committee

**Attachments:** [2-15-2023 Personnel & Policy Committee Meeting Minutes.pdf](#)  
[Bylaws.pdf](#)  
[Roles Responsibilities.pdf](#)

This Report Action Item was approved

[23-0195](#)

Establish Library Director's 2023 Performance Goals

This Report Action Item was approved

[23-0183](#)

2023 Library Materials Budget

**Attachments:** [BudgetAllocationsProposal\\_2023\\_BoardView.pdf](#)

This Report Action Item was approved

[23-0184](#)

Annual Report 2022

**Attachments:** [2022 Annual Report Unsigned.pdf](#)

This Report Action Item was approved

[23-0185](#)

APL Statement on OWLS System Effectiveness for 2022

This Report Action Item was approved

[23-0186](#)

Closed Date for APL Staff Training - Friday, April 14, 2023

**Attachments:** [Updated Proposed Closures 2023.pdf](#)

This Report Action Item was approved

[23-0187](#)

Tuesday, April 18, 2023 Library Board Meeting Time Change - 3pm

**Attachments:** [APL Board Meeting Schedule 2023 Revised.pdf](#)

This Report Action Item was approved

## 6. Information Items

*The Board did not review or discuss any Information items on the balance of the Agenda.*

### A. Administrative Report

[23-0188](#) Building Project Update

**Attachments:** [Building Project Update February 2023.pdf](#)

[23-0189](#) APL Hiring Processes

[23-0190](#) Statistics - 2022 4th Quarter / Year End

**Attachments:** [DEC 2022.pdf](#)

[23-0191](#) 2022 4th Quarter / EOY Friends Grant Funded Program Summaries

**Attachments:** [FINAL 4th Quarter Friends Grant Funded Program Summaries.pdf](#)

[23-0196](#) Meeting and Scheduling Updates

## B. President's Report

[23-0192](#) Trustee Development - WLA Library Legislative Day Agenda and Report

**Attachments:** [Library Legislative Day Agenda 2-7-2023.pdf](#)

[LLD The-Benefits-of-Wisconsin-Public-Libraries.pdf](#)

[LLD Wisconsin-Libraries-by-the-Numbers.pdf](#)

[WI-Library-System-Map\\_Contacts LLD.pdf](#)

[WLA Book Lifecycle LLD.pdf](#)

[OWLS LLD Handout for Trustee Development.pdf](#)

## C. Staff Updates

[23-0193](#) Children's Program Updates

[23-0194](#) Community Partnerships Updates

## Closed Session

## 7. Adjournment

Keller moved, seconded by Looker that the meeting be adjourned. Voice Vote.  
Motion Carried. (8-0)

The meeting was adjourned at 7:06pm