



City of Appleton

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

Meeting Minutes Library Board

Tuesday, June 18, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order

President Margret Mann called the meeting to order at 4:38pm

2. Pledge of Allegiance

3. Roll call of membership

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

Present: 8 - Looker, Kellner, Mann, Nett, Van Zeeland, Keller, Brozek and Bunnow

Excused: 3 - Scheuerman, Sivasamy and Lee

4. Approval of minutes from previous meeting

[24-0787](#)

May 14, 2024 Library Board Meeting Minutes

Attachments: [05-14-2024 Library Board Meeting Minutes.pdf](#)

Kellner moved, seconded by Van Zeeland, that the Report Action Item be approved. Roll Call. Motion carried by the following vote:

Aye: 8 - Looker, Kellner, Mann, Nett, Van Zeeland, Keller, Brozek and Bunnow

Excused: 3 - Scheuerman, Sivasamy and Lee

5. **Public Participation & Communications**

[24-0788](#)

Trustee Re-appointments: Brozek, Bunnow and Keller

Attachments: [Reappointment J. Brozek.pdf](#)

[Reappointment N. Bunnow.pdf](#)

[Reappointment J. Keller.pdf](#)

Establish Order of the Day

President Margret Mann called for a motion to place Action Items 24-0789, 24-0790, 24-0791, 24-0792 and 24-0793 on a Consent Agenda.

Keller moved, seconded by Kellner that Action Items 24-0789, 24-0790, 24-0791, 24-0792 and 24-0793 be place on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

6. Action Items

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

[24-0789](#)

Bill Register - May 2024

Attachments: [May 24 Bill Register.pdf](#)
[APL Financial Cash Flow-May 2024.pdf](#)

This Report Action Item was approved

[24-0790](#)

Budget Amendment - June 2024

Attachments: [June 24 Budget Amendment.pdf](#)

This Report Action Item was approved

[24-0791](#)

Request to Approve Brand Identity Refresh with Showcase Communications for an Amount not to Exceed \$18,000

Attachments: [Brand Identity Update Memo.pdf](#)
[Proposal_APL2024.pdf](#)

This Report Action Item was approved

[24-0792](#)

Approve Billing Winnebago County under Act 420 and Authorize the Outagamie Waupaca Library System (OWLS) to Coordinate Billing on Appleton Public Library's Behalf

Attachments: [Winnebago County Billing Memo June 2024.pdf](#)

This Report Action Item was approved

[24-0793](#)

Recommend to Approve Awarding Self-Checkout(s) Contract to Vendor MK Solutions for an Amount not to Exceed \$50,000

Attachments: [Self Check Vendor Recommendation 061224.pdf](#)

This Report Action Item was approved

7. Information Items

Kellner left the meeting at 4:48pm

A. Administrative Report

[24-0795](#)

Building Project Update

Attachments: [May 2024 Building Project Update.pdf](#)

[24-0796](#)

APL Hiring Process Update

[24-0797](#)

Outagamie and Waupaca County Libraries Planning

Attachments: [County Library Planning memo to Boards 2024.pdf](#)

[24-0798](#)

2023 EOY Collaborative and Cooperative Efforts List

Attachments: [Library 2023 Year End Collaborative Cooperative Agreements List by Dept FINAL.pdf](#)

B President's Report

[24-0799](#)

Upcoming Summer Committee Meetings: Personnel & Policy Committee 6/25/2024 8:30am, Finance Committee TBD, Nominating Committee TBD

[24-0800](#)

Staff Response to Article: An Exploratory Social Justice Framework to Develop Public Library Services and Underserved Families

Attachments: [Trustee Training 1 An Exploratory Social Justice Framework to Develop Public Library Services with Underserved Families.pdf](#)

C. Staff Updates

[24-0801](#)

Children's Program Updates

[24-0802](#)

Community Partnerships Updates - Poet Laureate

8. Adjournment

Keller moved, seconded by Van Zeeland, that the be adjourned. Voice Vote. Motion Carried. (7-0)

The meeting was Adjourned at 5:33pm