



City of Appleton

Appleton Public Library
200 N. Appleton Street
Appleton, WI 54911

Meeting Minutes Library Board

Tuesday, November 18, 2025

5:00 PM

Appleton Public Library
200 N. Appleton Street
Cornerstone Conference Room

1. Call meeting to order

President Bastia Looker called the meeting to order at 5:00pm

2. Pledge of Allegiance

3. Roll call of membership

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

Present: 9 - Looker, Scheuerman, Mann, Keller, Brozek, Bunnaw, Lokensgard, Vargas
and Smith

4. Approval of minutes from previous meeting

[25-1394](#)

October 14, 2025 Library Board Meeting Minutes

Attachments: [10-14-2025 Library Board Meeting Minutes.pdf](#)

Mann moved, seconded by Smith, that the October 14, 2025 Library Board
Meeting Minutes be approved. Voice Vote. Motion Carried. (9-0)

5. Public Participation & Communication

Establish Order of the Day

President Looker called for a motion to place Action Items 25-1395, 25-1396,
12-1397, 25-1398, 25-1399, 25-1400, 25-1401 on a Consent Agenda.

Scheuerman moved, seconded by Mann that Action Items 25-1395, 25-1396,
12-1397, 25-1398, 25-1399, 25-1400, 25-1401 be placed on a Consent Agenda.
Voice Vote. Motion Carried. (9-0)

6. Action Items

Smith moved, seconded by Bunnaw to approve the Consent Agenda. Voice
Vote. Motion Carried. (9-0)

[25-1395](#)

Bill Register - October 2025

Attachments: [10 25 Bill Register.pdf](#)
 [MTD Oct 25.pdf](#)

This Report Action Item was approved

[25-1396](#)

November 2025 Budget Amendment

Attachments: [Nov 25 Budget Amendment.pdf](#)

This Report Action Item was approved

[25-1397](#)

2026 Proposed Library Closed Dates

Attachments: [Proposed Closures 2026.pdf](#)

This Report Action Item was approved

[25-1398](#)

2026 Library Board Meeting Schedule

Attachments: [APL Board Meeting Schedule 2026.pdf](#)

This Report Action Item was approved

[25-1399](#)

Authorization to Use Remaining United Way Fox Cities / Reach Out and Read Funds for "No Questions Asked" Collection

This Report Action Item was approved

[25-1400](#)

Report of the Personnel & Policy Committee

Attachments: [11-10-2025 Library Board Personnel & Policy Committee Meeting Minutes.pdf](#)
 [Sensory Room Policy Draft November 2025.pdf](#)
 [American Library Association Freedom to View Statement.pdf](#)
 [Display Policy \(DRAFT November 2025\).pdf](#)

This Report Action Item was approved

[25-1401](#)

Approval of the Library Director's 2025 End of Year Performance Review

This Report Action Item was approved

7. Information Items

A. Administrative Report

[25-1402](#) APL Hiring Process Update

[25-1403](#) 3rd Quarter 2025 Friends Grant Funded Program Summaries

Attachments: [3rd Quarter 2025 Friends Grant Funded Program Summaries FINAL.pdf](#)

[25-1404](#) 3rd Quarter 2025 Statistics

Attachments: [JULY 2025.pdf](#)
[AUG 2025.pdf](#)
[SEPT 2025.pdf](#)

[25-1405](#) Outagamie County Appointment to the Library Board

[25-1425](#) APL New Website Update

B. Presidents Report

[25-1406](#) Trustee Training Topic: Trustee Essentials Chapter 11 - Planning for the Library's Future

Attachments: [2020TrusteeEssentials- Planning.pdf](#)
[APL Strategic Plan Vision Mission Values and Pillars.pdf](#)

C. Staff Updates

[25-1407](#) Children's Program Updates

Attachments: [2025 Children's SLP Promotion.pdf](#)
[2025 Children's SLP Promotion \(2\).pdf](#)

[25-1408](#) Community Partnerships Updates

Attachments: [CP Update - Teen Art 11-2025.pdf](#)

Closed Session

8. Adjournment

Mann moved, seconded by Keller that the meeting be Adjourned. Voice Vote.
motion carried. (9-0)
The meeting was Adjourned at 5:49pm