



City of Appleton

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

Meeting Minutes Library Board

Tuesday, March 18, 2025

5:00 PM

Appleton Public Library
200 N Appleton Street
Cornerstone Conference Room

1. Call meeting to order

President Margret Mann called the meeting to order at 5:02pm

2. Pledge of Allegiance

3. Roll call of membership

Others Present: Mike Alberts, Nicole Casner, Ann Cooksey, Darrin Glad, Tina Krueger, Adriana McCleer, Alex Niemi. Colleen Rortvedt, Tasha Saecker, Maureen Ward

Present: 8 - Looker, Scheuerman, Mann, Van Zeeland, Keller, Brozek, Lokensgard and Vargas

Excused: 2 - Bunnow and Lee

4. Approval of minutes from previous meeting

[25-0234](#) February 25, 2025 Meeting Minutes

Attachments: [02-25-2025 Library Board Meeting Minutes.pdf](#)

Van Zeeland moved, seconded by Scheuerman, that the February 25, 2025 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

5. Public Participation & Communications

[25-0233](#) Introduction of New Library Board Trustee

[25-0249](#) Introduction of New APL Building Supervisor

Establish Order of the Day

6. Action Items

[25-0235](#)

Bill Register - February 2025

Attachments: [Feb 25 Bill Register.pdf](#)
 [APL Financial Cash Flow-February 2025.pdf](#)

Scheuerman moved, seconded by Looker, that the February 2025 Bill Register be approved. Voice Vote. Motion Carried. (8-0)

[25-0236](#)

March 2025 Budget Amendment

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

Van Zeeland moved, seconded by Looker, that the March 2025 Budget Amendment be approved. Voice Vote. Motion Carried. (8-0)

[25-0237](#)

2025 APL Materials Budget

Attachments: [MaterialsBudget 2025 ProposedAllocations BoardView.pdf](#)

Brozek moved, seconded by Lokensgard, that the 2025 APL Materials Budget be approved. Voice Vote. Motion Carried. (8-0)

[25-0238](#)

City of Appleton Fringe Benefits Policy Update

Attachments: [Fringe Benefit Policy 11.2024.pdf](#)

Scheuerman moved, seconded by Keller, that the City of Appleton Fringe Benefits Policy Updates be approved. Voice Vote. Motion Carried. (8-0)

[25-0239](#)

Space Use Policy and Library Rental Fee Schedule Updates

Attachments: [SPACE USE POLICY Draft 3-10-2025.pdf](#)
 [LIBRARY EVENT RENTAL FEE SCHEDULE DRAFT 3-10-2025.pdf](#)

Brozek moved, seconded by Van Zeeland, that the APL Space Use Policy and Library Rental Fee Schedule Updates be approved. Voice Vote. Motion Carried. (8-0)

7. Information Items

A. Administrative Report

[25-0241](#)

New Building Update

[25-0242](#)

APL Hiring Process Update

B President's Report

[25-0243](#) WLA Legislative Day Report

[25-0244](#) Trustee Annual Calendar

Attachments: [Trustee Annual Calendar 2025.pdf](#)

[25-0256](#) Proposed Elimination of the Institute of Museum and Library Services (IMLS)

C. Staff Updates

[25-0245](#) Children's Program Updates

[25-0246](#) Community Partnerships Updates

8. Adjournment

**Van Zeeland moved, seconded by Brozek, that the Meeting be adjourned.
Voice Vote. Motion Carried. (8-0)**

The Meeting was Adjourned at 6:08pm