



City of Appleton

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

Meeting Minutes - Final Library Board

Tuesday, February 24, 2026

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 5:01pm

2. Pledge of Allegiance

3. Roll call of membership

Others Present: Mike Alberts, Owen Anderson, Nicole Casner, Darrin Glad, Caitlin Kort, Peter Kotarba, Tina Krueger, Tori Lehrer, Alex Niemi, Colleen Rortvedt, Tasha Saecker, Missy Sawicki

Present: 8 - Looker, Scheuerman, Brozek, Bunnow, Lokensgard, Vargas, Smith and Englebert

Excused: 2 - Keller and Mann

4. Approval of minutes from previous meeting

[26-0198](#)

January 20, 2026 Library Board Meeting Minutes

Attachments: [01-20-2026 Library Board Meeting Minutes FINAL.pdf](#)

Scheuerman moved, seconded by Smith, that the January 20, 2026 meeting minutes be approved. Voice Vote. Motion Carried. (8-0)

5. Public Participation & Communication

6. Establish Order of the Day

President Looker called for a motion to place Action Items 26-0203, 26-0214, 26-0220, 26-0215 on a Consent Agenda.

Brozek moved. seconded by Scheuerman that Action Items 26-0203, 26-0214, 26-0220, 26-0215 on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

7. Action Items

Smith moved, seconded by Scheuerman, to approve the Consent Agenda. Voice Vote. Motion Carried. (8-0)

[26-0199](#) Bill Register -- December 2025 FINAL

Attachments: [Dec 25 Bill Register FINAL.pdf](#)
[MTD Dec 25 FINAL.pdf](#)

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

This Report Action Item was approved

[26-0203](#) Bill Register -- January 2026

Attachments: [Jan 26 Bill Register.pdf](#)
[MTD Jan 26.pdf](#)

This Report Action Item was approved

[26-0213](#) 2025 Department of Public Instruction Library Annual Report and System Compliance Statement

Attachments: [2025 Annual Report.pdf](#)

Vargas moved, seconded by Lokensgard that the 2025 Department of Public Instruction Library Annual Report and System be approved. Voice Vote. Motion Carried. (8-0),

This Report Action Item was approved

[26-0214](#) Report of the Personnel and Policy Committee

Attachments: [2-17-2026 Personnel and Policy Committee Meeting Minutes FINAL.pdf](#)

This Report Action Item was approved

[26-0220](#) Approval of Establishing the Library Director's 2026 Performance Goals

This Report Action Item was approved

[26-0215](#) 2026 Library Materials Budget

Attachments: [2026 Collection Allocations Proposal.pdf](#)

This Report Action Item was approved

8. Information Items

A. Administrative Report

[26-0216](#) APL Hiring Process Update

B. President's Report

[26-0217](#) WLA Library Legislative Day Report

Attachments: [WLA Life Cycle of a Library Bookf.pdf](#)
[WLA Shelving Parent 20Guardian Resources.pdf](#)

C. Staff Updates

[26-0218](#) Children's Program Updates

Attachments: [Feb 2026 Board.pdf](#)
[February_\(002\).pdf](#)

[26-0219](#) Community Partnerships Updates

Closed Session

8. Adjournment

Bunnow moved, seconded by Englebert that the meeting be Adjourned. Voice Vote. Motion Carried. (8-0)
The meeting was adjourned at 5:25 pm