



City of Appleton

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

Meeting Minutes Library Board

Tuesday, July 16, 2024

4:30 PM

Council Chambers, 6th Floor

1. Call meeting to order
2. Pledge of Allegiance
3. Roll call of membership

Sivasamy - Excused

Others Present: Owen Anderson, Nicole Casner, Ann Cooksey, Darrin Gladd, Adriana McCleer, Daniel McGinnis, Alex Niemi, Colleen Rortvedt, Tasha Saecker, Missy Sawicki, Bradley, Shipps, Maureen Ward

Present: 8 - Looker, Kellner, Scheuerman, Mann, Nett, Keller, Brozek and Lee

Excused: 2 - Van Zeeland and Bunnow

4. Approval of minutes from previous meeting

[24-0904](#)

June 18, 2024 Library Board Meeting Minutes

Attachments: [06-18-2024 Library Board Meeting Minutes.pdf](#)

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

Aye: 8 - Looker, Kellner, Scheuerman, Mann, Nett, Keller, Brozek and Lee

Absent: 2 - Van Zeeland and Bunnow

5. **Public Participation & Communications**

Establish Order of the Day

President Margret Mann call for a motion to place Action Items 24-0905, 24-0906, 24-0907, 20-0908 and 24-0909 on a Consent Agenda.

Scheuerman moved, seconded by Kellner that Action Items 24-0905, 24-0906, 24-0907, 24-0908, and 24-0909 be placed on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

6. Action Items

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

[24-0905](#)

Bill Register - June 2024

Attachments: [June 24 Bill Register.pdf](#)
[APL Financial Cash Flow-June 2024.pdf](#)
[Friends Q4 2024 Summary Report.pdf](#)

This Report Action Item was approved

[24-0906](#)

July 2024 Budget Amendment

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

This Report Action Item was approved

[24-0907](#)

City Of Appleton Fall Protection Policy

Attachments: [Fall Protection Policy SB 5-16-24.pdf](#)

This Report Action Item was approved

[24-0908](#)

Report of the Personnel & Policy Committee

Attachments: [6-25-2024 Personnel & Policy Committee Meeting Minutes.pdf](#)
[Policy Policy.pdf](#)
[Library Emergency Policy DRAFT 7-2024.pdf](#)
[Policy Review and Update Schedule June 2024.pdf](#)

This Report Action Item was approved

[24-0909](#)

Approve Library Director's Mid-Year 2024 Performance Evaluation

This Report Action Item was approved

7. Information Items

A. Administrative Report

[24-0910](#)

Building Project Update

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

[24-0911](#) APL Hiring Process Update

B. OWLS Report

[24-0912](#) County Library Service Planning

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

[24-0913](#) Billing Counties with Act 420

Attachments: [Adjacent County Funding - APL.pdf](#)
[Outagamie summary data.pdf](#)

B. President's Report

[24-0915](#) Trustee Training - State Trustee Training Manual Topics

Attachments: [Trustee Essentials: A Handbook for Wisconsin Public Library Trustees](#)

[24-0916](#) Trustee Updates

C. Staff Updates

[24-0917](#) Community Partnerships Updates

[24-0918](#) Children's Program Updates

Attachments: [2023 FINAL RESULTS BASED ACCOUNTABILITY GRID. docx \(002\).pdf](#)

Closed Session

8. Adjournment

Kellner moved, seconded by Keller, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

The meeting was Adjourned at 5:08pm

Aye: 8 - Looker, Kellner, Scheurman, Mann, Nett, Keller, Brozek and Lee

Absent: 2 - Van Zeeland and Bunnow