



City of Appleton

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

Meeting Minutes Library Board

Tuesday, May 20, 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 5:01pm

2. Pledge of Allegiance

3. Roll call of membership

Brian Vargas arrived at 5:02pm

Mary Lokensgard arrived at 5:05pm

Others Present: Owen Anderson, Ann Cooksey, Darrin Gladd, Tina Krueger,
Kenny Mack, Adriana McCleer, Alex Niemi, Colleen Rortvedt, Tasha Saecker,
Missy Sawicki, Maureen Ward

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

Excused: 1 - Bunnow

4. Approval of minutes from previous meeting

[25-0520](#)

April 15, 2025 Meeting Minutes

Attachments: [04-15-2025 Library Board Meeting Minutes.pdf](#)

Scheuerman moved, seconded by Lee, that the April 15, 2025 Meeting Minutes
be approved. Voice Vote. Motion Carried. (8-0)

5. Public Participation & Communications

[25-0521](#)

Introduction of New Trustee

[25-0522](#)

Library Board Trustee Reappointments

Attachments: [Lib Reappts 5-7-25.pdf](#)

Establish Order of the Day

6. Action Items

[25-0523](#)

Bill Register - April 2025

Attachments: [04 25 Bill Register.pdf](#)
[APL Financial Cash Flow-April 2025.pdf](#)

Lee moved, seconded by Vargas, that the April 2025 Bill Register be approved.
Voice Vote. Motion Carried. (9-0)

[25-0524](#)

Budget Amendment - May 2025

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

Scheuerman moved, seconded by Keller, that the May 2025 Budget Amendment be approved. Voice Vote. Motion Carried. (9-0)

[25-0525](#)

Nominating Committee Appointments

Attachments: [President Mann Nominating Committee 5-12-2025.pdf](#)

Lee moved, seconded by Smith, that the Nominating Committee Appointments be approved. Voice Vote. Motion Carried. (9-0)

[25-0526](#)

City of Appleton Social Media Policy

Attachments: [Social Media Policy.pdf](#)

Keller moved, seconded by Scheuerman, that the City of Appleton Social Media Policy be approved. Voice Vote. Motion Carried. (9-0)

7. Information Items

A. Administrative Report

[25-0527](#)

New Building Update

[25-0528](#)

APL Hiring Process Update and Introduction of New Community Partnerships Adult Services & Engagement Librarian

[25-0529](#)

Meeting Room Booking System Overview

[25-0530](#)

Statistics - 1st Quarter 2025 (January, February, March)

Attachments: [JAN 2025.pdf](#)
 [FEB 2025.pdf](#)
 [MAR 2025.pdf](#)

[25-0531](#)

Friends Grant Funded Program Summaries - 1st Quarter 2025 (January, February, March)

Attachments: [1st Quarter 2025 Friends Grant Funded Program Summaries](#)
 [FINAL.pdf](#)

B. Staff Updates[25-0532](#)

Children's Program Updates

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

[25-0533](#)

Community Partnerships Program Updates

8. Adjournment

**Keller moved, seconded by Smith that the meeting be adjourned. Voice Vote.
Motion Carried. (9-0)
The meeting was adjourned at 5:45pm**