



City of Appleton

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

Meeting Minutes Library Board

Tuesday, April 15, 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

Present: 8 - Looker, Scheuerman, Mann, Brozek, Bunnow, Lee, Lokensgard and Vargas

Excused: 2 - Van Zeeland and Keller

2. Pledge of Allegiance

3. Roll call of membership

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

4. Approval of minutes from previous meeting

[25-0350](#)

March 18, 2025 Meeting Minutes

Attachments: [3-18-2025 Library Board Meeting Minutes.pdf](#)

Looker moved, seconded by Brozek, that the March 18, 2025 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

Public Participation & Communication

Establish Order of the Day

6. Action Items

[25-0351](#)

Bill Register - March 2025

Attachments: [March 25 Bill Register.pdf](#)
[APL Financial Cash Flow-March 2025.pdf](#)
[Jan-Mar 25 Friends Quarterly Report.pdf](#)
[April Board Meeting Financials.pdf](#)

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

[25-0352](#)

April 2025 Budget Amendment

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

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

[25-0363](#)

2024 - 2025 Library Carryover Request

Attachments: [Carryover 2024-2025 for Library Board.pdf](#)

Brozek moved, seconded by Bunnow, that the 2024-2025 Library Carryover Request be approved. Voice Vote. Motion Carried. (8-0)

[25-0353](#)

2025 APL Financial Policy Update

Attachments: [Financial Policy \(Draft 4-7-2025\).pdf](#)

Scheuerman moved, seconded by Lee, that the 2025 APL Financial Policy Update be approved. Voice Vote. Motion Carried. (8-0)

7. Information Items

A. Administrative Report

[25-0354](#)

New Building Update

[25-0355](#)

2025 National Library Week

Attachments: [Mayoral Proclamation.pdf](#)
[National Library Week Photos.pdf](#)

[25-0356](#)

APL Hiring Process Update

B. President's Report

[25-0358](#) Elimination of The Institute of Museum and Library Services Update

[25-0359](#) Appointment of Nominating Committee May 2025

[25-0360](#) Trustee Training: Trustee Essentials Overview

Attachments: [Trustee Essentials: A Handbook for Wisconsin Public Library Trustees](#)
[WI_Trustee_Essentials_Overview_Outline \(1\).pdf](#)

C. Staff Updates

[25-0361](#) Community Partnerships Updates

[25-0362](#) Children's Program Updates

Attachments: [Children's Services April 2025.pdf](#)

8. Adjournment

Bunnow moved, seconded by Brozek that the meeting be Adjourned. Voice Vote. Motion Carried. (8-0)

The meeting was Adjourned at 5:43pm