



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
[www.appleton.org](http://www.appleton.org)

## Meeting Minutes - Final Library Board

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Tuesday, August 20, 2024

4:30 PM

Council Chambers, 6th Floor

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

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

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

**Excused:** 2 - Sivasamy and Van Zeeland

4. Approval of minutes from previous meeting

[24-1075](#)

July 16, 2024 Meeting Minutes

**Attachments:** [7-16-2024 Library Board Meeting Minutes.pdf](#)

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

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

**Absent:** 2 - Sivasamy and Van Zeeland

5. Public Participation & Communications

### Establish Order of the Day

President Margie Mann called for a motion to place Action Items 24-1076, 24-1077, 24-1078, 24-1079, 24-1080, 24-1081 and 24-1082 on a Consent Agenda.

Bunnow moved, seconded by Scheuerman that Action Items 24-1076, 24-1077, 24-1078, 24-1079, 24-1080, 24-1081 and 24-1082 be placed on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

6. Action Items

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

[24-1076](#)

Bill Register - August 2024

**Attachments:**     [July 24 Bill Register.pdf](#)  
                              [APL Financial Cash Flow-July 2024.pdf](#)

This Report Action Item was approved

[24-1077](#)

August 2024 Budget Amendment

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

This Report Action Item was approved

[24-1078](#)

City of Appleton Policies: Generative AI Technology Policy, Security Card Access Key - ID Badge and Visitor Security Policy, Privacy Policy, Workplace Violence Policy

**Attachments:**     [Generative AI Technology Policy SB 2024.pdf](#)  
                              [Security Card Access Key-Identification Badge and Visitor Security Policy SB 2024.pdf](#)  
                              [Privacy Policy Draft SB 2024.pdf](#)  
                              [Workplace Violence SB 2024.pdf](#)

This Report Action Item was approved

[24-1079](#)

2025 OWLS Resource Library Agreement

**Attachments:**     [2025 Resource Library Agreement.pdf](#)

This Report Action Item was approved

[24-1080](#)

2025 OWLS Services Agreement

**Attachments:**     [2025 Service Agreement.pdf](#)

This Report Action Item was approved

[24-1081](#)

Report of the Finance Committee

**Attachments:**     [7-25-2024 Finance Committee Meeting Minutes.pdf](#)  
                              [Budget Memo Trustees 7-17-2024.pdf](#)  
                              [Library Board Working Document.pdf](#)  
                              [Library 2025 Narrative all pages.pdf](#)  
                              [Library Grants 278.pdf](#)

This Report Action Item was approved

[24-1082](#)

Report of the Nominating Committee

**Attachments:** [7-26-2024 Nominating Committee Meeting Minutes.pdf](#)

This Report Action Item was approved

## 7. Information Items

### A. Administrative Report

[24-1083](#)

Building Project Update

**Attachments:** [July 2024 Building Project Update.pdf](#)[24-1084](#)

APL Hiring Process Updates

[24-1085](#)

Statistics - 2nd Quarter 2024 (April - June)

**Attachments:** [APRIL 2024.pdf](#)[May 2024.pdf](#)[JUNE 2024.pdf](#)[24-1086](#)

2nd Quarter 2024 Friends Grant Funded Program Summaries

**Attachments:** [2nd Quarter 2024 Friends Grant Funded Program Summaries FINAL.pdf](#)

### B. Staff Updates

[24-1088](#)

Children's Program Updates

[24-1089](#)

Community Partnerships Updates

## 8. Adjournment

**Bunnow moved, seconded by Nett, that the meeting be adjourned. Roll Call.  
Motion carried by the following vote:**

**The meeting was adjourned at 4:59pm**

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

**Absent:** 2 - Sivasamy and Van Zeeland