



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appletonwi.gov

Meeting Minutes Library Board

Tuesday, January 14, 2025

5:00 PM

Council Chambers, 6th Floor

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

Others Present: Amanda Abshire, Owen Anderson, Nicole Casner, Ann Cooksey, Tina Krueger, Adriana McCleer, Alex Niemi, Colleen Rortvedt, Missy Sawicki, Kara Sullivan, Maureen Ward

Present: 7 - Looker, Mann, Van Zeeland, Keller, Bunnow, Lee and Lokensgard

Excused: 4 - Scheuerman, Nett, Sivasamy and Brozek

4. Approval of minutes from previous meeting

[24-1637](#)

December 17, 2024 Meeting Minutes

Attachments: [12-17-2024 Library Board Meeting Minutes.pdf](#)

Lee moved, seconded by Bunnow, that the December 17, 2024 Meeting Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 7 - Looker, Mann, Van Zeeland, Keller, Bunnow, Lee and Lokensgard

Absent: 4 - Scheuerman, Nett, Sivasamy and Brozek

5. Public Participation & Communications

Establish Order of the Day

President Margret Mann called for a motion to place Action Items 24-1638, 24-1639, 24-1646, 24-1640, 24-1641 and 24-1642 on a Consent Agenda.

Looker moved, seconded by Keller that Action Items 24-1638, 24-1639, 24-1646, 24-1640, 24-1641 and 24-1642 be placed on a Consent Agenda. Voice Vote. Motion Carried. (7-0)

6. Action Items

Looker moved, seconded by Keller that the Consent Agenda be approved.
Voice Vote. Motion Carried. (7-0)

[24-1638](#)

Bill Register - December 2024 (Partial)

Attachments: [Dec 24 Bill Register.pdf](#)
[APL Financial Cash Flow-December 2024.pdf](#)
[Friends Q2 2024-25 Summary Report.pdf](#)

This Report Action Item was approved

[24-1639](#)

Supplemental APL Space Use Policies:
- Coworking Space Use Policy
- Commons Use Policy

Attachments: [CoworkingSpace Use Policy Draft 1-2025.pdf](#)
[Commons Use Policy Draft 1-2025.pdf](#)

This Report Action Item was approved

[24-1646](#)

Naming Opportunities Policy Update

Attachments: [Naming Opportunities Policy Draft 1-2025.pdf](#)

This Report Action Item was approved

[24-1640](#)

Request Approval of Named Spaces

Attachments: [Donor Naming Memo 1-13-2025.pdf](#)
[Named Spaces for Library Board Approval Combined 1-14-2025 FINAL.pdf](#)

This Report Action Item was approved

[24-1641](#)

Request to Accept/Approve Non-State Grant Award in the amount of \$274,000

Attachments: [NSG Request for Approval 1-8-2025.pdf](#)

This Report Action Item was approved

[24-1642](#)

Community Meeting Room Rental Rates

Attachments: [LIBRARY EVENT RENTAL FEE SCHEDULE 1-2025.pdf](#)

This Report Action Item was approved

7. Information Items

A. Administrative Report

[24-1643](#) Building Project Update

Attachments: [December 2024 Construction Update.pdf](#)
[Library Project Updates Board Meeting 1-14-2025.pdf](#)

[24-1644](#) APL Hiring Process Update

[24-1645](#) WLA Library Legislative Day - Tuesday, February 11, 2025

Attachments: [Library Legislative Day 2025.pdf](#)

B. Staff Updates

[24-1648](#) Children's Program Updates

[24-1649](#) Community Partnerships Updates

8. Adjournment

The Meeting was adjourned at 5:40pm

**Keller moved, seconded by Lee, that the Meeting be adjourned. Roll Call.
Motion carried by the following vote:**

Aye: 7 - Looker, Mann, Van Zeeland, Keller, Bunnow, Lee and Lokensgard

Absent: 4 - Scheuerman, Nett, Sivasamy and Brozek