



# City of Appleton

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

## Meeting Minutes Library Board

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Wednesday, May 31, 2023

8:30 AM This Meeting Will Take Place at the Temporary Library  
located at 2411 S. Kensington Dr. Appleton WI 54915 in the  
Staff Meeting Room

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### Library Board Finance Committee

1. Call meeting to order

Finance Committee Chairperson John Keller called the meeting to order at  
8:35am

2. Pledge of Allegiance

3. Roll call of membership

*Aldeperson Katie Van Zeeland arrived at 8:40am*

**Others Present: Colleen Rortvedt, Missy Sawicki**

**Present:** 4 - Nett, Van Zeeland, Keller and Lee

4. **Action Items**

None

5. **Information Items**

[23-0599](#)

Library and City Financial Policies Overview

**Attachments:** [Financial Policy \(Approved 7-2021\).pdf](#)  
[Procurement Contract Mgmt Policy 2015 ADOPTED.pdf](#)

[23-0600](#)

Library Financial Reports

**Attachments:** [April 23 Bill Register.pdf](#)  
[APL Financial Cash Flow YTD-April-2023.pdf](#)

[23-0601](#)

Budget Process Primer

**Attachments:** [2024 Budget Primer.pdf](#)

6. Adjournment

Van Zeeland moved, seconded by Nett that the meeting be Adjourned. Voice Vote. Motion Carried. (4-0)

The meeting was Adjourned at 9:32am