



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, December 15, 2020

4:30 PM

City Hall 6th Floor A/B
100 N. Appleton Street, Appleton WI 54911

1. Call meeting to order

President Rebecca Kellner called the meeting order at 4:32pm

2. Roll call of membership

Looker arrived virtually at 4:43pm

Others Present: Owen Anderson, Derik Henken, Tina Krueger, Sandy Matz, Adriana McCleer, Jessica Miller, Colleen Rortvedt, Tasha Saecker, Nick Vande Castle, Maureen Ward

Present: 9 - Bergman, Peterson, Hartjes, Looker, Kellner, Exarhos, Siebers, Scheuerman and Mann

Others : 2 - Gazza and Woodford

3. Approval of minutes from previous meeting

[20-1619](#)

October 20, 2020 Meeting Minutes

Attachments: [October 20 2020 Meeting Minutes.pdf](#)

Scheuerman moved, seconded by Mann, that the October 20, 2020 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Pubic Participation and Communications

Establish Order of the Day

President Kellner moved Information Item 20-1632 Request for Architectural and Engineering Services to the beginning of the meeting.

B. President's Report

[20-1632](#)

Request for Proposals for Architectural and Engineering Services

Attachments: [Library Listening Session Memo 12-11-2020.pdf](#)
[Appleton Public Library - RFP 2020 12-11-20.pdf](#)
[RFP Memo.pdf](#)

5. Action Items

President Kellner called for a motion to move Action Items 20-1620, 20-1621, 20-1622, 20-1623, 20-1624, 20-1625, 20-1626 and 20-1634 to a Consent Agenda.

Siebers moved, seconded by Mann that Action Items 20-1620, 20-1621, 20-1622, 20-1623, 20-1624, 20-1625, 20-1626 and 20-1634 be placed on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

Bergman moved, seconded by Siebers that Action Items 20-1620, 20-1621, 20-1622, 20-1623, 20-1624, 20-1625, 20-1626 and 20-1634 be approved. Voice Vote. Motion Carried. (8-0)

[20-1620](#)

Bill Register - October 2020 and November 2020

Attachments: [October Bill Register.pdf](#)
[October Expense Report.pdf](#)
[November Bill Register.pdf](#)
[November Expense Report.pdf](#)

This Report Action Item was approved

[20-1621](#)

December 2020 Budget Amendment

Attachments: [Budget Amendment Request December.pdf](#)

This Report Action Item was approved

[20-1622](#)

City Policies:

- Exception to Salary Administration Policy
- Emergency Sick Leave Policy Extension

Attachments: [Salary Administration Policy Exception 12-9-20.pdf](#)
[Emergency Sick Leave Extension.pdf](#)

This Report Action Item was approved

[20-1623](#)

2021 Budget Approval

Attachments: [2021 Library Budget FINAL.pdf](#)
[2021 Library CIP FINAL.pdf](#)
[2021 Roof Replacement CIP FINAL.pdf](#)
[2021 Library Grants FINAL.pdf](#)

This Report Action Item was approved

[20-1624](#)

2021 Library Board Meeting Schedule

Attachments: [APL Board Meeting Schedule 2021.pdf](#)

This Report Action Item was approved

[20-1625](#)

OWLS Resource Library Agreement

Attachments: [Resource Library Agreement 2021 10-12 proposal mark up.pdf](#)

This Report Action Item was approved

[20-1626](#)

Report of the Personnel & Policy Committee

Attachments: [Personnel and Policy Committee Minutes 11-20-2020.pdf](#)

This Report Action Item was

[20-1634](#)

Library Director's 2020 End of Year Performance Review

This Report Action Item was approved

Aye: 8 - Bergman, Peterson, Hartjes, Kellner, Exarhos, Siebers, Scheuerman and Mann

Absent: 1 - Looker

6. Information Items

A. Administrative Report

[20-1627](#)

Library 2020 Mid-Year Collaborative Efforts List

Attachments: [2020 Library MidYear Collaborative Cooperative Agreements List FINAL.pdf](#)
[2020 Collaborative Cooperative Totals.pdf](#)

[20-1628](#)

Continuity of Operations and Library Service Update

Attachments: [Reopening Plans 2021 Board Memo.pdf](#)
[2020 Pandemic Summary Library Board 12-9-2020.pdf](#)

[20-1629](#)

APL Hiring Processes

[20-1630](#)

Grants Update

Attachments: [2020 Grant Report for Board - Dec 2020.pdf](#)

Closed Session

7. Adjournment

Bergman moved, seconded by Mann that the meeting be adjourned. Voice Vote. Motion Carried. (9-0)

The meeting was adjourned at 5:02pm