



City of Appleton

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

Meeting Minutes - Final Library Board

Tuesday, August 20, 2024

4:30 PM

Council Chambers, 6th Floor

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