



# City of Appleton

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

## Meeting Minutes Library Board

---

Tuesday, November 14, 2023

4:30 PM

100 N. Appleton Street  
City Hall Council Chambers, 6th Floor 6 A / B

---

1. Call meeting to order

President Margret Mann called the meeting to order at 4:30pm

2. Pledge of Allegiance

3. Roll call of membership

**Others Present:** Owen Anderson, Ann Cooksey, Darrin Glad, Tina Krueger, Dan McGinnis, Alex Niemi, Colleen Rortvedt, Tasha Saecker, Missy Sawicki, Karen Stern, Maureen Ward

**Present:** 7 - Looker, Kellner, Scheuerman, Mann, Nett, Keller and Bunnow

**Excused:** 4 - Sivasamy, Van Zeeland, Brozek and Lee

4. Approval of minutes from previous meeting

[23-1369](#)

October 17, 2023 Meeting Minutes

**Attachments:** [10-17-2023 Library Board Meeting Minutes.pdf](#)

Kellner moved, seconded by Scheuerman that the October 17, 2023 Meeting Minutes be approved. Voice Vote. Motion Carried. (7-0)

5. Public Participation & Communication

### Establish Order of the Day

President Mann called for a motion to place Action Items 23-1370, 23-1371, 23-1372, 23-1373, 23-1379, 23-1374 and 23-1383 on a Consent Agenda.

Scheuerman moved, seconded by Bunnow that Action Items 23-1370, 23-1371, 23-1372, 23-1373, 23-1379, 23-1374 and 23-1383 be placed on a Consent Agenda. Voice Vote. Motion Carried. (7-0)

6. Action Items

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

[23-1370](#)

Bill Register - October 2023

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

This Report Action Item was approved

[23-1371](#)

November 2023 Budget Amendment

**Attachments:** [Nov23BudgetAmendment.pdf](#)

This Report Action Item was approved

[23-1372](#)

Library Proposed 2024 Closure Dates

**Attachments:** [Proposed Closures 2024.pdf](#)

This Report Action Item was approved

[23-1373](#)

2024 Library Board Meeting Schedule

**Attachments:** [APL Board Meeting Schedule 2024.pdf](#)

This Report Action Item was approved

[23-1379](#)

Updated Committee Assignments 2023-2024

**Attachments:** [2023 Board Committees 11-2023 Revised.pdf](#)

This Report Action Item was approved

[23-1374](#)

Report of the Personnel & Policy Committee

**Attachments:** [11-6-2023 Personnel & Policy Committee Meeting Minutes.pdf](#)

This Report Action Item was

[23-1383](#)

Library Director's 2024 End of Year Performance Evaluation

This Report Action Item was approved

## 7. Information Items

### A. Administrative Report

[23-1375](#)

City and APL 2024 Budget Update

[23-1376](#)

Building Project Update

**Attachments:** [10.2023 - Appleton Public Library Month-End Report.pdf](#)

[23-1384](#)

Temporary Library Move Update  
- Children's Programming During Closure  
- Closure Circulation and Hold Management

[23-1377](#)

APL Hiring Process Update

[23-1378](#)

Friends Grant Funded Program Summaries - 3rd Quarter 2023

**Attachments:** [Friends Grant Funded Program Summaries 3rd Quarter 2023 FINAL.pdf](#)

**B. President's Report**

**C. Staff Updates**

[23-1380](#)

Children's Program Updates  
- ASL Storytimes Grant

[23-1381](#)

Community Partnerships Updates

[23-1382](#)

Public Services Updates  
- APL App Update

**Closed Session**

**8. Adjournment**

**Keller moved, seconded by Scheurman that the Meeting be Adjourned. Voice Vote. Motion Carried. (7-0)**

**The meeting was Adjourned at 5:09pm**