



City of Appleton

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

Meeting Minutes - Final Library Board

Tuesday, October 15, 2024

4:30 PM

Council Chambers, 6th Floor

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

Bunnow arrived at 4:35pm

Others Present: Owen Anderson, Darrin Glad, Tina Krueger, Daniel McGinnis, Alex Niemi, Colleen Rortvedt, Tasha Saecker, Missy Sawicki, Maureen Ward

Present: 8 - Looker, Scheuerman, Mann, Nett, Van Zeeland, Bunnow, Lee and Lokensgard

Excused: 3 - Sivasamy, Keller and Brozek

4. Approval of minutes from previous meeting

[24-1320](#)

September 17, 2024 Meeting Minutes

Attachments: [09-17-24 Library Board Meeting Minutes.pdf](#)

Looker moved, seconded by Scheuerman that the September 17, 2024 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 24-1321, 24-1322, 24-1323, 24-1324 and 24-1325 on a Consent Agenda.

Scheuerman moved, seconded by Looker that Action Items 24-1321, 24-1322, 24-1323, 24-1324, and 24-1325 be place on a Consent Agenda. Voice Vote. Motion Carried. (8-0)

6. Action Items

Looker moved, seconded by Scheuerman that the Consent Agenda be approved. Voice Vote. Motion Carried. (8-0)

[24-1321](#)

Bill Register - September 2024

Attachments: [Sept 24 Bill Register.pdf](#)
[APL Financial Cash Flow-September 2024.pdf](#)
[Friends Q1 2024-25 Summary Report.pdf](#)

This Report Action Item was approved

[24-1322](#)

October 2024 Budget Amendment

Attachments: [Oct 24 Budget Amendment.pdf](#)

This Report Action Item was approved

[24-1323](#)

Recommendation to Temporarily Close the Library at 3000 E. College Ave. Tuesday, November 26, 2024 to Relocate Back to 225 N. Oneida Street

Attachments: [Temporary Closure Memo November 2024.pdf](#)

This Report Action Item was approved

[24-1324](#)

OWLS Automation Services Agreement 2025

Attachments: [OWLS Automation Services Agreement 2025.pdf](#)

This Report Action Item was approved

[24-1325](#)

COA Policy - Accident and Near Miss Reporting / Investigating

Attachments: [Accident and Incident Reporting Investigation Policy SB 2024.pdf](#)

This Report Action Item was approved

7. Information Items

A. Administrative Report

[24-1326](#)

Building Project Update

Attachments: [September 2024 Construction Update.pdf](#)

[24-1327](#)

APL Hiring Process Update

[24-1328](#)

Budget Process Update:
Mayors 2025 Executive Budget Released 10/2/2024
Budget Saturday 11/2/2024
Public Hearing 11/6/2024
Final 2025 Budget Adoption 11/13/2024

B. President's Report

[24-1329](#)

Trustee Training: New Library Spaces Overview: Balancing Access, Policy, and Law

Attachments: [Presentation2.pdf](#)

8. Adjournment

Scheuerman moved, seconded by Looker, that the Meeting be adjourned. Voice Vote. Motion Carried. (8-0)

The meeting was adjourned at 5:26pm

Present: 8 - Looker, Scheuerman, Mann, Nett, Van Zeeland, Bunnow, Lee and Lokensgard

Excused: 3 - Sivasamy, Keller and Brozek