



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Agenda Library Board

Tuesday, October 17, 2017

4:30 PM

225 N. Oneida Street

1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting
[17-1563](#) Meeting Minutes September 19, 2017

Attachments: [September 19 2017 Meeting Minutes.pdf](#)

4. Public Hearings/Apearances

Establish Order of the Day

5. Action Items

- A. [17-1564](#) Request for Proposal - Mixed Use Library Project
Attachments: [LibraryRFP_10-12-17final.pdf](#)
- B. [17-1565](#) Invitation to become a United Way Fox Cities Agency
Attachments: [United Way Admissions Approval Letter October 2017.pdf](#)
- C. [17-1566](#) September 2017 Bill Register
Attachments: [September Bill Register.pdf](#)
[September Revenue and Expense Summary.pdf](#)
[September Subledger Summary.pdf](#)
- D. [17-1567](#) October 2017 Budget Amendment
Attachments: [October Budget Amendment.pdf](#)
- E. [17-1568](#) 2018 APL Calendar of Open / Closed Dates
Attachments: [Closures 2018.pdf](#)

- F. [17-1569](#) City of Appleton Policies: Energy Conservation Policy, Facilities and Grounds Modification Policy, Furniture Policy

Attachments: [Energy Conservation Policy.pdf](#)
[Facilities Grounds Modification Policy.pdf](#)
[Furniture Policy.pdf](#)

- G. [17-1570](#) Recommend awarding the Library CIP carpet replacement contract to H.J. Martin & Son, Inc. for \$27,615 with an additional \$1,381 for contingencies, for a contract total not to exceed \$28,996.

Attachments: [2017 Library Carpet Replacement.pdf](#)

6. Information Items

A. Director's Report

- i. [17-1571](#) 2018 Budget Update

Attachments: [Mayors 2018 Budget Letter.pdf](#)
[2018 Executive Budget](#)

- ii. [17-1574](#) Upcoming Committee Meetings

- iii. [17-1575](#) Friends Grant Funded Program Summaries 3rd Quarter

Attachments: [Friends Grant Funded Program Summaries 3rd Quarter 2017 FINAL.pdf](#)

- iv. [17-1576](#) Library Safety and Security Update

B. President's Report

- i. [17-1577](#) Trustee Training - Trustee Essentials Chapter 10: Library Policies

Attachments: [Trustee Essentials 10 - Library Policies.pdf](#)

- ii. [17-1578](#) WLA Conference

C. Assistant Director's Report

- i. [17-1579](#) APL Hiring Process Updates

- ii. [17-1580](#) Reference Collection Changes

- iii. [17-1581](#) Project Outcome

Attachments: [Proj Outcome SC Appleton Sept 2017.pdf](#)

D. Friends Report

- i. [17-1582](#) Friends Fall Used Book Sale - November 16 (Friends Members), November 17 - November 18, 2017
- ii. [17-1583](#) Talbots Fundraiser for Friends of Appleton Public Library - October 25, 2017

E. Staff Updates

- i. [17-1584](#) Mini Makers
- ii. [17-1585](#) Hispanic Heritage Festival
- iii. [17-1586](#) Community Resource Fair

7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.