



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Agenda Library Board

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Tuesday, August 20, 2019

4:30 PM

225 N. Oneida Street

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1. Call meeting to order
2. Roll call of membership
3. Approval of minutes from previous meeting  
[19-1206](#) July 16, 2019 Meeting Minutes

**Attachments:** [July 16 2019 Meeting Minutes.pdf](#)

4. Public Participation and Communications

### Establish Order of the Day

#### 5. Action Items

[19-1207](#) July 2019 Bill Register

**Attachments:** [July Bill Register.pdf](#)

[July Expense Report.pdf](#)

[19-1208](#) Capital Improvement Project Safety and Security Funds:

Action Item: Request to Award a Contract for the 2019 Library Security Upgrades Project (Door Monitoring/Lockdown and Radio Communications) to Nielson Communications Inc. in the amount of \$55,736.40 plus a 10% contingency of \$5,574 for a total not to exceed a cost of \$61,310.40

Action Item: Request to Award a Contract for the 2019 Library Security Upgrades Project (Door Access Control Additions) to Faith Technologies in the amount of \$30,665 plus a 10% contingency of \$3,066 for a total not to exceed a cost of \$33,731

**Attachments:** [2019 Library Security Upgrades Gazza Memo Final\(2\).pdf](#)

[19-1209](#) Report of the Nominating Committee

**Attachments:** [Nominating Committee Meeting Minutes 7-18-2019.pdf](#)

- [19-1210](#) City Travel Policy  
**Attachments:** [SUMMARY OF MAJOR CHANGES TO THE CITY OF APPLETON TRAVEL PC Revised Travel Policy Final Revisions with TS SM Comments2.pdf](#)
- [19-1211](#) Safety and Security Policy  
**Attachments:** [Safety and Security Policy \(Draft August 2019\).pdf](#)
- [19-1212](#) Report of the Personnel & Policy Committee  
**Attachments:** [Personnel and Policy Committee Meeting Minutes 8-7-2019.pdf](#)
- [19-1224](#) Library Director's 2019 Mid-Year Evaluation

## 6. Information Items

### A. Director's Report

- [19-1213](#) Inclusive Services Assessment and Guide for Wisconsin Public Libraries  
**Attachments:** [Inclusive Services Assessment and Guide for Wisconsin Public Libraries 2](#)
- [19-1214](#) Appycademy Presentation - Community Partnerships and Children's Services
- [19-1215](#) Outagamie County Library Planning Committee
- [19-1216](#) 2019 Mid-Year Collaborative Efforts List  
**Attachments:** [2019 Library Mid-Year Collaborative Cooperative Agreements LIBRARY.pdf](#)
- [19-1217](#) Hiring Process Updates
- [19-1218](#) Safety and Security Update: Camera Upgrades and Security Guard Station Technology  
**Attachments:** [Security Camera Board Letter Final.pdf](#)
- [19-1225](#) 2019 WLA Conference

### B. President's Report

- [19-1219](#) WLA Trustee Training Week Webinars

### C. Friends Report

- [19-1220](#) Next Generation Friends of APL

## D. Staff Updates

[19-1221](#) Job Connections

[19-1222](#) National Library Card Sign-Up Month

[19-1223](#) Tween Space and Programming

## Closed Session

*The Library Board may meet in Closed Session pursuant to WI Statute 19.85(f)(c) to discuss personnel matters and then resume meeting in Open Session.*

## 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.*