



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Agenda - Final Library Board

Tuesday, July 18, 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
[17-1068](#) June 20th 2017 Meeting Minutes

Attachments: [June 20 2017 Meeting Minutes.pdf](#)

4. Public Participation and Communication
[17-1069](#) Trustee reappointments

Attachments: [Trustee Reappointment letters - Bloedow Brault Pagel Scheuerman.pdf](#)

Establish Order of the Day

5. Action Items

- A. [17-1070](#) June 2017 Bill Register

Attachments: [June Bill Register.pdf](#)

- B. [17-1071](#) Report of the Finance Committee

- C. [17-1072](#) Report of the Personnel and Policy Committee

Attachments: [Personnel and Policy Committee Meeting Minutes 6-26-2017.pdf](#)

- D. [17-1073](#) Recommendations on moving forward with mixed use RFPs for the library

6. Information Items

- A. Director's Report

- i. [17-1088](#) Frequently Asked Questions from 2014-15 Building Process

Attachments: [Frequently Asked Questions 2015.pdf](#)

- ii. [17-1074](#) Older Adult Community Center Phase 2 Task Force

- iii. [17-1075](#) Wisconsin Trustee Training Week August 21-25, 2017

B. President's Report

- i. [17-1089](#) City of Appleton's proposed creation of new Tax Incremental Financing Districts

- ii. [17-1076](#) Nominating Committee Meeting July 24 at 11am

- iii. [17-1077](#) August Organizational Meeting

C. Assistant Director's Report

- i. [17-1078](#) Hiring Processes

- ii. [17-1079](#) ALA Conference Report

D. Friends Report

- i. [17-1080](#) Staff Announcements

E. Staff Updates

- i. [17-1081](#) Public Library System Redesign Steering Committee Update

- ii. [17-1082](#) Artist in Residence

- iii. [17-1083](#) Mash-Up Con

- iv. [17-1084](#) City Parking App

- v. [17-1090](#) Independence Day Celebration

- vi. [17-1091](#) Children's Summer Outreach and Programming

- vii. [17-1092](#) Pride Fest
- viii. [17-1093](#) Storycatchers

Closed Session

The Committee may meet in Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters and then may 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.



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, June 20, 2017

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Scheuerman called the meeting to order at 4:30 pm

2. Roll call of membership

Others Present: Travis Bartels, Jessica Brittnacher, Beth Carpenter, Colleen Holz, Tina Krueger, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Yee Lee Vue, Maureen Ward

Rebecca Kellner arrived at 4:31 pm

Present: 8 - Hietpas, Scheuerman, Brault Pagel, Peterson, Dannecker, Kellner, Exarhos and Bloedow

Excused: 2 - Bergman and Looker

Others : 1 - Panella

3. Approval of minutes from previous meeting

[17-887](#)

May 16, 2017 Meeting Minutes

Attachments: [May 16 2017 Meeting Minutes.pdf](#)

Bloedow moved, seconded by Peterson, that the May 16, 2017 Meeting Minutes be approved. Voice Vote. Motion Carried. (7-0)

4. Public Participation and Communication

[17-888](#)

Recognition of Yee Lee Vue Wisconsin Alumni Association Forward Under 40 award recipient

Dick Abb - 1100 S. East Street, Appleton WI 54911 - Report of the Planning Committee

i. Establish Order of the Day

5. Action Items

A. [17-889](#) Bill Register - May 2017

Attachments: [May Bill Register.pdf](#)
 [May Revenue and Expense Summary.pdf](#)
 [May Subledger Summary.pdf](#)

Peterson moved, seconded by Dannecker, that the May 2017 Bill Register be approved. Voice Vote. Motion Carried. (8-0)

B. [17-890](#) Report of the meeting of the Planning Committee

Attachments: [Planning Committee Meeting Minutes 6-13-2017.pdf](#)

Peterson moved, seconded by Hietpas, that the Report of the Planning Committee be approved. Voice Vote. Motion Carried. (8-0)

Bloedow moved, seconded by Exarhos, that the action be amended and approved as follows: that the staff and the Board of Trustees President and his/her designee(s) bring back a proposal on how to move forward with mixed use RFPs for the library. Voice Vote. Motion Carried. (8-0)

C. [17-891](#) City Policies: Bone Marrow and Organ Donation Leave Policy, Ergonomics Policy, Exit Interview Policy, Workplace Violence Policy

Attachments: [Bone Marrow and Organ Donation Leave Policy.pdf](#)
 [Ergonomics Policy.pdf](#)
 [EXIT INTERVIEW.pdf](#)
 [Workplace Violence 2017.pdf](#)

Dannecker moved, seconded by Kellner, that the City Policies Bone Marrow and Organ Donation Leave Policy, Ergonomics Policy, Exit Interview Policy and Workplace Violence Policy be approved. Voice Vote. Motion Carried. (8-0)

D. [17-892](#) Sole Sourcing of Contract to Magenta Keys LLC for Reach Out and Read Sustainability Process

Attachments: [Strategic Planning Contract Awarded to Magenta Keys LLC.pdf](#)

Hietpas moved, seconded by Dannecker, that the Sole Sourcing of Contract to Magenta Keys, LLC for Reach Out and Read Sustainability Process in the amount of \$4,000 be approved. Voice Vote. Motion Carried. (8-0)

E. [17-893](#) June 2017 Budget Amendment

Attachments: [June Budget Amendment Request.pdf](#)

Dannecker moved, seconded by Exarhos, that the June 2017 Budget Amendment in the amount of \$22,268.24 be approved. Voice Vote. Motion Carried. (8-0)

6. Information Items**A. Director's Report**

- i. [17-894](#) 2018 Budget Adoption Schedule
- ii. [17-895](#) Updates from Wisconsin Library Systems
- iii. [17-896](#) Wisconsin Trustee Training Week August 21-25, 2017
- iv. [17-897](#) Older Adult / Community Center Project Report

Attachments: [Project Report - Older Adult Community Center.pdf](#)
- v. [17-898](#) State of Wisconsin Budget Update
- vi. [17-899](#) Federal Budget Update

B. President's Report

- i. [17-900](#) Review and Discussion on Trustee Essentials Chapter 6: Evaluating the Director and Trustee Essentials Chapter 19: Library Director Certification

Attachments: [Trustee Essential 6 Evaluating the Director.pdf](#)
[Trustee Essential 19 Library Director Certification.pdf](#)

C. Assistant Director's Report

- i. [17-901](#) APL Hiring Processes Update
- ii. [17-902](#) OWLSnet Fees Update
- iii. [17-903](#) 2017 APL Public Survey Results

Attachments: [Appleton Public Library 2017 Public Survey Report.pdf](#)
- v. [17-904](#) Library APP

D. Friends Report

- i. [17-905](#) Friends of Appleton Public Library / APL Memorandum of Understanding

E. Staff Updates

- i. [17-906](#) Leadership Fox Cities Report - Tina Krueger

- ii. [17-907](#) Summer Library Program and POINT

[17-908](#) Hmong Culture Celebration

7. Adjournment

Dannecker moved, seconded by Bloedow that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)
The meeting was adjourned at 5:48 pm



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR

Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
Email: mayor@appleton.org

June 12, 2017

Ms. Nancy Scheuerman
631 East Woodcrest Drive
Appleton, WI 54915

Via Email: nscheruerman@apl.org

Dear Ms. Scheuerman:

Nancy

I am writing to inform you that June 30th marks the completion of your current three year appointment. I have been honored to have you as a member of the governing body to our community's library. I want to thank you for your time in service and dedication to the Appleton Public Library.

The Appleton Public Library is essential to the City of Appleton's mission to meet the needs of the community and enhance the quality of life of our residents. The role of the library Trustee is not an easy one, and I know you take your responsibility very seriously. This is an especially important time in our library's history and its future as we continue to work together on a solution to provide our community the library it deserves.

As Mayor, I am charged with appointing community members to three year terms. This letter serves as a note of gratitude as well as my request to know if you would like to request a reappointment for another term. Please let Library Director Colleen Rortvedt know if you are interested in serving another term.

Thank you for your service and consideration.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR

Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
Email: mayor@appleton.org

June 12, 2017

Ms. Suzanne Brault Pagel
422 East Frances Street
Appleton, WI 54911

Via Email: spagel@apl.org

Suzanne.BraultPagel@UnitedWayFoxCities.org

Dear Ms. Brault Pagel:

Suzanne

I am writing to inform you that June 30th marks the completion of your current three year appointment. I have been honored to have you as a member of the governing body to our community's library. I want to thank you for your time in service and dedication to the Appleton Public Library.

The Appleton Public Library is essential to the City of Appleton's mission to meet the needs of the community and enhance the quality of life of our residents. The role of the library Trustee is not an easy one, and I know you take your responsibility very seriously. This is an especially important time in our library's history and its future as we continue to work together on a solution to provide our community the library it deserves.

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Thank you for your service and consideration.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton



"...meeting community needs...enhancing quality of life."

OFFICE OF THE MAYOR

Timothy M. Hanna
100 North Appleton Street
Appleton, Wisconsin 54911-4799
(920) 832-6400 FAX (920) 832-5962
Email: mayor@appleton.org

June 12, 2017

Mr. Will Bloedow
820 East Pershing Street
Appleton, WI 54911

Via Email: wbloedow@apl.org
wbloedow@new.rr.com

Dear Mr. Bloedow: *Will*

I am writing to inform you that June 30th marks the completion of your current three year appointment. I have been honored to have you as a member of the governing body to our community's library. I want to thank you for your time in service and dedication to the Appleton Public Library.

The Appleton Public Library is essential to the City of Appleton's mission to meet the needs of the community and enhance the quality of life of our residents. The role of the library Trustee is not an easy one, and I know you take your responsibility very seriously. This is an especially important time in our library's history and its future as we continue to work together on a solution to provide our community the library it deserves.

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Thank you for your service and consideration.

Sincerely,

TIMOTHY M. HANNA
Mayor of Appleton

DocDocument		G/L		Explanation			
Ty	Number	Date	Alpha	Name	-Remark-	Amount	Account
PU	207	06/19/17	EB	WILSWORLD 2017	T.S. WILSWORLD 2017	37.50	16010 6201
PU	490	06/19/17	EB	SOCIAL MEDIA MADE	T.K. SOCIAL MEDIA TR	105.44	16010 6201
PV	375417	06/21/17	APPLETON	EDUCATION FOUNDATION	nobel conference	325.00	16010 6201
PU	744	06/19/17	OFFICEMAX/OFFICEDEPT#6		DRY ERASE BOARD	25.74	16010 6301
PU	854	06/19/17	USPS	PO 5602500943	POSTAGE	12.60	16010 6301
PU	985	06/19/17	OFFICEMAX/OFFICEDEPT#6		SPLIT - PENS, STAPLE	141.33	16010 6301
PU	986	06/19/17	OFFICEMAX/OFFICEDEPT#6		PENS	14.39	16010 6301
PU	131	06/19/17	APPLETON	TROPHY AND EN	HONOR VOLUNTEERS	55.00	16010 6305 00003951
PU	533	06/19/17	MANDERFIELDS	HOME BAKE	MONTHLY STAFF MEETIN	58.75	16010 6307
PU	642	06/19/17	KWIK TRIP	74300007435	POPCORN MOVIE NIGHT	9.00	16010 6307 00003951
PU	997	06/19/17	PICK'N	SAVE #118	SPRING B-DAYS	64.17	16010 6307
PU	1184	06/19/17	KWIK TRIP	74300007435	POPCORN MOVIE NIGHTS	9.00	16010 6307 00003951
PU	1398	06/19/17	STK*SHUTTERSTOCK, INC.		STAFF T-SHIRT DEVELO	29.00	16010 6320 2 00003951
PU	234	06/19/17	WWW.ISTOCK.COM		AD IMAGES	63.00	16010 6412
PU	775	06/19/17	FACEBK	*38LXBC6YX2	FB AD	25.05	16010 6412
PU	1296	06/19/17	FACEBK	*7Q67LCNYX2	FB AD	20.40	16010 6412
JE	125927	06/16/17	5/17	LONG DISTANCE		162.77	16010 6413 7
JE	125929	06/16/17	6/17	AT&T BILL		219.08	16010 6413 7
PU	920	06/19/17	CELLCOM		CELLPHONES	101.49	16010 6413 8
PU	472	06/19/17	EVENTS.ORG	*HOMLSSCN	HOMELESS CONN EVENT	40.00	16010 6599 00003951
PU	1137	06/19/17	PAYPAL	*LEAGUEWOMEN	LEAGUE WOMVOTERS	22.00	16010 6599 00003951
16010						1,540.71	
JE	125783	06/02/17	6/1	PR TRAVEL REIMBURSEMENTS	COOKSEY	50.72	16021 6201
JE	125783	06/02/17	6/1	PR TRAVEL REIMBURSEMENTS	OLIVERAS	50.61	16021 6201
JE	125783	06/02/17	6/1	PR TRAVEL REIMBURSEMENTS	YANG	114.49	16021 6201
JE	125976	06/29/17	6/29	PR TRAVEL REIMB	UNRUH	31.83	16021 6201 00003952
PU	586	06/19/17	FREDPRYOR	CAREERTRACK	K.H. DIFFICULT PEOP	99.00	16021 6201
JE	125851	06/09/17	2	METER CARDS		50.00	16021 6301 00003951
PU	19	06/19/17	SMILEMAKERS	INC	CAR-EC UPDATE	524.99	16021 6301 00003951
PU	45	06/19/17	ALL ABOUT BOOKS, LLC		RO&R	1,512.40	16021 6301 00003952
PU	95	06/19/17	OTC BRANDS, INC.		SLP INCENTIVES	93.31	16021 6301 00003951
PU	156	06/19/17	AMAZON.COM		ELL CRAFTS	53.58	16021 6301 00003955
PU	214	06/19/17	INTERSTATE BOOKS4SCHOO		RO&R	268.40	16021 6301 00003952
PU	337	06/19/17	WAL-MART	#2958	WILD WI-CRAFTS	18.59	16021 6301 00003951

DocDocument		G/L		Explanation			
Ty	Number	Date	Alpha	Name	-Remark-	Amount	Account
PU	356	06/19/17	SQU*SQ	*LUWAN VISOCKY	WILD WI - MILKWEED	180.00	16021 6301 00003951
PU	371	06/19/17	SCHOLASTIC	EDUCATION	SLP PRIZES	1,572.28	16021 6301 00003951
PU	445	06/19/17	OTC BRANDS,	INC.	SLP PRIZES	481.60	16021 6301 00003951
PU	457	06/19/17	USPS PO	5602500943	SLP MAILING	21.42	16021 6301 00003951
PU	514	06/19/17	SCHOLASTIC	EDUCATION	SLP INCENTIVES	200.00	16021 6301 00003951
PU	559	06/19/17	WM SUPERCENTER	#1982	ELL PRIZES	131.33	16021 6301 00003955
PU	587	06/19/17	AMAZON.COM		ELL CRAFTS	62.51	16021 6301 00003955
PU	739	06/19/17	INTERSTATE BOOKS4SCHOO		SLP INCENTIVES	185.50	16021 6301 00003951
PU	811	06/19/17	WM SUPERCENTER	#2958	HMONG LIT CLUB	20.36	16021 6301
PU	968	06/19/17	SCHOLASTIC	BOOK FAIRS	SLP PRIZE BOOKS	45.51	16021 6301 00003951
PU	1040	06/19/17	SCHOLASTIC	EDUCATION	RO&R	193.20	16021 6301 00003952
PU	1041	06/19/17	ALL ABOUT BOOKS, LLC		RO&R	95.00	16021 6301 00003952
PU	1147	06/19/17	ALL ABOUT BOOKS, LLC		RO&R	186.91	16021 6301 00003952
PU	1196	06/19/17	WAL-MART	#1982	BALLOONS	4.50	16021 6301
PU	1197	06/19/17	ALL ABOUT BOOKS, LLC		RO&R	44.10	16021 6301 00003952
PU	1198	06/19/17	ALL ABOUT BOOKS, LLC		RO&R	702.52	16021 6301 00003952
PU	1255	06/19/17	INTERSTATE BOOKS4SCHOO		RO&R	88.00	16021 6301 00003952
PU	1256	06/19/17	STAR BRIGHT BOOKS		RO&R	38.04	16021 6301 00003952
PU	1257	06/19/17	SCHOLASTIC	EDUCATION	RO&R	36.90	16021 6301 00003952
PU	1288	06/19/17	AMAZON MKTPLACE	PMTS	TALLY COUNTER	19.94	16021 6301
PU	1293	06/19/17	AMAZON.COM		ELL CRAFTS	110.50	16021 6301 00003955
PU	1294	06/19/17	AMAZON.COM		ELL CRAFTS	77.35	16021 6301 00003955
PU	1339	06/19/17	AMAZON.COM		ELL BOOKS	350.20	16021 6301 00003955
PU	1383	06/19/17	INTERSTATE BOOKS4SCHOO		RO&R	72.00	16021 6301 00003952
PU	1384	06/19/17	INTERSTATE BOOKS4SCHOO		RO&R	12.00	16021 6301 00003952
PU	1396	06/19/17	TARGET	00008078	SPLIT-EVENT LIGHTS (24.74	16021 6301
PV	375163	06/09/17	PEASEBLOSSOM	MUSIC	slp performance	170.00	16021 6599 00003951
PV	375163	06/09/17	PEASEBLOSSOM	MUSIC	slp performance	280.00	16021 6599
PV	375184	06/09/17	AKINS, GEOFF		bubble wonders	720.00	16021 6599
PV	375184	06/19/17	AKINS, GEOFF		bubble wonders	720.00-	16021 6599
PV	375517	06/26/17	NATURE'S NICHE, LLC		slp performer	350.00	16021 6599 00003951
16021						8,624.33	
JE	125976	06/29/17	6/29 PR TRAVEL REIMB		CARPENTER	102.61	16023 6201
PU	1276	06/19/17	HOLIDAY INN	STEVENS PO	B.C. ALA STAY	218.00	16023 6201

DocDocument		G/L		Explanation		Amount	Account		
Ty	Number	Date	Alpha	Name	-Remark-				
PV	375626	06/30/17	CLEAR IMAGE SOLUTIONS, LLC		reader printer repai	616.90	16023	6418	
16023						937.51			
JE	125892	06/16/17	6/15 PR TRAVEL REIMBURSEMENTS	EISEN		17.33	16024	6201	
PU	803	06/19/17	AMTRAK .CO1280692083980		D.S. ALA TRANSPORTAT	50.00	16024	6201	
PU	771	06/19/17	TARGET	00002386	TSLP PRIZES	100.00	16024	6301	00003951
PU	1397	06/19/17	TARGET	00008078	SPLIT-EVENT LIGHTS (24.73	16024	6301	
PU	1424	06/19/17	FOX CITIES CHAMBER		BAZARAFTERDARK BOOTH	40.00	16024	6599	00003951
PV	375401	06/19/17	ENCARNACION, MARISOL		card making	125.00	16024	6599	00003951
PV	375546	06/26/17	BORRUSO, LEN		artist workshop	200.00	16024	6599	00003951
PV	375632	06/30/17	FOX CITIES BOOK FESTIVAL		author fees	2,000.00	16024	6599	00003951
16024						2,557.06			
PU	456	06/19/17	UFIRST *LAUNDRY SVCS		MAT CLEANING	50.84	16031	6306	
PU	1039	06/19/17	UFIRST *LAUNDRY SVCS		MAT CLEANING	50.84	16031	6306	
PU	287	06/19/17	AMAZON MKTPLACE PMTS		MICROFIBER CLOTHS	19.99	16031	6309	2
PU	996	06/19/17	NORTHSIDE TRUE VALUE		BOLTS	1.85	16031	6309	2
JE	125845	06/09/17	RECYCLING MAY 2017		237168	128.00	16031	6407	
PU	722	06/19/17	ADVANCED DISPOSAL ONLI		SPLIT - TRASH (3.98%	104.42	16031	6407	
PV	375483	06/26/17	ADVANCED DISPOSAL SERVICES SOL		refuse services	74.00	16031	6407	
PV	375573	06/28/17	WE ENERGIES		4835-258-176	9,174.24	16031	6413	1
PV	375573	06/28/17	WE ENERGIES		5229-670-389	773.17	16031	6413	2
PU	286	06/19/17	SHERWIN WILLIAMS 70311		WOOD STAIN	17.79	16031	6416	
PU	740	06/19/17	AMAZON.COM		BATTERIES/SANDPAPER	25.94	16031	6418	
PU	741	06/19/17	AMAZON.COM		DISH SOAP	13.00	16031	6418	
JE	125964	06/22/17	MAY, 2017 FMD MONTHLY BILLING		LIBRARY	15,036.05	16031	6420	
16031						25,470.13			
PU	57	06/19/17	SP * ELM USA		DISC CLEAN SUPPLIES	839.95	16032	6301	
PU	612	06/19/17	DEMCO INC		BINS & DVD'S	531.94	16032	6301	
PU	914	06/19/17	INT*IN *ELM USA INC.		DISC BUFFER	496.39	16032	6301	
PU	983	06/19/17	DEMCO INC		DISPLAY BINS	820.97	16032	6301	
PU	1105	06/19/17	PREMIUM WATERS E-BILL		DISTILLED WATER	118.89	16032	6301	
PU	35	06/19/17	AMAZON MKTPLACE PMTS			59.98	16032	6315	
PU	36	06/19/17	THE PENWORTHY COMPANY			3,143.30	16032	6315	
PU	39	06/19/17	MIDWEST TAPE LLC			2,463.72	16032	6315	

DocDocument		G/L		Explanation		Amount	Account
Ty	Number	Date	Alpha	Name	-Remark-		
PU	40	06/19/17	INGRAM	LIBRARY SERVICE		904.92	16032 6315
PU	41	06/19/17	INGRAM	LIBRARY SERVICE		362.87	16032 6315
PU	99	06/19/17	STATE BAR OF WISCONSIN			156.23	16032 6315
PU	100	06/19/17	INGRAM	LIBRARY SERVICE		608.59	16032 6315
PU	101	06/19/17	INGRAM	LIBRARY SERVICE		786.72	16032 6315
PU	102	06/19/17	INGRAM	LIBRARY SERVICE		1,110.73	16032 6315
PU	103	06/19/17	AMAZON	MKTPLACE PMTS		29.99	16032 6315
PU	166	06/19/17	HOUCHEN	BINDERY LTD		43.00	16032 6315
PU	167	06/19/17	R&L	PUBLISHING GROUP		57.77	16032 6315
PU	213	06/19/17	INGRAM	LIBRARY SERVICE		650.33	16032 6315
PU	241	06/19/17	INGRAM	LIBRARY SERVICE		1,805.69	16032 6315
PU	242	06/19/17	INGRAM	LIBRARY SERVICE		1,096.44	16032 6315
PU	344	06/19/17	AMAZON.COM			19.97	16032 6315
PU	345	06/19/17	INGRAM	LIBRARY SERVICE		1,421.45	16032 6315
PU	346	06/19/17	AMAZON.COM			52.74	16032 6315
PU	347	06/19/17	AMAZON	MKTPLACE PMTS		603.68	16032 6315
PU	348	06/19/17	AMAZON	MKTPLACE PMTS		.26-	16032 6315
PU	375	06/19/17	MIDWEST	TAPE LLC		1,904.55	16032 6315
PU	376	06/19/17	INGRAM	LIBRARY SERVICE		2,176.06	16032 6315
PU	451	06/19/17	INGRAM	LIBRARY SERVICE		407.42	16032 6315
PU	461	06/19/17	RECORDED	BOOKS		94.23	16032 6315
PU	519	06/19/17	THOMSON	WEST*TCD		1,152.50	16032 6315
PU	520	06/19/17	BAKER-TAYLOR			12.24	16032 6315
PU	525	06/19/17	AMAZON	MKTPLACE PMTS		23.95	16032 6315
PU	526	06/19/17	RECORDED	BOOKS		5,065.53	16032 6315
PU	550	06/19/17	AMAZON	MKTPLACE PMTS		27.21	16032 6315
PU	551	06/19/17	AMAZON	MKTPLACE PMTS		11.94	16032 6315
PU	552	06/19/17	AMAZON	MKTPLACE PMTS		74.97	16032 6315
PU	553	06/19/17	AMAZON	MKTPLACE PMTS		13.49	16032 6315
PU	554	06/19/17	AMAZON	MKTPLACE PMTS		25.77	16032 6315
PU	555	06/19/17	AMAZON.COM			22.95	16032 6315
PU	556	06/19/17	AMAZON	MKTPLACE PMTS		6.94	16032 6315
PU	557	06/19/17	MPTV	AUCTION		159.85	16032 6315
PU	589	06/19/17	AMAZON	MKTPLACE PMTS		16.52	16032 6315
PU	590	06/19/17	AMAZON	MKTPLACE PMTS		28.74	16032 6315

DocDocument		G/L		Explanation		Amount	Account
Ty	Number	Date	Alpha	Name	-Remark-		
PU	591	06/19/17	AMAZON	MKTPLACE PMTS		21.97	16032 6315
PU	617	06/19/17	AMAZON	MKTPLACE PMTS		15.94	16032 6315
PU	618	06/19/17	AMAZON	MKTPLACE PMTS		72.18	16032 6315
PU	619	06/19/17	ALLDATA	CORP #8601		1,500.00	16032 6315
PU	620	06/19/17	AMAZON	MKTPLACE PMTS		5.99	16032 6315
PU	621	06/19/17	AMAZON	MKTPLACE PMTS		35.83	16032 6315
PU	622	06/19/17	INGRAM	LIBRARY SERVICE		1,190.00	16032 6315
PU	623	06/19/17	INGRAM	LIBRARY SERVICE		736.06	16032 6315
PU	669	06/19/17	MIDWEST	TAPE LLC		1,481.80	16032 6315
PU	670	06/19/17	INGRAM	LIBRARY SERVICE		2,048.61	16032 6315
PU	671	06/19/17	INGRAM	LIBRARY SERVICE		836.42	16032 6315
PU	718	06/19/17	THOMSON	WEST*ICD		822.01	16032 6315
PU	719	06/19/17	INGRAM	LIBRARY SERVICE		301.59	16032 6315
PU	720	06/19/17	HOLOPOSTAL.COM			33.95	16032 6315
PU	805	06/19/17	R&L	PUBLISHING GROUP		45.77	16032 6315
PU	943	06/19/17	MIDWEST	TAPE LLC		2,005.44	16032 6315
PU	944	06/19/17	INGRAM	LIBRARY SERVICE		394.27	16032 6315
PU	945	06/19/17	RECORDED	BOOKS		288.03	16032 6315
PU	946	06/19/17	AMAZON	MKTPLACE PMTS		7.91	16032 6315
PU	947	06/19/17	AMAZON.COM			39.99	16032 6315
PU	1003	06/19/17	AMAZON	MKTPLACE PMTS		19.93	16032 6315
PU	1004	06/19/17	INGRAM	LIBRARY SERVICE		1,184.71	16032 6315
PU	1005	06/19/17	AMAZON	MKTPLACE PMTS		13.38	16032 6315
PU	1016	06/19/17	AUDIOFILE	MAGAZINE		60.00	16032 6315
PU	1115	06/19/17	AMAZON.COM			10.97	16032 6315
PU	1116	06/19/17	INGRAM	LIBRARY SERVICE		615.45	16032 6315
PU	1117	06/19/17	INGRAM	LIBRARY SERVICE		2,230.41	16032 6315
PU	1267	06/19/17	RECORDED	BOOKS		27.80	16032 6315
PU	1268	06/19/17	UPS*1ZR449350395165023			18.39	16032 6315
PU	1269	06/19/17	UPS*1ZR449350397302013			8.44	16032 6315
PU	1270	06/19/17	INGRAM	LIBRARY SERVICE		845.94	16032 6315
PU	1333	06/19/17	MIDWEST	TAPE LLC		846.04	16032 6315
PU	1334	06/19/17	INGRAM	LIBRARY SERVICE		2,058.41	16032 6315
PU	1335	06/19/17	COMMODITY	RESEARCH BUR		189.00	16032 6315
PU	1431	06/19/17	AMAZON.COM			62.16	16032 6315

DocDocument		G/L		Explanation			
Ty	Number	Date	Alpha	Name	-Remark-	Amount	Account
PU		1432	06/19/17	NO LOAD FUND INVESTOR		169.00	16032 6315
PV		375533	06/26/17	UNIQUE MANAGEMENT SERVICES, IN collections		349.05	16032 6599
16032						50,003.70	
PU		984	06/19/17	OFFICEMAX/OFFICEDEPT#6	SPLIT -INK CARTRIDGE	59.60	16033 6301
PU		999	06/19/17	AMAZON.COM	TONER	102.99	16033 6301
PU		1002	06/19/17	AMAZON.COM	TONER	196.29	16033 6301
PU		34	06/19/17	AMAZON.COM	NETWORKING GEAR	316.80	16033 6327
PU		449	06/19/17	DMI* DELL HLTHCR/PTR	PRINTER RACKS	176.69	16033 6327
PU		450	06/19/17	DMI* DELL HLTHCR/PTR	SERVER WARRANTY EXT.	480.26	16033 6327
PU		518	06/19/17	DMI* DELL HLTHCR/PTR	PRINTER	264.99	16033 6327
PU		804	06/19/17	CDW GOVT #HTJ2068	CABLES	14.33	16033 6327
PU		1000	06/19/17	AMAZON MKTPLACE PMTS	CANNED AIR	25.00	16033 6327
PU		1001	06/19/17	AMAZON MKTPLACE PMTS	CLEANER	40.09	16033 6327
PU		1266	06/19/17	CDW GOVT #HRC1348	HEADPHONES	71.76	16033 6327
PU		1430	06/19/17	CDW GOVT #HQM2171	CABLES	30.98	16033 6327
PU		627	06/19/17	RICOH USA, INC	COPIER CONTRACT	148.71	16033 6418
PU		835	06/19/17	FS *TECHSMITH	VIDEO SERVICE	99.95	16033 6418
PU		1020	06/19/17	MODERN BUSINESS MACHIN	COPIER CONTRACT	73.97	16033 6418
PU		878	06/19/17	CDW GOVT #HTB5484	ADOBE SOFTWARE	4,471.89	16033 6815
16033						6,574.30	
						95,707.74	



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Monday, June 26, 2017

11:30 AM

225 N. Oneida Street

Personnel & Policy Committee

1. Call meeting to order

Suzanne Brault Pagel called the meeting to order at 11:30am

2. Roll call of membership

Others present: Colleen Rortvedt

Present: 4 - Bergman, Brault Pagel, Peterson and Kellner

Others : 1 - Scheuerman

3. Action Items

Closed Session

Bergman moved, seconded by Peterson that the meeting move into Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters and then may resume meeting in Open Session. Voice vote. Motion carried. (4-0) Roll Call was taken.

The meeting went into Closed Session at 11:32am

Bergman moved, seconded by Peterson that the meeting resume in Open Session. Voice Vote. Motion carried. (4-0) Roll Call was taken.

The meeting resumed into Open Session at 12:20pm

A. [17-951](#)

Library Director's 2017 mid-year performance review

Peterson moved, seconded by Kellner, that the Committee Chair draft the Personnel and Policy Committee's comments for the Library Director's 2017 mid-year performance review for Board approval. Voice Vote. Motion Carried. (4-0)

4. Adjournment

Kellner moved, seconded by Bergman that the meeting be adjourned. Voice vote. Motion carried. (4-0)

The meeting was adjourned at 12:35pm

Building Process Community Questions and Comments

The following summary of questions and comments were collected over an 11 week period beginning August 26, 2014. We have stationed our first floor greeter table, as well as hosted a station at the Downtown Appleton Farm Market for a total of 64 hours. Through collecting this data, we have gathered input from just over 1,200 community members. Due to the volume of comments and questions we have recorded, we have created a summary of general areas to which comments were grouped. Below are the categories, followed by the number of comments and questions received.

Yellow Highlight = Opinion Based

Pink Highlight = Question Based

1. Heard about the project, does not have any questions or comments. (338)
2. Good luck wishes, overall positive comments. (279)
3. Have not heard about the project yet. (101)
4. Likes the concept designs. (91)
5. It's a good location. (56)
6. What about parking? (44)
7. What is the timeline of the project? (43)
8. What would happen to the current building? (37)
9. Concerns with the church. (35)
10. Where is the proposed library located? (32)
11. Does not like the location. (31)
12. Does not like the concept designs. (30)
13. Questions about the layout. (30)
14. Building specific suggestions. (27)
15. Questions and concerns about traffic and access. (23)
16. Why do we need a new library? (21)
17. It's a lot of money to spend. (20)
18. Would prefer free parking. (16)
19. The current building/location is fine. (13)
20. Is it going to be green? (13)
21. Would like to see Trinity incorporated into new building. (10)

22. Where does the funding come from? (9)
23. Questions and concerns about the stability of the bluff. (9)
24. Questions and concerns over the amount of glass. (9)
25. Questions and concerns about distance from transit. (8)
26. Questions and concerns about the flat roof. (6)
27. Where can I learn more about the project? (6)
28. Why was the location chosen? (5)
29. Would like to see it built on the outskirts of town. (4)
30. I am still undecided. (4)
31. Is there a second choice? (3)