



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 18, 2014

4:30 pm

Library Lower Level Meeting Room C

1. Call meeting to order

President Peterson called the meeting to order at 4:35 pm.

2. Roll call of membership

Others Present: Tina Babler, Sam Bartos, Chris Behrens, Walter Burkhalter, Dan Causir, Polly Dalton, Luke Diedrich, Jane Garton, Tony Garton, Sara Gilbert, Karen Harkness, Martha Hemwall & Lily, Colleen Holz, Mike Kemmeter, Brian Kopetsky, John Larson, Mary Lindsley, Conrado Lopez, Joe Martin, Chuck Merry, Sara Micheletti, Tanya Misselt, Mike Moon, Michael Nitz, Jan Quinlan, Ken Pearson, Nick Penzenstadler, John Pfefferle, Alex Ronallo, Colleen Rortvedt, Susan Ruppel, Tasha Saecker, Kathy Trauger, Tim Trauger, John Ulness, Lee Vogel, Maureen Ward, Shelly Welhouse, Paula Wright

Brian Looker arrived at 4:49 pm.

Present: 9 - Willis Bloedow, Elizabeth Truesdale-Witek, John Peterson, Don Hietpas, Alderperson Kathleen Plank, Sarah Long-Radloff, MaryKate Schneider, Brian Looker and Terry Bergen

Excused: 1 - Terry Bergman

3. Approval of minutes from previous meeting

[14-473](#)

February 18, 2014 Meeting Minutes

Long-Radloff moved, seconded by Hietpas, that the February 18, 2014 Meeting Minutes be approved. Voice Vote. Motion Carried. (7-0)

4. Public Hearings/Appearances

5. Establish Order of the Day

President Peterson changed the order of the agenda moving the Director's Report to 7 a. and the Report of the Personnel Committee was moved to the end of the agenda for closed session.

6. Director's Report

- i. [14-476](#) Update on the Library Needs Assessment Study and presentation by Engberg Anderson

7. Action Items

- a. [14-471](#) 2013 December Final Bill Register

Truesdale-Witek moved, seconded by Long-Radloff, that the 2013 Final Bill Register be approved. Voice Vote. Motion Carried. (8-0)
- b. [14-488](#) 2013 End of Year Final

Bergen moved, seconded by Bloedow, that the 2013 End of Year Final be approved. Voice Vote. Motion Carried. (8-0)
- c. [14-472](#) February 2014 Bill Register

Hietpas moved, seconded by Bergen, that the February 2014 Bill Register be approved. Voice Vote. Motion Carried. (8-0)
- d. [14-475](#) 2013 Annual Report

Bloedow moved, seconded by Long-Radloff, that the 2013 Annual Report be approved. Voice Vote. Motion Carried. (8-0)

8. Information Items

a. Assistant Director's Report

- i. [14-478](#) Staffing Updates
- ii. [14-479](#) January and February 2014 Statistics

b. Friends Report

- i. [14-480](#) Feasibility Study update
- ii. [14-481](#) Friends Used Book Sale
- iii. [14-490](#) April Friends Drive

9. Other Business

- a. [14-482](#) Recent and upcoming programs
- b. [14-489](#) AARP Tax Assistance at APL

Closed Session

Witek moved to meet in Closed Session pursuant to Wisconsin statute 19.85(1) (c) to discuss personnel matters and then resume meeting in Open Session, seconded by Bloedow. Roll call was taken. (8-0) The meeting went into Closed Session at 5:48 pm.

Bergen moved, seconded by Long-Radloff that the Board resume meeting in Open Session. Roll call was taken. (8-0) The meeting resumed Open Session at 5:53 pm.

- 10. [14-474](#) Report of the Personnel Committee

Bergen moved, seconded by Bloedow, that the Library Director's 2014 established goals be approved. Voice Vote. Motion Carried. (8-0)

- 11. Adjournment

Long-Radloff moved, seconded by Alderperson Plank, that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)
The meeting adjourned at 5:55 pm.