



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 17, 2015

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Peterson called the meeting to order at 4:30 pm.

2. Roll call of membership

Others Present: Travis Bartels, City Attorney Chris Behrens, Luke Diedrich, Adriana McCleer, Tanya Misselt, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward, Paula Wright

Present: 8 - Truesdale-Witek, Peterson, Hietpas, Alderperson Plank, Looker, Bergen, Scheuerman and Bloedow

Excused: 1 - Bergman

Others : 1 - Schneider

3. Approval of minutes from previous meeting

[15-401](#)

February 24, 2015 Special Meeting Minutes

Attachments: [February 24 2015 Special Meeting Minutes-Report.pdf](#)

Truesdale-Witek moved, seconded by Bloedow, that the February 24, 2015 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Participation & Communication

[15-400](#)

Adriana McCleer, APL Community Partnerships Supervisor

5. Establish Order of the Day

6. Action Items

A. [15-402](#)

February 2015 Bill Register

Attachments: [2015 FEB bill register.pdf](#)
[2015 FEB revenue and expense.pdf](#)

Scheuerman moved, seconded by Bergen, that the February 2015 Bill Register be approved. Voice Vote. Motion Carried. (8-0)

B. [15-403](#) 2014 End of Year Financial Report - Final

Attachments: [2014 DEC bill register final.pdf](#)
 [2014 DEC revenue and expense final.pdf](#)
 [2014 DEC section totals final.pdf](#)

The 2014 End of Year Financial Report - Final was approved. (8-0)

C. [15-404](#) 2014 - 2015 Amended Carry Over Request

Attachments: [REVISED 2014-2015 carryover memo.pdf](#)

Bloedow moved, seconded by Hietpas, that the 2014-2015 Amended Carry Over Request be approved. Voice Vote. Motion Carried. (8-0)

D. [15-405](#) Request to approve purchase of 6 workstations and 3 offices for \$22,861.47 and 3 additional offices for \$6,967.28 to Nordon Business Environments for a total of \$29,828.75.

Looker moved, seconded by Scheuerman, that the request to purchase 6 workstations and 3 additional offices for \$22,861.47 and 3 additional offices for \$6,967.28 from Nordon Business Environments for a total of \$29,828.75 be approved. Voice Vote. Motion Carried. (8-0)

E. [15-406](#) 2014 Wisconsin Department of Public Instruction Public Library Annual Report

Attachments: [APL Annual Report 2014.pdf](#)

Bloedow moved, seconded by Truesdale-Witek, that the 2014 Wisconsin Department of Public Instruction Public Library Annual Report be approved. Voice Vote. Motion Carried. (8-0)

F. [15-407](#) Statement Concerning Public Library System Effectiveness for the 2014 Wisconsin Department of Public Instruction Public Library Annual Report

Attachments: [System effectiveness statement pending approval.pdf](#)

Bergen moved, seconded by Scheuerman, that the Statement Concerning Public Library System Effectiveness for the 2014 Wisconsin Department of Public Instruction Public Library Annual Report be approved. Voice Vote. Motion Carried. (8-0)

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

- i. [15-408](#) Budget Amendment

Attachments: [2015 MAR budget amendment.pdf](#)
- ii. [15-410](#) Award the Library CIP roof replacement contract to W.J. Woodruff Roofing in the amount of \$134,940 with a contingency of \$13,500 for a total contract not to exceed \$148,440.

Attachments: [2015 Library Roof Replacement memo.pdf](#)
- iii. [15-409](#) Library building process update
- iv. [15-424](#) Historical Patron Usage - Statistical Graphs 2000-2014

Attachments: [Stat Graphs for APLBoard.pdf](#)
- v. [15-412](#) Collaborative Efforts List - End of Year 2014

Attachments: [2014 YEAR END Collaborative and Cooperative Efforts.pdf](#)
- vi. [15-413](#) Staff Training Day follow up
- vii. [15-414](#) National Library Week
- viii. [15-415](#) 2015 APL Volunteer of the Year

B. Friends Report

- i. [15-416](#) Friends Book Sale
- ii. [15-417](#) April Friendship Month

8. Other Business

- A. [15-418](#) Recent and upcoming programs
Fox Cities Book Festival
Community Read

Closed Session**9. Adjournment**

Plank moved, seconded by Looker that the meeting be adjourned . Voice Vote.
Motion Carried. (8-0) The meeting adjourned at 5:11 pm.