



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, October 20, 2015

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Nancy Scheuerman called the meeting to order at 4:30 p.m.

2. Roll call of membership

Others Present: Tina Babler, Travis Bartels, Luke Diedrich, Sara Kopesky, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward, Paula Wright

Present: 8 - Bergman, Peterson, Hietpas, Looker, Scheuerman, Bloedow, Siebers and Bergen

Others : 1 - Schneider

3. Approval of minutes from previous meeting

[15-1681](#)

September 15, 2015 Meeting Minutes

Attachments: [September 15 2015 Meeting Minutes.pdf](#)

Siebers moved, seconded by Bergman, that the September 15, 2015 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

[15-1682](#)

October 15, 2015 Policy Committee Meeting Minutes

Attachments: [Policy Committee Meeting Minutes 10-15-2015.pdf](#)

Bergen moved, seconded by Looker, that the October 15, 2015 Policy Committee Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Appearances and Communication

[15-1683](#)

APL Resource of the month demonstration - Gale Courses

5. Establish Order of the Day

6. Action Items

A. [15-1684](#)

Bill Register - September 2015

Attachments: [2015 SEPT bill register.pdf](#)
 [2015 SEPT revenue and expense.pdf](#)
 [2015 SEPT section totals.pdf](#)

Siebers moved, seconded by Bergman, that the September 2015 Bill Register be approved. Voice Vote. Motion Carried. (8-0)

B. [15-1685](#)

Report of the Policy Committee

Attachments: [Gifts Policy Draft redline october 2015.pdf](#)
 [Gifts Policy Draft october 2015.pdf](#)
 [Materials Selection Policy redline October 2015 AMENDED.pdf](#)
 [Meeting and Study Room Use Policy Draft redline october 2015 F.pdf](#)
 [Meeting and Study Room Use Policy Draft october 2015 F.pdf](#)
 [Scholarship Policy 2015 update.pdf](#)
 [Procurement Policy Info Item 2015.pdf](#)
 [Procurement Contract Mgmt Policy -2015 Markup.pdf](#)

Bergen moved, seconded by Peterson, that the Gifts and Donations Policy, amended Materials Selection Policy, Meeting and Study Room Use Policy, Scholarship Policy and Procurement Contract Management Policy be approved. Voice Vote. Motion Carried. (8-0)

C. [15-1686](#)

Friends of Appleton Public Library End of Year Grants 2014-2015

Attachments: [Friends 14-15 EOY.pdf](#)

Peterson moved, seconded by Bloedow, that the Friends of Appleton Public Library End of Year Grants 2014-2015 be approved. Voice Vote. Motion Carried. (8-0)

D. [15-1687](#)

Budget Amendment

Attachments: [2015 OCT budget amendment revision.pdf](#)

Hietpas moved, seconded by Looker, that the Budget Amendment in the amount of \$8,610.48 be approved. Voice Vote. Motion Carried. (8-0)

E. [15-1688](#)

2016 Library Board of Trustees Meeting Schedule

Attachments: [APLBoardMeetingSchedule 2016.pdf](#)

Bloedow moved, seconded by Bergman, that the 2016 Library Board of Trustees Meeting Schedule be approved. Voice Vote. Motion Carried. (8-0)

7. Information Items

A. President's Report

- i. [15-1689](#) Presentation of 2015 - 2016 Board committee appointments

Attachments: [Trustee Info for Website 10-2015.pdf](#)
[15-16 Board Committees 10-2015.pdf](#)

- ii. [15-1702](#) Building process update

B. Director's Report

- i. [15-1690](#) 2016 Budget update

- ii. [15-1691](#) Presentation on APL 150

Bloedow left at 5:35 p.m.

- iii. [15-1706](#) Board of Trustees Bylaws Policy proposed updates for November 2015

Attachments: [Board of Trustees BYLAWS draft redline October to November 2015.pdf](#)
[Board of Trustees BYLAWS draft October to November 2015.pdf](#)

- iv. [15-1692](#) Reach Out and Read United Way Innovative Grant Update

- v. [15-1693](#) Wisconsin Library Association Conference

- vi. [15-1694](#) The Future of the American Public Library Conference at Marquette Law School - Thursday, October 29, 2015

- vii. [15-1695](#) Status of county reimbursement issues

- viii. [15-1696](#) OWLS updates: Joint Committee of OWLS and Nicolet Board trustees

C. Assistant Director's Report

- i. [15-1697](#) Staffing updates

- ii. [15-1698](#) Inter-library loan lean process report

Attachments: [ILL LEAN Process.pdf](#)

D. Friends Report

- i. [15-1699](#) Friends Used Book Sale - November 19 - 21, 2015
- ii. [15-1700](#) Save the Date - I Love My Library Dinner - February 7, 2016

8. Other Business

- i. [15-1701](#) Recent and Upcoming Programs
- i. Hispanic Heritage Celebration
 - ii. Books Build Community
 - iii. Steampunk Saturday

9. Adjournment

Bergman moved, seconded by Looker that the meeting be adjourned. Voice Vote. Motion Carried. (7-0)
The meeting adjourned at 6:15 p.m.