



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 15, 2016

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, John Hoft-March, Adriana McCleer, Tanya Misselt, Michael Nitz, Norma Oliveras, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward, Paula Wright

Present: 6 - Peterson, Looker, Scheuerman, Bloedow, Siebers and Brault Pagel

Excused: 3 - Bergman, Hietpas and Schneider

3. Approval of minutes from previous meeting

[16-360](#)

February 16, 2016 meeting minutes

Attachments: [February 16 2016 Meeting Minutes.pdf](#)

Looker moved, seconded by Peterson, that the February 16, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (6-0)

4. Establish Order of the Day

President Scheuerman moved agenda item 4. 16-631 Appleton Ready to Read Grant from the Basic Needs Giving Partnership Fund within the Community Foundation for the Fox Valley Region supported by the U.S. Venture Fund for Basic Needs and the J.J. Keller Foundation and other community partners. - Norma Oliveras and agenda item 7. B. ii. 16-368 Friends Grant update before agenda item 7. Information Items.

5. Action Items

A. [16-362](#)

February 2016 Bill Register

Attachments: [2016 February bill register.pdf](#)
[2016 February revenue and expense.pdf](#)
[2016 February section totals.pdf](#)

Peterson moved, seconded by Bloedow, that the February 2016 Bill Register be approved. Voice Vote. Motion Carried. (6-0)

- B. [16-377](#) December 2015 Bill Register - Final
- Attachments:** [2015 December \(final\) bill register.pdf](#)
- Looker moved, seconded by Peterson, that the December 2015 Bill Register - Final be approved. Voice Vote. Motion Carried. (6-0)
- C. [16-363](#) 2015 End of Year Financial Report
- Attachments:** [2015 December \(final\) revenue and expense.pdf](#)
[2015 December \(final\) section totals.pdf](#)
- Siebers moved, seconded by Bloedow, that the 2015 End of Year Financial Report be approved. Voice Vote. Motion Carried. (6-0)
- D. [16-364](#) 2015-2016 Carryover Request
- Attachments:** [2015-16 carryover memo.pdf](#)
- Siebers moved, seconded by Peterson, that the 2015-2016 Carryover Request in the total amount of \$5,373 be approved. Voice Vote. Motion Carried. (6-0)
- E. [16-365](#) Budget Amendment
- Attachments:** [March 15 Budget Amendment Signed.pdf](#)
- Peterson moved, seconded by Bloedow, that the Budget Amendment in the amount of \$15,000 be approved. Voice Vote. Motion Carried. (6-0)
- F. [16-366](#) 2015 Annual Report
- Attachments:** [2015 Annual Report Corrected.pdf](#)
- Bloedow moved, seconded by Peterson, that the corrected 2015 Annual Report be approved. Voice Vote. Motion Carried. (6-0)
- Looker moved, seconded by Bloedow that the 2015 Annual Report Statement of System Effectiveness be approved. Voice Vote. Motion Carried. (6-0)

6. Public Hearings/Appearances

John Peterson left the meeting at 4:55 p.m.

- A. [16-361](#) Appleton Ready to Read Grant from the Basic Needs Giving Partnership Fund within the Community Foundation for the Fox Valley Region supported by the U.S. Venture Fund for Basic Needs and the J.J. Keller Foundation and other community partners. - Norma Oliveras

- B. [16-368](#) Friends Grant Transition update

Attachments: [Friends Grant Report - Expenses DRAFT.pdf](#)
[Friends Grants Report - Revenues DRAFT.pdf](#)
[Friends grant funds transition memo March Update.pdf](#)

7. Information Items

A. President's Report

- i. [16-371](#) Downtown Comprehensive Plan update
- ii. [16-386](#) Upcoming public input meetings

B. Director's Report

- i. [16-367](#) Award of the Basic Needs Giving Partnership Grant and informational budget adjustment - \$15,000
- ii. [16-369](#) City of Appleton Citizen's Academy
- iii. [16-370](#) Business Manager Transition update

C. Assistant Director's Report

- i. [16-372](#) Impact Survey in April
- ii. [16-387](#) APL staffing updates

D. Friends Report

- i. [16-373](#) April Friendship Drive
- ii. [16-374](#) Friends Used Book Sale - April 29 - April 30, 2016, Pre-sale April 28, 2016
- iii. [16-375](#) Friends Annual Meeting May 26, 2016 - Save the Date

8. Recent and Upcoming Programs

A. [16-376](#) Fox Cities Book Festival

9. Adjournment

Siebers moved, seconded by Bloedow that the meeting be adjourned. Voice
Vote. Motion Carried. (5-0)
The meeting was adjourned at 5:44 p.m.