



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, June 14, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Scheuerman called the meeting to order at 4:31 pm

2. Roll call of membership

Others Present: Travis Bartels, Jessica Brittnacher, Tina Krueger, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward, Paula Wright

Present: 6 - Bergman, Hietpas, Scheuerman, Brault Pagel, Peterson and Dannecker

Excused: 2 - Looker and Bloedow

Others : 1 - Schneider

3. Approval of minutes from previous meeting

[16-931](#)

May 17, 2016 Meeting Minutes

Attachments: [May 17 2016 Meeting Minutes.pdf](#)

Bergman moved, seconded by Peterson, that the May 17, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (6-0)

4. Public Participation & Communications

[16-932](#)

Reappointment of Brian Looker to APL Library Board June 2016 - June 2019

5. Establish Order of the Day

6. Action Items

A. [16-933](#)

Bill Register - May 2016

Attachments: [2016 May Bill Register.pdf](#)
[2016 May Revenue and Expense.pdf](#)
[2016 May Section Totals.pdf](#)

- B. [16-934](#)** Recommendation to join OWLSnet libraries and employ Unique Management Services in accordance with Act 169
- Recommendation for the Appleton Public Library to authorize OWLSnet libraries to refer patron accounts to collection when there are overdue materials either:
 - a. Owned by the Appleton Public Library
 - b. Checked out at the Appleton Public Library
 - Recommendation to authorize the Appleton Public Library to refer to a collection agency patrons registered with the Appleton Public Library who have overdue items and owe more than \$50.
- Attachments:** [OWLS Collection agency background and proposal 5-23-16.pdf](#)
[Collection Agency Memo April 2016 \(2\).pdf](#)
- Peterson moved, seconded by Dannecker, that the recommendation for the Appleton Public Library to authorize OWLSnet libraries to refer patron accounts to collection when there are overdue materials either: a. owned by the Appleton Public Library b. checked out at the Appleton Public Library be approved. Voice Vote. Motion Carried. (6-0)
- Peterson moved, seconded by Dannecker, that the recommendation for the Appleton Public Library to refer to a collection agency patrons registered with the Appleton Public Library who have overdue items and owe more than \$50 be approved. Voice Vote. Motion Carried. (6-0)
- C. [16-935](#)** Budget Amendment
- Attachments:** [June 2016 Budget Amendments \(002\).pdf](#)
- Bergman moved, seconded by Peterson, that the Budget Amendment in the amount of \$26,131.61 be approved. Voice Vote. Motion Carried. (6-0)
- D. [16-936](#)** Approval of Friends Grant budget for the remainder of 2016
- Attachments:** [Friends 2016 budget June.pdf](#)
- Peterson moved, seconded by Hietpas, that the Friends Grant Budget for the remainder of 2016 be approved. Voice Vote. Motion Carried. (6-0)
- E. [16-937](#)** Request to approve contract to Nordon Business Environments for Library furniture renovation in the amount of \$29,017.66
- Attachments:** [2016 Library Furniture memo.pdf](#)
- Dannecker moved, seconded by Bergman, that the contract to Nordon Business Environments for Library furniture renovation in the amount of \$29,017.66 be approved. Voice Vote. Motion Carried. (6-0)

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

- i. [16-938](#) Downtown Comprehensive Plan update
- ii. [16-940](#) Board feedback on mixed use libraries presentation

B. Director's Report

- i. [16-941](#) FICA Alternative Plan
- ii. [16-942](#) Mobility Study update
- iii. [16-943](#) 2016 Trustee Week: Webinars August 22-26
- iv. [16-944](#) June 23 or June 24 Personnel and Policy Committee Meeting
- v. [16-945](#) July Finance Committee Meeting - Tuesday, July 12, 2016 2:30 pm
- vi. [16-946](#) Marketing Plan presentation
- vii. [16-953](#) Building Projects update - atrium flashing, carpet patching

C. Assistant Director's Report

- i. [16-947](#) APL Hiring Process updates
- ii. [16-948](#) Public Library System Re-design Project
- iii. [16-949](#) Impact Survey

Attachments: [2016 APL Impact Survey Highlights.pdf](#)

D. Recent and upcoming programs

- i. [16-954](#) Start of summer programs

- ii. [16-955](#) Organizations using the Library

E. Friends Report

- i. [16-951](#) Summer Friends updates

8. Other Business

9. Adjournment

Bergman moved, seconded by Peterson that the meeting be adjourned . Voice
Vote. Motion Carried. (6-0)
The meeting adjourned at 5:45 pm