



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

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Tuesday, August 16, 2016

4:30 PM

225 N. Oneida Street

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1. Call meeting to order

President Scheuerman called the meeting to order at 4:36 pm.

2. Roll call of membership

**Others Present:** Travis Bartels , Jessica Brittnacher, Colleen Holz, Tina Krueger, Adriana McCleer, Tanya Misselt, Michael Nitz, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward

**Present:** 9 - Bergman, Hietpas, Looker, Scheuerman, Bloedow, Brault Pagel, Peterson, Dannecker and Kellner

**Excused:** 1 - Schneider

3. Approval of minutes from previous meeting

[16-1250](#)

July 19, 2016 Meeting Minutes

**Attachments:** [July 19 2016 Meeting Minutes.pdf](#)

Bergman moved, seconded by Bloedow, that the July 19, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Participation & Communications

A. [16-1251](#)

City of Appleton Library Board Appointment - Rebecca Kellner

**Attachments:** [APPOINTMENT TO LIBRARY BD BIO EXPIRED TERM REBECCA KELLNER 072916.pdf](#)

5. Establish Order of the Day

President Scheuerman moved Action Item 6.C. Report of the Personnel & Policy Committee to the end of the meeting for Closed Session. The Policy items of the report remain as Action Items 6.C. and 6.D.

6. Action Items

A. [16-1288](#) July 2016 Bill Register

**Attachments:**     [July Bill Register.PDF](#)  
                              [July Expenses.PDF](#)  
                              [July Revenue.PDF](#)

Looker moved, seconded by Hietpas, that the July 2016 Bill Register be approved. Voice Vote. Motion Carried. (8-0)

B. [16-1289](#) August Budget Amendment

**Attachments:**     [August 2016 Budget Amendment.pdf](#)

Looker moved, seconded by Bergman, that the Budget Amendment in the amount of \$10,000 be approved. Voice Vote. Motion Carried. (8-0)

C. [16-1339](#) Children's Appropriate Use Policy

**Attachments:**     [Childrens Room Appropriate Use Approved August 2016.pdf](#)

Dannecker moved, seconded by Hietpas, that the APL Children's Room Appropriate Use Policy be approved as amended. Voice Vote. Motion Carried. (8-0)

D. [16-1340](#) APL Security Policy

**Attachments:**     [Security Policy Approved August 2016.pdf](#)

Hietpas moved, seconded by Bloedow, that the APL Security Policy be approved as amended. Voice Vote. Motion Carried. (8-0)

7. Information Items

A. Director's Report

i. [16-1291](#) Mobility Study Update

**Attachments:**     [Appleton's Downtown Mobility Plan.pdf](#)

ii. [16-1292](#) Financial Report format update

iii. [16-1310](#) Pay for Performance and Compensation Plan Review

**Attachments:**     [Pay for Performance and Compensation Plan HR Memo.pdf](#)

B. President's Report

- i. [16-1293](#) Board of Trustee Committee Updates
  - Nominating Committee Appointments
  - Updated Committee Appointments
- ii. [16-1294](#) Downtown Comprehensive Plan update
- iii. [16-1299](#) Building Study Update
- iv. [16-1295](#) Trustee trainings

### C. Assistant Director's Report

- i. [16-1296](#) Hiring Process updates

### 8. Recent & Upcoming Programs

- A. [16-1297](#) Recent and upcoming programs
  - RISE
  - Latino Fest Celebration
  - Incredible India
  - Fox Trot Trail
  - PBS Get Up and Go Day
  - Mile of Music at APL
  - Summer Library Program wrap up

### Closed Session

Bloedow moved, seconded by Dannecker that the meeting move into Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters and then resume meeting in Open Session. Voice Vote. Motion Carried. (8-0) Roll Call was taken.

The meeting moved into Closed Session at 5:50 pm.

Peterson moved, seconded by Bloedow that the meeting resume in Open Session. Voice Vote. Motion Carried. (8-0) Roll Call was taken.

The resumed Open Session at 5:59 pm.

- C. [16-1290](#) Report of the Personnel and Policy Committee

**Attachments:** [Personnel & Policy Committee Meeting Minutes 7-25-2016.pdf](#)

Peterson moved, seconded by Hietpas, that the Report of the Personnel & Policy Committee and the Library Director's 2016 Mid-Year Performance Evaluation be approved. Voice Vote. Motion Carried. (8-0)

9. Adjournment

Bloedow moved, seconded by Dannecker that the meeting be adjourned.

Voice Vote. Motion Carried. (8-0)

The meeting adjourned at 6:04 pm.