



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, October 18, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order

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

2. Roll call of membership

Others Present: Travis Bartels, Jessica Brittnacher, Beth Carpenter, Colleen Holz, Tina Krueger, Adriana McCleer, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward

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

Excused: 1 - Hietpas

Others : 1 - Panella

3. Approval of minutes from previous meeting

[16-1595](#)

September 20, 2016 Meeting Minutes

Attachments: [September 20 2016 Meeting Minutes.pdf](#)

Bergman moved, seconded by Bloedow, that the September 20, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (10-0)

4. Public Participation and Communication

Establish Order of the Day

5. Action Items

A. [16-1596](#)

Bill Register - September 2016

Attachments: [September Bill Register.pdf](#)
[September Revenue and Expense Summary.pdf](#)
[September Expense Report.pdf](#)
[September Grant Revenue and Expense Summary.pdf](#)

Dannecker moved, seconded by Peterson, that the September 2016 Bill Register be approved. Voice Vote. Motion Carried. (10-0)

B. [16-1597](#) Budget Amendment

Attachments: [October Budget Amendment.pdf](#)

Dannecker moved, seconded by Looker, that the October 2016 Budget Amendment in the amount of \$3690 be approved. Voice Vote. Motion Carried. (10-0)

C. [16-1598](#) Appleton Public Library and Outagamie Waupaca Library System Resource Library Agreement

Attachments: [Resource Library Agreement 2017.pdf](#)

Bloedow moved, seconded by Dannecker, that the 2017 Appleton Public Library and Outagamie Waupaca Library System Resource Library Agreement be approved. Voice Vote. Motion Carried. (10-0)

D. [16-1599](#) Implementation of FICA Alternative Plan for seasonal and part time employees who work less than 1200 hours in a calendar year.

Attachments: [FICA one page summary.pdf](#)

Dannecker moved, seconded by Bergman, that the Implementation of FICA Alternative Plan for seasonal and part time employees who work less than 1200 hours in a calendar year be approved. Voice Vote. Motion Carried. (9-1, Brault Pagel)

E. [16-1600](#) 2017 Proposed APL Closed Dates

Attachments: [Closures 2017.pdf](#)

Dannecker moved, seconded by Exarhos, that the proposed 2017 APL Closed Dates be approved. Voice Vote. Motion Carried. (10-0)

6. Information Items**A. Director's Report****i. [16-1601](#) City of Appleton Strategic Plan update**

Attachments: [COA Strategic Plan Update.pdf](#)

ii. [16-1610](#) Update to Thompson Center planning process**iii. [16-1611](#) 2017 Executive Budget and upcoming Budget adoption process****iv. [16-1612](#) Recent and upcoming facility projects**

B. President's Report

- i. [16-1602](#) Committee Appointments 2016-2017

Attachments: [16-17 Board Committees10-2016.pdf](#)
- ii. [16-1603](#) City of Appleton Comprehensive Plan and Update to the Downtown Chapter

Attachments: [CommunityOpenHouse_Poster_October_2016.pdf](#)
- iii. [16-1604](#) Building Study update
- iv. [16-1605](#) Trustee Training - Chapter 1 The Trustee Job Description

C. Assistant Director's Report

- i. [16-1606](#) Hiring Process updates
- ii. [16-1607](#) Statistics - Summer Summary 2016 (June, July, August)

Attachments: [JUNE 2016.pdf](#)
[JULY 2016.pdf](#)
[AUGUST 2016.pdf](#)

D. Friends Report

- i. [16-1608](#) Friends Used Book Sale November 17 - November 19, 2016

E. Recent and Upcoming Programs

- i. [16-1609](#)
 - a. Marketing Campaign Launch
 - b. Fox Cities Book Festival moves to October in 2017
 - c. Kids Vote in Children's Services
 - d. FAN Pass Anniversary
 - e. Find Your Ancestor Series

7. Adjournment

Exarhos left the meeting at 5:50 pm.

Dannecker moved, seconded by Bergman that the meeting be adjourned.
Voice Vote. Motion Carried. (9-0)
The meeting was adjourned at 5:59 pm.