



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, November 14, 2017

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Pat Exarhos called the meeting to order at 4:32 pm.

2. Roll call of membership

Others Present: Amanda Abshire, Jessica Brittnacher, Beth Carpenter, Tina Krueger, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Bradley Shipps, Maureen Ward

Rebecca Kellener arrived at 4:38 pm

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

Excused: 1 - Dannecker

Others : 1 - Panella

Establish Order of the Day

President Exarhos moved agenda item 5. F. i. 17-1822 Approval of Library Director's 2017 End of Year Performance Evaluation to the end of the meeting agenda for discussion in Closed Session.

3. Approval of minutes from previous meeting

[17-1799](#)

October 17, 2017 Meeting Minutes

Attachments: [October 17 2017 Meeting Minutes.pdf](#)

Looker moved, seconded by Bergman, that the October 17, 2017 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Participation and Communications

[17-1818](#)

Bradley Shipps, Director of the Outagamie Waupaca Library System (OWLS)

5. Action Items

Looker moved, seconded by Peterson to approve Action Items 5. A. through 5. D. Voice Vote. Motion Carried. (8-0)

A. [17-1800](#)

Bill Register - October 2017

Attachments: [October Bill Register.pdf](#)
 [October Revenue and Expense Summary.pdf](#)
 [October Subledger Summary.pdf](#)

This Report Action Item was approved.

B. [17-1801](#)

November 2017 Budget Amendment

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

This Report Action Item was recommended for approval.

C. [17-1802](#)

2018 Library Board Meeting Schedule

Attachments: [APL Board Meeting Schedule 2018.pdf](#)

This Report Action Item was approved

D. [17-1805](#)

Approve Adopted 2018 City Budget for the Library

Attachments: [2018 Executive Budget](#)

This Report Action Item was approved

E. [17-1831](#)

The Appleton Public Library supports the proposed bills providing \$500,000 to Reach Out and Read Wisconsin with the understanding that we would like to be a part of the conversations on how these funds would support programs throughout the state.

Attachments: [2017 Assembly RORWI Bill-541 \(003\).pdf](#)
 [2017 Senate RORWI Bill-449.pdf](#)

Peterson moved, seconded by Scheuerman, that the Appleton Public Library supports the proposed bills providing \$500,000 to Reach Out and Read Wisconsin with the understanding that we would like to be a part of the conversations on how these funds would support programs throughout the state be approved. Voice Vote. Motion Carried. (8-0, 1- abstain, Brault)

F. [17-1803](#) Report of the Personnel & Policy Committee

Attachments: [Personnel and Policy Committee Meeting Minutes 11-06-2017.pdf](#)
[Salary Administration Policy 5D-H.pdf](#)
[Memo on Security Policy Updates 2017.pdf](#)
[Current Unattended Childrens Policy Approved 07 - eliminate.pdf](#)
[Security Policy November 2017 amended.pdf](#)
[Customer Service Policy November 2017 Markup amended.pdf](#)
[Reference and Readers Advisory November 2017 amended.pdf](#)

Kellner moved, seconded by Bloedow, that the Report of the Personnel and Policy Committee be approved. Voice Vote. Motion Carried. (9-0)

6. Information Items

A. Director's Report

- i. [17-1808](#) Request for Proposal (RFP) Mixed Use Library Project
- ii. [17-1806](#) Holly Day Breakfast - Friday, December 15, 2017
- iii. [17-1819](#) Safety and Security

B. President's Report

- i. [17-1821](#) Wisconsin Library Association Conference Report

C. Assistant Director's Report

- i. [17-1809](#) Library Hiring Process Updates

D. Friends Report

- i. [17-1810](#) Friends Used Book Sale - November 16 - 18, 2017
- ii. [17-1811](#) I Love My Library Dinner - Sunday, February 11, 2018 Riverview Gardens

E. Staff Updates

- i. [17-1812](#) NaNoWriMo at APL

- ii. [17-1813](#) Music @ the Library
- iii. [17-1814](#) World Kindness Day - Monday, November 13, 2017
- iv. [17-1815](#) 500 Books Before Middle School
- v. [17-1816](#) BEAR Bingo

Closed Session

Scheuerman and Panella left the meeting at 5:52 pm

Peterson moved, seconded by Bloedow 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. (9-0)
Roll Call was taken.

The meeting went into Closed Session at 5:52 pm.

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

The meeting resumed Open Session at 6:09pm.

- i. [17-1822](#) Approval of Library Director's 2017 End of Year Performance Evaluation
- Peterson moved, seconded by Bloedow, that the Library Director's 2017 End of Year Performance Evaluation be approved. Voice Vote. Motion Carried. (8-0)**

7. Adjournment

Peterson moved, seconded by Bloedow, that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)
The meeting was adjourned at 6:14 pm.