



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, November 20, 2018

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Patricia Exarhos called the meeting to order at 4:21 pm

2. Roll call of membership

Others Present: Amanda Abshire, Beth Carpenter, Ann Cooksey, Peter Gilbert, Derik Henken, Tina Krueger, Adriana McCleer, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Bradley Shipps, Cathy Thompson, Marcia Trentlage, Melanie Thurber, Maureen Ward, Nate Wolff

Present: 8 - Bergman, Looker, Kellner, Exarhos, Bloedow, Scheuerman, Mann and Alderperson Croatt

Excused: 2 - Peterson and Hartjes

Others : 1 - Panella

3. Approval of minutes from previous meeting

[18-1696](#)

October 16, 2018 Meeting Minutes

Attachments: [October 16 2018 Meeting Minutes.pdf](#)

Scheuerman moved, seconded by Mann, that the October 16, 2018 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Participation and Communication

[18-1697](#)

Melanie Thurber - New APL Community Engagement Librarian

[18-1698](#)

Outagamie Waupaca Library System (OWLS) Board Representatives

[18-1714](#)

FlipSide

[18-1715](#)

Pay it Forward

18-1707

Discussion with Outagamie Waupaca Library System (OWLS) Board of Trustees Representatives

1. Overview of system libraries and services provided by the Outagamie Waupaca Library System (OWLS)
2. OWLS/Winnefox
 - a. Philosophies and Services
 - b. ILS merger study
 - c. Collaborations
3. Current system service planning, pending future improvements and the Public Library System Redesign Project impact
4. Discussion of OWLS and Appleton Public Library Trustees and organizations can support each other
5. Discussion of the Appleton Public Library mixed use building project
 - a. Overview of project to date
 - b. OWLS involvement in planning
 - c. Discussion of possible next steps

Attachments: [BoardJobDescription1-18.pdf](#)
 [Board of Trustees.pdf](#)
 [OWLS Advocacy.pdf](#)
 [OWLS Infographic 2017 All.pdf](#)
 [OWLS_ServicesBrochure.pdf](#)
 [OWLSnet Map Poster.pdf](#)

Establish Order of the Day

President Exarhos moved Agenda items 18-1707, 18-714 and 18-1715 to Public Participation and Communication

President Exarhos called for a motion to move Action Items 18-1699, 18-1700, 18-1701, 18-1702 and 18-1703 to a Consent Agenda.

Begman moved, seconded by Bloedow that Action Items 18-1699, 18-1700, 18-1701, 18-1702 and 18-1703 be moved to a Consent Agenda. Voice Vote. Motion Carried. (8-0)

5. Action Items

Looker moved, seconded by Scheuerman, that Action Items 18-1699, 18-1700, 18-1701, 18-1702 and 18-1703 be approved. Voice Vote. Motion Carried. (8-0)

[18-1699](#)

October 2018 Bill Register

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

This Report Action Item was approved

[18-1700](#)

November 2018 Budget Amendment

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

This Report Action Item was approved

[18-1701](#)

Library Board of Trustees 2019 Meeting Dates

Attachments: [APL Board Meeting Schedule 2019.pdf](#)

This Report Action Item was approved

[18-1702](#)

Approval of Chuck Erickson to serve as Friends of Appleton Public Library representative on the Friends / F.P. Young Scholarsip Committee

This Report Action Item was approved

[18-1703](#)

City Policy - Bloodborne Pathogens

Attachments: [Bloodborne Pathogens Policy 2018 Strike Bold.pdf](#)

This Report Action Item was approved

[18-1704](#)

2019 Library Closed Dates

Attachments: [Closures 2019.pdf](#)

Mann moved, seconded by Croatt, that the 2019 Library Closed Dates be approved. Voice Vote. Motion Carried. (8-0)

[18-1705](#)

Approval of 2019 Library Operational Budget, Library Grants Special Revenue Fund for Reach Out and Read and Capital Improvement Project Funds - Downtown Development

Attachments: [2019 Library.pdf](#)
 [2019 Library Grants.pdf](#)
 [Downtown Development 2019 CIP.pdf](#)

Mann moved, seconded by Scheuerman, that the 2019 Library Operational Budget, Library Grants Special Revenue Fund for Reach Out and Read and Capital Improvement Project Funds - Downtown Development be approved. Voice Vote. Motion Carried. (8-0)

6. Information Items**A. Director's Report**

[18-1706](#) Mixed Use Library Proposal Project Update

[18-1708](#) Holiday Breakfast December 14, 2018 / 8 am - 9 am

B. President's Report

[18-1709](#) Trustee Training: Membership in the Library Systems and The Public Library System Board - The Broad Viewpoint

Attachments: [Trustee Essentials Membership in the Public Library System.pdf](#)
[Trustee Essentials Public Library System Board.pdf](#)

[18-1710](#) Upcoming Committee Meetings
Planning Committee
Personnel & Policy Committee
Scholarship Committee

C. Assistant Director's Report

[18-1711](#) APL Hiring Process Updates

E. Staff Updates

[18-1712](#) B.E.A.R. Bingo

[18-1713](#) Dec/Jan/Feb Children's Programming

[18-1716](#) 2019 Fox Cities Reads

7. Adjournment

**Mann moved, seconded by Kellner that the meeting be adjourned. Voice Vote.
Motion Carried. (8-0)
The meeting was adjourned at 5:52 pm**