



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, December 18, 2018

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Patricia Exarhos called the meeting to order at 4:31 pm

2. Roll call of membership

Others Present: Amanda Abshire, Beth Carpenter, Derik Henken, Tina Krueger, Adriana McCleer, Jessica Miller, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward

Present: 10 - Bergman, Looker, Peterson, Kellner, Exarhos, Bloedow, Scheuerman, Mann, Alderperson Croatt and Hartjes

Others : 1 - Panella

3. Approval of minutes from previous meeting

[18-1844](#)

Meeting Minutes 11-20-2018

Attachments: [November 20 2018 Meeting Minutes.pdf](#)

Croatt moved, seconded by Bloedow, that the November 20, 2018 Meeting Minutes be approved. Voice Vote. Motion Carried. (10-0)

Public Participation and Communication

Establish Order of the Day

President Exarhos moved Action Item 18-1847 to the end of the meeting for Closed Session.

President Exarhos called for a motion to move Action Items 18-1845, 18-1846, 18-1848 and 18-1857 to a Consent Agenda.

Scheuerman moved, seconded by Hartjes that Action Items 18-1845, 18-1846, 18-1848 and 18-1857 be moved to a Consent Agenda. Voice Vote. Motion Carried. (10-0)

4. Action Items

Bergman moved, seconded by Bloedow that Action Items 18-1845, 18-1846, 18-1848 and 18-1857 be approved. Voice Vote. Motion Carried. (10-0)

[18-1845](#)

Bill Register - November 2018

Attachments: [November Bill Register.pdf](#)

This Report Action Item was approved

[18-1846](#)

Report of the Personnel & Policy Committee

Attachments: [Personnel & Policy Committee Meeting Minutes 12-14-2018.pdf](#)
[Collection Development Policy Draft December 2018.pdf](#)
[Financial Policy Dec 2018 Draft.pdf](#)
[Meeting and Study Room Policy markup \(Draft Revised Dec 2018\).pdf](#)
[Piano Policy Draft Dec 2018.pdf](#)
[Privacy Policy Draft December 2018.pdf](#)
[Safety and Security Policy Draft Dec 2018.pdf](#)
[Bylaws \(Draft 12-2018 Amended\).pdf](#)

This Report Action Item was approved

[18-1848](#)

Report of the Scholarship Committee

Attachments: [Scholarship Committee Meeting Minutes 12-13-2018.pdf](#)

This Report Action Item was approved

[18-1857](#)

APL Half Day Closure February 27, 2019 - Staff Training

This Report Action Item was approved

5. Information Items

A. Director's Report

[18-1850](#)

Report of the Planning Committee

Attachments: [Planning Committee Meeting Minutes 11-28-2018.pdf](#)

B. President's Report

[18-1849](#)

Trustees Communication Preferences

[18-1851](#) Trustee Training on Accessible Buildings and Accessible Services

Attachments: [Trustee Essentials Building Accessibility.pdf](#)
[Trustee Essentials Accessible Services.pdf](#)
[Inclusive Services Assessment - Board TS Summary.pdf](#)

C. Assistant Director's Report

[18-1852](#) APL Hiring Process Updates

[18-1853](#) Fox Valley Technical College Student ID Library Card Collaboration

D. Friends Report

[18-1854](#) Friends Used Book Sales

[18-1855](#) I Love My Library Dinner - Sunday, February 10, 2019

E. Staff Updates

[18-1858](#) Cultural Programming

Closed Session

Peterson moved, seconded by Croatt that the meeting move into Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters. Roll Call. Motion carried by the following vote:

Aye: 10 - Bergman, Looker, Peterson, Kellner, Exarhos, Bloedow, Scheuerman, Mann, Croatt and Hartjes

The meeting went into Closed Session at 5:13 pm

Peterson moved, seconded by Bloedow that them meeting resume meeting in Open Session. Roll Call. Motion carried by the following vote:

Aye: 10 - Bergman, Looker, Peterson, Kellner, Exarhos, Bloedow, Scheuerman, Mann, Croatt and Hartjes

The meeting resumed Open Session at 5:28 pm

[18-1847](#) Library Director's 2018 End of Year Performance Evaluation

Scheuerman moved, seconded by Peterson, that the Library Director's 2018 End of Year Performance Evaluation be approved. Voice Vote. Motion Carried. (10-0)

7. Adjournment

Kellner moved, seconded by Mann that the meeting be adjourned. Voice Vote.
Motion Carried. (10-0)

The meeting was adjourned at 5:31 pm