



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

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Tuesday, November 19, 2019

4:30 PM

225 N. Oneida Street

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1. Call meeting to order

President Rebecca Kellner called the meeting to order at 4:30pm

2. Roll call of membership

**Others Present:** Amanda Abshire, Beth Carpenter, Ann Cooksey, Derik Henken, Tina Krueger, Adriana McCleer, Jessica Miller, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emely Villanueva, Maureen Ward

**Present:** 9 - Bergman, Peterson, Bloedow, Scheuerman, Alderperson Croatt, Hartjes, Mann, Kellner and Exarhos

**Excused:** 1 - Looker

**Others :** 1 - Panella

3. Approval of minutes from previous meeting

[19-1760](#)

October 15, 2019 Meeting Minutes

**Attachments:** [October 15 2019 Meeting Minutes.pdf](#)

Peterson moved, seconded by Bloedow, that the October 15, 2019 Meetings be approved. Voice Vote. Motion Carried. (9-0)

4. Public Participation and Communication

[19-1761](#)

Emely Villanueva APL Teen Librarian

Establish Order of the Day

President Kellner moved Action Item 19-1766 to the end of the Agenda to discuss in Closed Session.

## 5. Action Items

President Kellner called for a motion to move Action Items 19-1762 and 19-1765 to a Consent Agenda.

Peterson moved, seconded by Bloedow that Action Items 19-1762 and 19-1765 be moved to a Consent Agenda. Voice Vote. Motion Carried. (9-0)

Bergman moved, seconded by Scheuerman that Action items 19-1762 and 19-1765 be approved. Voice Vote. Motion Carried. (9-0)

### [19-1762](#)

Bill Register - October 2019

**Attachments:**     [October Bill Register.pdf](#)  
                              [October Expense Report.pdf](#)

This Report Action Item was approved.

### [19-1763](#)

2020 Library Board Meeting Schedule

**Attachments:**     [APL Board Meeting Schedule 2020 amended.pdf](#)

Scheuerman moved, seconded by Mann that the 2020 Library Board Meeting Schedule be approved.

Bloedow moved, seconded by Mann, that the 2020 Library Board Meeting Schedule be approved as amended. Voice Vote. Motion Carried. (9-0)

### [19-1765](#)

Report of the Personnel & Policy Committee

**Attachments:**     [Personnel and Policy Committee Meeting Minutes 11-4-2019.pdf](#)  
                              [Circulation Policy Draft 11-19.pdf](#)  
                              [Inclusive Services Assessment Trustee Pages October 2019.pdf](#)

This Report Action Item was approved.

## 6. Information Items

### A. Director's Report

#### [19-1767](#)

OWLSnet / Winnefox ILS Discussions

#### [19-1768](#)

OWLSnet ILS Recommendation

#### [19-1769](#)

House of Representatives Judiciary Committee Investigation into Competition in Digital Markets and Wisconsin Public Library Consortium / Overdrive Plan

[19-1770](#) Safety and Security Update

[19-1771](#) Social Worker in the Library Needs Assessment Update

**Attachments:** [APL presentation- 11-13-19.pdf](#)

[19-1772](#) Fines and Public Libraries

**Attachments:** [Current APL Policies on Fines and Fees.pdf](#)

[19-1773](#) APL Holiday Breakfast - Friday, December 20, 2019 8am - 9am

## **B. Assistant Director's Report**

[19-1774](#) APL Hiring Processes

[19-1775](#) APL 3rd Quarter Statistics (July, August, September)

**Attachments:** [JULY 2019.pdf](#)  
[AUGUST 2019.pdf](#)  
[SEPT 2019.pdf](#)

## **C. Friends Report**

[19-1776](#) Friends Used Book Sale - November 21 - 23, 2019

[19-1777](#) End of Year Special Challenge Gift

[19-1778](#) Save the Date - I Love My Library February 9, 2019

## **D. Staff Updates**

[19-1779](#) Children's Program Updates

## 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 and then resume meeting in Open Session. Voice Vote. Motion Carried. (9-0)

Roll Call was taken.

The meeting went into Closed Session at 5:37pm

Peterson moved, seconded by Scheuerman that the meeting resume Open Session. Voice Vote. Motion Carried. (9-0)

Roll Call was taken.

The meeting resumed Open Session at 5:48pm

### [19-1766](#)

Library Director's 2019 End of Year Performance Review

Mann moved, seconded by Peterson, that the Library Director's 2019 End of Year Performance Review be approved. Voice Vote. Motion Carried. (9-0)

## 7. Adjournment