



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, July 14, 2020

4:30 PM

City Hall, Common Council Chambers

1. Call meeting to order

The meeting started late due to technical issues.

President Rebecca Kellner called the meeting to order at 4:47pm

2. Roll call of membership

Others Present: Amanda Abshire, Owen Anderson, Ann Cooksey, Derik Henken, Zephyr Kendzierski, Adriana McCleer, Dan McGinnis, Jessica Miller, Michael Nitz, Colleen Rortvedt, Tasha Saecker, Maureen Ward

Present: 8 - Bergman, Peterson, Looker, Kellner, Exarhos, Siebers, Scheuerman and Mann

Excused: 1 - Hartjes

Others : 1 - Panella

3. Approval of minutes from previous meeting

[20-0873](#)

June 16, 2020 Meeting Minutes

Attachments: [June 16 2020 Meeting Minutes.pdf](#)

Siebers moved, seconded by Bergman, that the June 16, 2020 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

4. **Public Participation and Communication**

[20-0874](#)

New Public Services Supervisor and Assistant Supervisor

[20-0875](#)

Library Assistant Kathleen Westbrook

Establish Order of the Day

5. Action Items

President Kellner called for a motion to move Action Items 20-0876, 20-0877, 20-0878, 20-0879, 20-0880 and 20-0881 to a Consent Agenda

Siebers moved, seconded by Mann that Action Items 20-0876, 20-0877, 20-0878, 20-0879, 20-0880 and 20-0881 be moved to a Consent Agenda. Voice Vote. Motion Carried. (8-0)

Looker moved, seconded by Bergman that Consent Agenda Action Items 20-0876, 20-0877, 20-0878, 20-0879, 20-0880 and 20-0881 be approved. Voice Vote. Motion Carried. (8-0)

[20-0876](#)

Bill Register - June 2020

Attachments: [June Bill Register.pdf](#)
 [June Expense Report.pdf](#)
 [Friends Q2 Budget Report.pdf](#)

This Report Action Item was approved

[20-0877](#)

July 2020 Budget Amendment

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

This Report Action Item was approved

[20-0878](#)

Approve Submission of the IMLS Cares Grant to Expand Job Connection Services

Attachments: [IMLS Grant Abstract.pdf](#)
 [IMLS Grant - Budgetjustification.pdf](#)
 [IMLS Grant - Scheduleofcompletion.pdf](#)

This Report Action Item was approved

[20-0879](#)

City Policy Updates: ADA Policy, Drug Free Workplace CDL 1, Drug Free Workplace with CDL Valley Transit

Attachments: [ADA strike and bold.pdf](#)
 [Drug Free Workplace with CDL1 2020 Strike and Bold.pdf](#)
 [Drug Free Workplace with CDL Valley Transit 2020 Strike and Bold.pdf](#)

This Report Action Item was approved

[20-0880](#) Exception to the Fringe Benefit Policy

Attachments: [Exception to the Fringe Benefit Policy.pdf](#)

This Report Action Item was approved

[20-0881](#) Approve Closure Date of Saturday, August 15, 2020 for System Migration to New Integrated Library System

This Report Action Item was approved

[20-0882](#) Report of the Finance Committee

Attachments: [Finance Committee Meeting Minutes 7-13-2020.pdf](#)

[2021 Budget for Library Board.pdf](#)

[2021 Budget Utilities and Revenue.pdf](#)

[2021 Library.pdf](#)

[2021 Library Grants.pdf](#)

[2021 Library Self Check CIP.pdf](#)

[2021 HVAC Systems CIP.pdf](#)

[2021 Interior Finishes and Furniture CIP - DG.pdf](#)

[2021 Lighting Upgrades CIP.pdf](#)

[2021 Roof Replacement CIP.pdf](#)

Siebers moved, seconded by Mann, that the Report of the Library Board Finance Committee be approved. Voice Vote. Motion Carried. (8-0)

6. Information Items

A. Director's Report

[20-0883](#) Re-appointments of Trustees Mann and Scheuerman

[20-0884](#) Recognition and Graduation of Teen Trustee Panella

[20-0885](#) Recognition of Departing Trustee Will Bloedow

[20-0886](#) Process for New Appointments

[20-0887](#) Upcoming Committee Meetings

B. Assistant Director's Report

[20-0888](#) Re-opening Update

[20-0889](#) APL Hiring Processes

D. Staff Updates

[20-0890](#) Children's Services Programs and Project Updates

[20-0891](#) Book Matchmaker Service

7. Adjournment

Siebers moved, seconded by Bergman that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)

The meeting was adjourned at 5:58pm