



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 16, 2021

4:30 PM

City Hall, 6th Floor A/B

1. Call meeting to order

President Rebecca Kellner called the meeting to order at 4:31pm

2. Roll call of membership

Chuck Erikson is not a Library Board Trustee, was not present and did not vote on any Action Items at the meeting.

Others Present: Owen Anderson, Nicole Casner, Ann Cooksey, Dean Gazza, Tina Kreuger, Alderperson Joe Martin, Adriana McCleer, Jessica Miller, Colleen Rortvedt, Tasha Saecker, Nick Vande Castle, Maureen Ward, Mayor Jake Woodford

Present: 10 - Bergman, Peterson, Hartjes, Looker, Kellner, Exarhos, Siebers, Scheuerman, Mann and Nett

Absent: 1 - Sivasamy

3. Approval of minutes from previous meeting

[21-0291](#)

February 23, 2021 Meeting Minutes

Attachments: [Febraury 23, 2021 Meeting Minutes.pdf](#)

Scheuerman moved, seconded by Bergman, that the February 23, 2021 Meeting Minutes be approved.

Looker moved, seconded by Hartjes, that the February 23, 2021 Meeting Minutes be approved as amended, Voice Vote. Motion Carried. (10-0)

4. Public Participation & Communication

[21-0295](#)

Introduction of New Trustees - Lisa Nett and Umika Sivasamy

Establish Order of the Day

5. Action Items

[21-0292](#)

Bill Register - February 2021

Attachments: [February Bill Register.pdf](#)
 [February Budget Report.pdf](#)

Peterson moved, seconded by Looker, that the February 2021 Bill Register be approved. Voice Vote. Motion Carried. (10-0)

Aye: 11 - Bergman, Peterson, Hartjes, Looker, Kellner, Exarhos, Siebers,
 Scheuerman, Mann, Erickson and Nett

Absent: 1 - Sivasamy

[21-0293](#)

Request to endorse the City of Appleton Common Council Finance Committee's approval to award a design and engineering services contract for the Appleton Public Library to Skidmore, Owings & Merrill in the amount of \$2,721,389 with a 5% contingency of \$136,070 for a project total not to exceed \$2,857,459

Attachments: [2021 Library Architect and Engineers.pdf](#)
 [SOM Letter to Appleton Community 3-8-2021.pdf](#)

Scheuerman moved, seconded by Hartjes, that the Request to endorse the City of Appleton Common Council Finance Committee's approval to award a design and engineering services contract for the Appleton Public Library to Skidmore, Owings & Merrill in the amount of \$2,721,389 with a 5% contingency of \$136,070 for a project total not to exceed \$2,857,459 be approved. Voice Vote. Motion Carried. (10-0)

Aye: 11 - Bergman, Peterson, Hartjes, Looker, Kellner, Exarhos, Siebers,
 Scheuerman, Mann, Erickson and Nett

Absent: 1 - Sivasamy

6. Information Items

A. Administrative Report

[21-0294](#)

Continuity of Operations and Library Service Update

[21-0296](#)

APL Hiring Processes

[21-0297](#)

2020 End of Year Statistics

Attachments: [OCT 2020.pdf](#)
 [NOV 2020.pdf](#)
 [DEC 2020.pdf](#)
 [2020BytheNumbersCirculationInfographic.pdf](#)
 [2020BytheNumbersAdultServicesInfographic.pdf](#)
 [2020BytheNumbersYouthServices.pdf](#)
 [2020BytheNumbersProgrammingInfographic.pdf](#)
 [2020BytheNumbersTechnologyInfographic.pdf](#)

[21-0298](#)

End of Year 2020 Collaborative Efforts List

Attachments: [2020 Year End Collaborative Cooperative Agreements Library Final.pdf](#)

B. President's Report[21-0299](#)

Servant Leadership and the Library Trustees

Attachments: [Trustees-and-Directors-Part-1.pdf](#)
 [Using-Your-Passions-as-a-Library-Trustee-handout.pdf](#)

C. Staff Updates[21-0301](#)

Children's Services Programming Updates

Attachments: [Childrens Services Update March 2021.pdf](#)

[21-0303](#)

Community Partnerships Update

Attachments: [2021-03 Board Report - CP.pdf](#)

7. Adjournment

Bergman moved, seconded by Mann, that the Library Board Meeting be adjourned. Voice Vote. Motion Carried. (10-0)

The meeting was adjourned at 5:39pm

Aye: 11 - Bergman, Peterson, Hartjes, Looker, Kellner, Exarhos, Siebers, Scheuerman, Mann, Erickson and Nett

Absent: 1 - Sivasamy