



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes Library Board

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Tuesday, May 14, 2024

1:00 PM

Council Chambers, 6th Floor

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### 1. Call meeting to order

### 2. Pledge of Allegiance

### 3. Roll call of membership

**Others Present:** Owen Anderson, Nicole Casner, Ann Cooksey, Darrin Gladd, Tina Krueger, Adriana McCleer, Dan McGinnis, Alex Niemi, Bethany Neuman, Colleen Rortvedt, Missy Sawicki, Maureen Ward

**Present:** 9 - Looker, Kellner, Scheuerman, Mann, Nett, Van Zeeland, Keller, Bunnow and Lee

**Excused:** 2 - Sivasamy and Brozek

### 4. Approval of minutes from previous meeting

[24-0593](#)

April 16, 2024 Meeting Minutes

**Attachments:** [4-16-2024 Library Board Meeting Minutes.pdf](#)

**Van Zeeland moved, seconded by Scheuerman, that the April 16, 2024 Meeting Minutes be approved. Roll Call. Motion carried by the following vote:**

**Aye:** 9 - Looker, Kellner, Scheuerman, Mann, Nett, Van Zeeland, Keller, Bunnow and Lee

**Absent:** 2 - Sivasamy and Brozek

### 5. Public Participation and Communications

#### Establish Order of the Day

President Mann called for a motion to place Action Items 24-0594, 24-0595, 24-0596 and 24-0606 on a Consent Agenda.

Kellner moved, seconded by Keller to place Action Items 24-0594, 24-0595, 24-0596 and 24-0606 on a Consent Agenda. Voice Vote. Motion Carried. (9-0)

### 6. Action Items

Scheuerman moved, seconded by Van Zeeland that the Consent Agenda be approved. Voice Vote. Motion Carried. (9-0)

[24-0594](#)

Bill Register - April 2024

**Attachments:** [April 24 Bill Register.pdf](#)  
[APL Financial Cash Flow-April 2024.pdf](#)

This Report Action Item was approved

[24-0595](#)

E-rate Expense Memo May 2024

**Attachments:** [E-rate Expense Memo May 2024.pdf](#)

This Report Action Item was approved

[24-0596](#)

Appointment of Library Board Nominating Committee

**Attachments:** [President Mann Nominating Committee Memo.pdf](#)

This Report Action Item was approved

[24-0606](#)

Updated COA Vehicle Usage Policy

**Attachments:** [Vehicle Usage Policy Edits 2.16.24.pdf](#)

This Report Action Item was approved

## 7. Information Items

### A. Administrative Report

[24-0597](#)

Building Project Update

**Attachments:** [April 2024 Building Project Update.pdf](#)

[24-0598](#)

APL Hiring Process Update

[24-0599](#)

1st Quarter 2024 Statistics (Jan, Feb, Mar)

**Attachments:** [JAN 2024.pdf](#)  
[FEB 2024.pdf](#)  
[MAR 2024.pdf](#)

[24-0600](#)

1st Quarter Friends Grants Funded Program Summaries

**Attachments:** [1st Quarter 2024 Friends Grant Funded Program Summaries FINAL.pdf](#)

**B. President's Report**

[24-0601](#)

Trustee Development: An Exploratory Social Justice Framework to Develop Public Library Services with Underserved Families

**Attachments:** [Trustee Training\\_1\\_An Exploratory Social Justice Framework to Develop Public Library Services with Underserved Families.pdf](#)  
[Trustee Training\\_2\\_May 2024 Trustee Development Topic Instructions.pdf](#)

**C. Staff Updates**

[24-0602](#)

Children's Program Updates

**Attachments:** [Community Mural.pdf](#)

[24-0603](#)

Community Partnerships Updates

**8. Adjournment**

**Kellner moved, seconded by Bunnow that the Meeting be Adjourned. Voice Vote. Motion Carried. (9-0)**

**The Meeting was Adjourned at 1:37pm**