



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

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Tuesday, April 15, 2014

4:30 pm

Library Lower Level Meeting Room C

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1. Call meeting to order

President Peterson called the meeting to order at 4:35 pm

2. Roll call of membership

**Others Present:** Tina Babler, Walter Burkhalter, Luke Diedrich, Asst. City Attorney Stacy Doucette, Director Dean Gazza, Emily Gilbert, Peter Gilbert, Sarah Gilbert, Mayor Tim Hanna, Director Karen Harkness, Colleen Holz, Alderperson Jeff Jirschele, Barbara Kelly, Alderperson Curt Konetzke, Brian Kopetsky, Alderperson Kyle Lobner, Alderperson Joe Martin, Tanya Misselt, Michael Nitz, Jan Quinlan, Teresa Rieckmann, Bill Robison, Director Colleen Rortvedt, Tasha Saecker, Charisse Sylvester, Maureen Ward, Debbie White, Alderperson Christine Williams, Paula Wright

**Present:** 9 - Willis Bloedow, Elizabeth Truesdale-Witek, Terry Bergman, John Peterson, Don Hietpas, Alderperson Kathleen Plank, Sarah Long-Radloff, Brian Looker and Terry Bergen

**Others :** 1 - MaryKate Schneider

3. Approval of minutes from previous meeting

[14-634](#)

March 18, 2014 Meeting Minutes

**Bloedow moved, seconded by Truesdale-Witek, that the March 18, 2014 meeting minutes be approved. Voice Vote. Motion Carried. (9-0)**

#### 4. Appearances / Public Participation and Communications

Walter Burkhalter - Final site for future Appleton Public Library facility  
Geraldine S. Jay - Final site for future Appleton Public Library facility  
Sherry Tysver - Final site for future Appleton Public Library facility  
Beverly Underwood - Final site for future Appleton Public Library facility  
Deb Dedman - Final site for future Appleton Public Library facility  
Christopher Washburn - Final site for future Appleton Public Library facility  
Nanette Geurts - Final site for future Appleton Public Library facility  
Miriam Douglass - Final site for future Appleton Public Library facility  
Linda Barth - Final site for future Appleton Public Library facility  
Constance Morgenstern - Final site for future Appleton Public Library facility  
David Brunette - Final site for future Appleton Public Library facility  
Anne Siegrist - Final site for future Appleton Public Library facility  
Ronna Swift - Final site for future Appleton Public Library facility  
Lee Vogel - Final site for future Appleton Public Library facility  
Barb Weshhofen - Final site for future Appleton Public Library facility  
Laura Leimer - Final site for future Appleton Public Library facility  
Janice Quinlan - Final site for future Appleton Public Library facility  
John Keller - Final site for future Appleton Public Library facility  
Matthew Payne - Final site for future Appleton Public Library facility  
Peggy Hoppe - Final site for future Appleton Public Library facility  
Matthew Hendrickson - Final site for future Appleton Public Library facility

[14-635](#)

Volunteers of the Year - Peter & Sarah Gilbert

#### 5. Establish Order of the Day

Terry Bergman moved, seconded by Don Hietpas to change the order of the agenda moving Action Item 6. b. to Action Item 6. a. Voice Vote. Motion Carried. (9-0)

#### 6 Action Items

a. [14-637](#)

Recommendation for final site for the future of Appleton Public Library facility to be site 3C (existing Trinity Lutheran/Fox Banquets & Rivertyme Catering)

Bloedow moved, seconded by Hietpas, that the recommendation for final site for the future of Appleton Public Library facility to be site 3C (existing Trinity Lutheran/Fox Banquets & Rivertyme Catering) be approved. Voice Vote. Motion Carried. (9-0)

Aldersperson Kathy Plank left the meeting at 6:40 pm.

The Board took a 15 minute break at 6:45 pm and resumed meeting in the Library Administration Office Board Room at 7:00 pm.

- b. [14-636](#) March 2014 Bill Register
- Bergen moved, seconded by Bergman, that the March 2014 Bill Register be approved. Voice Vote. Motion Carried. (8-0)**
- c. [14-638](#) Application for State of Wisconsin Read to Lead Development Fund for Reach Out and Read for a one year .5 FTE library/hospital liaison (\$23,000) to work in conjunction with local libraries and clinics to expand Reach Out and Read as well as create and maintain a referral system as well as purchase developmentally appropriate books to support the program at local clinics who join the partnership (\$27,000).
- Bergen moved, seconded by Hietpas, that the Application for State of Wisconsin Read to Lead Development Fund for Reach Out and Read for a one year .5 FTE library/hospital liaison (\$23,000) to work in conjunction with local libraries and clinics to expand Reach Out and Read as well as create and maintain a referral system as well as purchase developmentally appropriate books to support the program at local clinics who join the partnership (\$27,000) be approved. Voice Vote. Motion Carried. (8-0)**
- d. [14-639](#) Budget Amendment Request
- Long-Radloff moved, seconded by Looker, that the Budget Amendment Request in the amount of \$10,135.06 be approved. Voice Vote. Motion Carried. (8-0)**

## 7. Information Items

### a. Director's Report

- i. [14-640](#) Contract with Martenson and Eisele, Inc. for design services to "Replace Aged Boilers" at the Appleton Public Library for \$7,425.
- ii. [14-641](#) National Library Week
- iii. [14-650](#) APL Staff Recognition - Friday, April 18, 2014 at 8:00 am.

### b. Assistant Director's Report

- i. [14-642](#) Hiring Processes

### c. Friends Report

- i. [14-643](#) Friendship Month

- ii. [14-646](#) Friends Annual Meeting - Thursday, May 22, 2014

**8. Other Business**

- a. [14-644](#) Recent and upcoming programs

- i. [14-645](#) Fox Cities Reads / Fox Cities Book Festival

**9. Adjournment**

Long-Radloff moved, seconded by Bergen, that the meeting be adjourned.  
Voice Vote. Motion Carried. (8-0) The meeting adjourned at 7:08 pm