



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, May 19, 2015

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President John Peterson called the meeting to order at 4:30 pm.

2. Roll call of membership

Others Present: Travis Bartels, Luke Diedrich, Colleen Holz, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Meredith Schoenfeld, Emily Truman, Yee Lee Vue, Maureen Ward. Paula Wright

Terry Bergen arrived at 4:47 pm.

Present: 8 - Truesdale-Witek, Bergman, Peterson, Hietpas, Looker, Bloedow, Siebers and Bergen

Excused: 1 - Scheuerman

Others : 1 - Schneider

3. Approval of minutes from previous meeting

Bloedow moved, seconded by Hietpas that the March 17, 2015 meeting minutes be approved. Voice Vote. Motion Carried. (7-0)

[15-807](#)

Library Board Meeting Minutes 3-17-2015

Attachments: [March 17 2015 Meeting Minutes - Report.pdf](#)

4. **Public Participation & Communication**

New Council Representative appointed to Library Board

APL Volunteer of the Year - Meredith Schoenfeld

5. **Action Items**

- A. [15-808](#) Bill Register March 2015
- Attachments:** [2015 MAR bill register.pdf](#)
[2015 MAR revenue and expense.pdf](#)
[2015 MAR section totals.pdf](#)
- Bergman moved, seconded by Siebers, that the March 2015 Bill Register be approved. Voice Vote. Motion Carried. (7-0)
- B. [15-809](#) Bill Register - April 2015
- Attachments:** [2015 APR bill register.pdf](#)
[2015 APR expense and revenue.pdf](#)
- Siebers moved, seconded by Looker, that the April 2015 Bill Register be approved. Voice Vote. Motion Carried. (7-0)
- C. [15-810](#) Amended 2015 Resource Library Agreement
- Attachments:** [Resource Library Agreement 2015 amended April 2015 Markup.pdf](#)
- Bloedow moved, seconded by Hietpas, that the Amended 2015 Resource Library Agreement be approved. Voice Vote. Motion Carried. (7-0)
- D. [15-811](#) Budget Amendment
- Attachments:** [2015 MAY budget amendment.pdf](#)
- Bergman moved, seconded by Siebers, that the Budget Amendment in the total amount of \$29,604 be approved. Voice Vote. Motion Carried. (7-0)
- E. [15-812](#) Updated Media Lab Policy
- Attachments:** [Media Lab Use Policy updated 5-2015.pdf](#)
- Hietpas moved, seconded by Bergman, that the Revised Media Lab Policy be approved. Voice Vote. Motion Carried. (7-0)
- F. [15-813](#) Recommend award of the Library Entrance Doors contract to LaForce Hardware for \$43,700 with an additional \$4,890 for contingencies, for a contract not to exceed \$48,590.
- Attachments:** [2015 Library Entrance Doors.pdf](#)
- Siebers moved, seconded by Bloedow, that the award of the Library Entrance Doors contract to LaForce Hardware for \$47,300 with an additional \$4,890 for contingencies, for a contract not to exceed \$48,590 be approved. Voice Vote. Motion Carried. (7-0)

6. Information Items

A. Director's Report

- i. [15-814](#) 2015 APL Public Survey

Attachments: [Combined survey results 2000-2015.pdf](#)
- ii. [15-815](#) Library roof project update
- iii. [15-835](#) Movable partition wall update
- iv. [15-816](#) Library building process update
- v. [15-817](#) Library video
- vi. [15-818](#) USDA Summer Food Service Program

Attachments: [SFSP-Fact-Sheet.pdf](#)
- vii. [15-823](#) 2016 Budget preparations

B. OWLS Updates

- i. [15-819](#) Outagamie Waupaca Library System Planning Process
- ii. [15-820](#) Outagamie Waupaca Library System Statement of Support of the Appleton Public Library
- iii. [15-821](#) Coland Strategic Vision for Library Systems in the 21st. Century
- iv. [15-822](#) Planning for a permanent OWLS Director

C. Assistant Director's Report

- i. [15-824](#) Library hiring processes
- II. [15-825](#) Statistics

Attachments: [Feb 2015.pdf](#)
[March 2015.pdf](#)

D. Friends Report

- i. [15-826](#) Friendship Month
- ii. [15-827](#) Friends Used Book Sale
- iii. [15-828](#) Friends Annual Meeting

7. Recent & Upcoming Programs

- i. [15-829](#) Fox Cities Reads and Book Festival wrap up
- ii. [15-831](#) Summer Reading Program
- iii. [15-830](#) Hmong Culture Celebration
- iv. [15-842](#) Fox Valley Literacy Council Spelling Bee

8. Adjournment

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

The meeting was adjourned at 6:09 pm.