



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, August 18, 2015

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President John Peterson called the meeting to order at 4:32 pm.

2. Roll call of membership

Others Present: Tina Babler, Travis Bartels, Kathy Beck, Jeremiah Christman, Luke Diedrich, Elizabeth Ducharme, Linda Muench, Michael Nitz, Anne Paterson, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward, Paula Wright

Truesdale-Witek arrived at 4:37 pm

Present: 9 - Truesdale-Witek, Bergman, Peterson, Hietpas, Looker, Scheuerman, Bloedow, Siebers and Bergen

Excused: 1 - Schneider

3. Approval of minutes from previous meeting

[15-1270](#)

July 21, 2015 Meeting Minutes

Attachments: [July 21 2015 Meeting Minutes.pdf](#)

Bloedow moved, seconded by Looker, that the July 21, 2015 meeting minutes be approved. Voice Vote. Motion Carried. (8-0)

4. Public Participation and Communication

[15-1348](#)

Recognition of Linda Muench upon her 50 years of service to the Appleton Public Library

5. Establish Order of the Day

President Peterson moved Action Item 6. D. Report of the Personnel Committee to the end of the meeting agenda for Closed Session.

6. Action Items

A. [15-1271](#) Bill Register - July 2015

Attachments: [2015 July bill register.pdf](#)
[2015 July revenue and expense.pdf](#)

Bergen moved, seconded by Truesdale-Witek, that the July 2015 Bill Register be approved. Voice Vote. Motion Carried. (9-0)

B. [15-1273](#) 2016 APL Budget

Attachments: [FINAL 2016 Budget Detail.pdf](#)
[Final 2016 Library Budget Pages.pdf](#)
[Budget Comparison.pdf](#)

Bergen moved, seconded by Bergman, that the 2016 Library Budget be approved. Voice Vote. Motion Carried. (9-0)

C. [15-1276](#) City policies - FMLA Policy, Fair Labor Standards Act, Media Relations Policy

Attachments: [Family Medical Leave Act-FMLA.pdf](#)
[Fair Labor Standards Act.pdf](#)
[Media Relations.pdf](#)

Scheuerman moved, seconded by Bloedow, that the City FMLA Policy, Fair Labor Standards Act and Media Relations Policy be approved. Voice Vote. Motion Carried. (9-0)

7. Information Items

A. President's Report

i. [15-1275](#) Library building process update

B. Director's Report

i. [15-1277](#) Library front entrance

C. Assistant Director's Report

i. [15-1279](#) APL staffing updates

8. Other Business

- A. [15-1281](#) Recent and upcoming programs
- i. Trustee Week webinars
 - ii. Upcoming committee meetings

Closed Session

Looker moved, seconded by Bergman that the Board meet in closed session pursuant to Wisconsin statute 19.85(f)(c) to discuss personnel matters and resume meeting in open session. Voice Vote. Motion Carried. (9-0) Roll call was taken.

The Board went into closed session at 5:12 pm.

Bloedow moved, seconded by Truesdale - Witek that the Board resume meeting in open session pursuant to Wisconsin statute 19.85(f)(c). Voice Vote. Motion Carried. (9-0) Roll call was taken.

The Board resumed meeting in open session at 5:23 pm.

- A. [15-1272](#) Report of the Personnel Committee

Attachments: [Personnel Committee Meeting Minutes 07-27-2015.pdf](#)

Bloedow moved, seconded by Scheuerman, that the Library Director's mid-year performance review be approved. Voice Vote. Motion Carried. (9-0)

9. Adjournment

Scheuerman moved, seconded by Bergman, that the meeting be adjourned. Voice Vote. Motion Carried. (9-0)

The meeting adjourned at 5:25 pm.