



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, July 19, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Scheuerman called the meeting to order at 4:30 pm

2. Roll call of membership

Others Present: Travis Bartels, Jessica Brittnacher, Tina Krueger, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward

Present: 6 - Bergman, Hietpas, Scheuerman, Bloedow, Brault Pagel and Looker

Excused: 3 - Schneider, Peterson and Dannecker

3. Approval of minutes from previous meeting

[16-1119](#)

June 14, 2016 Meeting Minutes

Attachments: [June 14 2016 Meeting Minutes.pdf](#)

Hietpas moved, seconded by Bergman, that the June 14, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (6-0)

4. Public Appearances and Communications

5. Establish Order of the Day

6. Action Items

A. [16-1120](#)

Bill Register - June 2016

Attachments: [June Bill Register.pdf](#)
[June Revenues.pdf](#)
[June Expenses.pdf](#)

Looker moved, seconded by Bergman, that the June 2016 Bill Register be approved. Voice Vote. Motion Carried. (6-0)

B. [16-1122](#) Report of the Finance Committee

Attachments: [July 12 2016 Finance Committee Meeting Minutes.pdf](#)

Looker moved, seconded by Bloedow, that the Report of the Finance Committee including the July 12, 2016 Meeting Minutes, proposed 2017 Budget, 2017 Budget Narrative, 2017 Hispanic Outreach Specialist Addition and 2017 Budget CIPs be approved. Voice Vote. Motion Carried. (6-0)

i. [16-1134](#) 2017 Library Budget

Attachments: [2017 Budget FINAL.pdf](#)
[2017 Library Budget Narrative.pdf](#)

ii. [16-1135](#) 2017 Library Budget Addition

Attachments: [2017 Hispanic Outreach Specialist Addition.pdf](#)

iii. [16-1136](#) 2017 Library Budget CIPs

Attachments: [2017 Building Envelope CIP.pdf](#)
[2017 HVAC Systems CIP.pdf](#)
[2017 Interior Finishes and Furniture CIP.pdf](#)
[2017 Lighting Upgrades CIP.pdf](#)
[2017 Roof Replacement CIP.pdf](#)
[2017 Safety & Security CIP.pdf](#)

7. Information Items**A. Director's Report****i. [16-1123](#) Impact of upcoming changes to FLSA minimum wage and overtime standards**

Attachments: [FLSA Impact June 2016.pdf](#)
[FLSA FINAL RULE.pdf](#)

ii. [16-1124](#) Mobility Study update

Attachments: [Downtown Appleton Mobility Study.pdf](#)

iii. [16-1125](#) Board updates

B. President's Report

- i. [16-1126](#) Downtown Comprehensive Plan update
- ii. [16-1127](#) Building Study update
- iii. [16-1128](#) Trustee trainings

C. Assistant Director's Report

- i. [16-1129](#) Hiring Process updates
- ii. [16-1130](#) Public Library System Redesign Project
- iii. [16-1131](#) Statistics - March 2016, April 2016, May 2016

Attachments: [MARCH 2016.pdf](#)
 [APRIL 2016.pdf](#)
 [MAY 2016.pdf](#)

D. Recent and upcoming programs

- i. [16-1132](#)
 - Dr. Who program
 - Reach Out and Read Book Fair
 - Children's Parade
 - Elephant and Piggie
 - Infosoup at Pride Fest
 - Summer Outdoor Films Collaboration

E. Friends Report

- i. [16-1133](#) Strategic Plan update

8. Adjournment

Bloedow moved, seconded by Hietpas that the meeting be adjourned. Voice Vote. Motion Carried. (6-0)
The meeting adjourned at 6:13 pm