



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, April 19, 2016

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Nancy Scheuerman called the meeting to order at 4:31 pm.

2. Roll call of membership

Others Present: Travis Bartels, Terry Bergen, Colleen Holz, Tina Krueger, Terri Larkin, Paul Maas, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Diana Sandberg, Pat Stangfield, Emily Truman, Maureen Ward, Kathleen Westbrook, Paula Wright

Present: 7 - Bergman, Hietpas, Looker, Scheuerman, Siebers, Brault Pagel and Peterson

Excused: 1 - Bloedow

Others : 1 - Schneider

3. Approval of minutes from previous meeting

[16-494](#) March 15, 2016 Meeting Minutes

Attachments: [March 15 2016 Meeting Minutes.pdf](#)

Siebers moved, seconded by Looker, that the March 15, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (7-0)

4. Public Participation and Communications

[16-491](#) Volunteers of the Year

[16-492](#) Kudos and Kares Recognition

[16-493](#) Council Appointment April 2016 - April 2017

5. Establish Order of the Day

6. Action Items

A. [16-495](#) March 2016 Bill Register

Attachments: [2016 March bill register.pdf](#)
 [2016 March revenue and expense.pdf](#)
 [March 2016 Revenue new report.pdf](#)

Looker moved, seconded by Peterson, that the March 2016 Bill Register be approved. Voice Vote. Motion Carried. (7-0)

B. [16-496](#) Budget Amendment of United Way Fox Cities Innovation Grant Funds of \$90,150.04 for Reach Out and Read Fox Cities

Attachments: [2016 APRIL carryover-expenditures-requests.pdf](#)

Siebers moved, seconded by Bergman, that the Budget Amendment of United Way Fox Cities Innovation Grant Funds in the amount of \$90,150.04 for Reach Out and Read Fox Cities be approved. Voice Vote. Motion Carried. (7-0)

C. [16-497](#) City Policy: Employee Assistance Program Policy (EAP)

Attachments: [EMPLOYEE ASSISTANCE PROGRAM Strike and Bold February 2016.pdf](#)

Siebers moved, seconded by Bergman, that the City Employee Assistance Program Policy (EAP) be approved. Voice Vote. Motion Carried. (7-0)

D. [16-583](#) Teen Summer Library Program Prize - \$1.00 off fines

Attachments: [FinesCouponMemo.pdf](#)

Bergman moved, seconded by Siebers, that the Teen Summer Library Program Prize - \$1 off fines be approved. Voice Vote. Motion Carried. (7-0)

7. Information Items

A. President's Report

i. [16-498](#) Downtown Comprehensive Plan update

ii. [16-586](#) Library building process update

Attachments: [CommunityColumnApril2016.pdf](#)
 [April Board memo building process updates.pdf](#)

B. Director's Report

i. [16-499](#) National Library Week April 10 - 16, 2016

- ii. [16-500](#) Friends Grant Transition update

Attachments: [Friends grant funds transition memo April Update.pdf](#)

- iii. [16-501](#) 2015 End of Year Collaborations List

Attachments: [2015 YEAR END Collaborative and Cooperative Efforts FINAL.pdf](#)
[2015 YEAR END Collaborative and Cooperative Efforts Calculation Table.pdf](#)

- iv. [16-502](#) FICA Alternative Plan for part time non-benefitted staff information presented to the board in May

- v. [16-522](#) Downtown Mobility Study update

C. Assistant Director's Report

- i. [16-503](#) Statistics - January 2016 and February 2016

Attachments: [JAN 2016.pdf](#)
[FEB 2016.pdf](#)

- ii. [16-504](#) Hiring Process updates

D. Recent and upcoming programs

- i. [16-505](#) Fox Cities Book Festival and Fox Cities Reads

- ii. [16-506](#) 1,000 Books Before Kindergarten mural

E. Friends Report

- i. [16-507](#) Friends Used Book Sale April 29 - 30, 2016 and pre-sale April 28, 2016

- ii. [16-508](#) Annual Meeting Save the Date - May 26, 2016

8. Other Business

9. Adjournment

Bergman moved, seconded by Siebers that the meeting be adjourned. Voice Vote. Motion Carried. (7-0)
The meeting was adjourned 5:31 pm.