



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, November 15, 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, Jessica Brittnacher, Beth Carpenter, Adriana McCleer, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Emily Truman, Maureen Ward

Will Bloedow arrived at 4:33 pm

Present: 10 - Bergman, Hietpas, Looker, Scheuerman, Bloedow, Brault Pagel, Peterson, Dannecker, Kellner and Exarhos

Others : 1 - Panella

3. Approval of minutes from previous meeting

[16-1742](#)

October 18, 2016 Meeting Minutes

Attachments: [October 18, 2016 Meeting Minutes.pdf](#)

Dannecker moved, seconded by Bergman, that the October 18, 2016 Meeting Minutes be approved. Voice Vote. Motion Carried. (9-0)

4. Public Participations and Communications

Establish Order of the Day

5. Action Items

A. [16-1743](#)

Bill Register - October 2016

Attachments: [October Bill Register.pdf](#)
[October Revenue and Expense Summary.pdf](#)
[October Grant Revenue and Expense Summary.pdf](#)

Looker moved, seconded by Dannecker, that the October 2016 Bill Register be approved. Voice Vote. Motion Carried. (10-0)

B. [16-1744](#) Budget Amendment

Attachments: [November Budget Amendment.pdf](#)

Bergman moved, seconded by Hietpas, that the November 2016 Budget Amendment in the amount of \$8,024.08 be approved. Voice Vote. Motion Carried. (10-0)

C. [16-1745](#) 2017 Budget - Final

Attachments: [Hyperlink](#)

Bergman moved, seconded by Peterson, that the 2017 Budget Final be approved. Voice Vote. Motion Carried. (10-0)

D. [16-1746](#) Support City of Appleton 2015 Downtown Parking Study

Attachments: [Appleton Parking Study - FINAL REPORT.pdf](#)

Looker moved, seconded by Bloedow, to Support the City of Appleton 2015 Downtown Parking Study as approved by City Council be approved. Voice Vote. Motion Carried. (10-0)

E. [16-1747](#) Support City of Appleton August 2016 Downtown Mobility Study

Attachments: [Hyperlink](#)
[Hyperlink](#)

Peterson moved, seconded by Dannecker, to Support the City of Appleton August 2016 Downtown Mobility Study be approved. Voice Vote. Motion Carried. (10-0)

F. [16-1748](#) Partial day closure for staff training - Monday, February 27 2017 - 9 am - 12:00 pm

Dannecker moved, seconded by Looker, that the Partial day APL Closure for staff training on Monday, February 27, 2017 - 9 am - 12 pm be approved. Voice Vote. Motion Carried. (10-0)

G [16-1768](#) Reorganization of two Library positions

Attachments: [TO Change Memo November 2016.pdf](#)

Looker moved, seconded by Bloedow, that the Reorganization of two Library positions: Teen Library Assistant to Community Partnerships and Electronic Services Librarian to Public Services be approved. Voice Vote. Motion Carried. (10-0)

6. Information Items

A. Director's Report

- i. [16-1749](#) Upcoming Committee Meetings - Friends / Frank P. Young Scholarship Committee and Personnel and Policy Committee
- ii. [16-1770](#) Holiday Breakfast - Friday, December 16, 2016

B. President's Report

- i. [16-1750](#) Update to the City of Appleton Comprehensive Plan and the Downtown Chapter
- ii. [16-1751](#) Building Study update
- iii. [16-1752](#) Trustee Training & Discussion on Chapter 2 of Trustee Essentials: A Handbook for Wisconsin Public Library Trustees
Attachments: [Trustee Essentials Chapter 2.pdf](#)

C. Assistant Director's Report

- i. [16-1753](#) Hiring Process updates

D. Friends Report

- i. [16-1754](#) Friends Used Book Sale - November 17, 2016 - November 19, 2016
- ii. [16-1771](#) I Love My Library Dinner - Sunday, February 12, 2017

Dannecker left the meeting at 5:25 pm

E. Recent and Upcoming Programs

- i. [16-1755](#)
 - a. Field Trips
 - b. Hoopla debut
 - c. Books Build Community - Evicted
 - d. Get Crafty

7. Other Business

8. Adjournment

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

The meeting was adjourned at 5:46 pm