



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

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Tuesday, May 16, 2017

4:30 PM

225 N. Oneida Street

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1. Call meeting to order

Vice President Looker called the meeting to order at 4:31 pm

2. Roll call of membership

**Others Present:** Jessica Brittnacher, Mayor Tim Hanna, Jan Quinlan, Colleen Rortvedt, Tasha Saeker, City Attorney Jim Walsh, Maureen Ward

**Present:** 9 - Bergman, Hietpas, Looker, Bloedow, Brault Pagel, Peterson, Dannecker, Kellner and Exarhos

**Excused:** 1 - Scheuerman

**Others :** 1 - Panella

3. Approval of minutes from previous meeting

[17-701](#)

Meeting Minutes 4-18-2017

**Attachments:** [April 18, 2017 Meeting Minutes.pdf](#)

Bloedow moved, seconded by Peterson, that the April 18, 2017 Meeting Minutes be approved. Voice Vote. Motion Carried. (9-0)

4. Public Participation and Communication

[17-702](#)

Re-Appointment of Alderperson Greg Dannecker to Library Board for 2017-2018

Establish Order of the Day

Vice President Looker changed the order of the meeting. Closed Session was moved ahead of Action Items. Items E. i., ii., iii., iv., v. - Staff Updates were removed from the meeting agenda.

## Closed Session

Dannecker moved, seconded by Bergman that the Library Board meet in Closed Session for the purpose of deliberating or negotiating the purchasing of public property, the investing of public funds, or conducting other specified public business, where competitive or bargaining reasons require a closed session concerning the library building pursuant to the exceptions contained in section 19.85(1)(e) of the Wisconsin Statutes. The Board will then reconvene into open session and conduct such further business as may be pending. Voice Vote. Motion Carried. (9-0)  
Roll Call was taken.

The meeting moved into Closed Session at 4:33 pm

Dannecker moved, seconded by Bloedow that the Library Board resume meeting in Open Session. Voice Vote. Motion Carried. (9-0)  
Roll Call was taken.

The meeting resumed Open Session at 5:05 pm  
No action was taken.

## 5. Action Items

### A. [17-703](#) Bill Register - April 2017

**Attachments:**     [April Bill Register.pdf](#)  
                              [April Revenue and Expense Summary.pdf](#)  
                              [April Subledger Summary.pdf](#)

Peterson moved, seconded by Dannecker, that the April 2017 Bill Register be approved. Voice Vote. Motion Carried. (9-0)

### B. [17-704](#) Friends / Appleton Public Library Memorandum of Understanding

**Attachments:**     [FRIENDS APL MOU \(5-10-17\).pdf](#)

Kellner moved, seconded by Dannecker, that the Friends / Appleton Public Library Memorandum of Understanding be approved. Voice Vote. Motion Carried. (9-0)

### C. [17-705](#) Report of the meeting of the Planning Committee

Nothing reported and no action taken.

### D. [17-706](#) May 2017 Budget Amendment

**Attachments:**     [May Budget Amendment.pdf](#)

Peterson moved, seconded by Dannecker, that the May Budget amendment in the amount of \$17,000 be approved. Voice Vote. Motion Carried. (9-0)

**6. Information Items****A. Director's Report**

- i. [17-707](#) President Scheuerman's Appointments to the Nominating Committee  
  
**Attachments:** [President Scheuerman Memo 2017 Nominating Committee.pdf](#)
- ii. [17-708](#) Outagamie Waupaca Library System Staffing Updates
- iii. [17-709](#) Trustee Training - Trustee Essentials Chapter 8: Developing the Library Budget and Trustee Essentials Chapter 9: Managing the Library's Money  
  
**Attachments:** [Trustee Essentials Chapter 8.pdf](#)  
[Trustee Essentials Chapter 9.pdf](#)

**C. Assistant Director's Report**

- i. [17-710](#) APL Hiring Processes

**D. Friends Report**

- i. [17-711](#) Friends Annual Meeting, Thursday, May 25, 2017 - 4:00 pm

**7. Adjournment**

Bloedow moved, seconded by Exarhos that the meeting be adjourned. Voice Vote. Motion Carried. (9-0)  
The meeting was adjourned at 5:40 pm