



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, March 6, 2018

4:30 PM

225 N. Oneida Street

1. Call meeting to order

President Exarhos called the meeting to order at 4:31 pm

2. Roll call of membership

Others Present: Amanda Abshire, Jessica Brittnacher, Beth Carpenter, Derik Henken, Tina Krueger, Tanya Misselt, Michael Nitz, Jan Quinlan, Colleen Rortvedt, Tasha Saecker, Maureen Ward

Present: 11 - Bergman, Hietpas, Looker, Peterson, Dannecker, Kellner, Exarhos, Hunger, Bloedow, Scheuerman and Mann

Others : 1 - Panella

3. Approval of minutes from previous meeting

[18-0282](#)

January 16, 2018 Meeting Minutes

Dannecker moved, seconded by Bergman, that the January 16, 2018 Meeting Minutes be approved. Voice Vote. Motion Carried. (10-0)

4. Public Participation and Communications

[18-0317](#)

Welcome New Board Trustee - Margret Mann

Establish Order of the Day

President Exarhos changed the order of the agenda and moved Action Item J.i. to end of the meeting for Closed Session

5. Action Items

Dannecker moved, seconded by Looker, that Action Items 5. A. through 5. D., 5.F. and 5.J. be approved and Action item 5. E. be acted on separately. Voice Vote. Motion Carried. (10-0)

- A. [18-0283](#) December 2017 Bill Register - Final

Attachments: [December Final Bill Register.pdf](#)
[2017 Final Revenue and Expense Summary.pdf](#)
[2017 Final Subledger Summary.pdf](#)

This report action item was approved.

- B. [18-0286](#) January 2018 Bill Register

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

This report action item was approved.

- C. [18-0288](#) February 2018 Bill Register

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

This report action item was approved.

- D. [18-0289](#) March 2018 Budget Amendment

Attachments: [March 2018 Budget Amendment.pdf](#)

This report action item was approved.

- E. [18-0309](#) 2017-2018 Carryover Request

Attachments: [2017 -2018 carryover submitted.pdf](#)

Dannecker moved, seconded by Scheuerman, that the 2017-2018 Carryover Request in the amount of \$128,830 be approved. Voice Vote. Motion Carried. (10-0)

- F. [18-0290](#) Acceptance of \$98,218 from United Way Fox Cities to continue Reach Out and Read Fox Cities Partners

This report action item was approved.

- G. [18-0291](#) 2017 Annual Report

Attachments: [APL Annual Report 2017 Unsigned.pdf](#)

This report action item was approved.

- H. [18-0292](#) 2017 Annual Report - Statement concerning public library system effectiveness

This report action item was approved.

- I. [18-0293](#) Friends 2018 Grants Budget

Attachments: [2018 Friends Grant Initiatives.pdf](#)
[2018 Friends Grant Carryover.pdf](#)

This report action item was approved.

- J. [18-0295](#) Report of the Personnel & Policy Committee

Attachments: [Personnel and Policy Committee Meeting Minutes 3-01-2018.pdf](#)

This report action item was approved.

6. Information Items

A. Director's Report

- i. [18-0298](#) Wisconsin Library Association Legislative Agenda for 2018

Attachments: [2018 WLA Legislative Policy Statement.pdf](#)
[Wisconsin Libraries Keep Communities Strong.pdf](#)
[Wisconsin Libraries Make A Positive Impact 2018.pdf](#)
[Wisconsin Libraries Transform 2.pdf](#)

- ii. [18-0299](#) Collaborative Efforts List End of Year 2017

Attachments: [2017 - End of Year Collaborative Cooperative Agreements List Library.pdf](#)

B. President's Report

- i. [18-0300](#) Discussion on Trustee Essentials Chapter 16 - Ethics and Conflict of Interest Laws Applying to Trustees

Attachments: [Trustee Essentials Chapter 16.pdf](#)

C. Assistant Director's Report

- i. [18-0301](#) APL Hiring Process Updates

- ii. [18-0318](#) Report on APL Staff Training Day

D. Friends Report

- i. [18-0302](#) I Love My Library Report
- ii. [18-0303](#) April Friends Drive
- iii. [18-0304](#) Spring Book Sale - April 26 - April 28, 2018

7. Staff Updates

- i. [18-0305](#) 2017 Unique Management Services Recovery Report

Attachments: [Unique Recovery Report January through December 2017.pdf](#)

- ii. [18-0306](#) Fox Cities Reads Selection
- iii. [18-0307](#) Public Library System Redesign Report
- iv. [18-0308](#) 3rd Annual MakerFest

Closed Session

Peterson moved, seconded by Bergman that the Board move into Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters and then resume meeting in Open Session. Voice Vote. Motion Carried. (10-0)
Roll Call was taken.
The meeting moved into Closed Session at 5:18 pm

Scheuerman moved, seconded by Mann that the Board reconvene in Open Session. Voice Vote. Motion Carried. (10-0)
Roll Call was taken.
The meeting moved into Open Session at 5:27 pm

- [18-0296](#) Approval of recommendation of Library Director's 2018 established goals

Scheuerman moved, seconded by Looker, that the established Library Director's 2018 Goals be approved. Voice Vote. Motion Carried. (10-0)

8. Adjournment

Looker moved, seconded by Scheuerman that the meeting be adjourned. Voice Vote. Motion Carried. (10-0)
The meeting was adjourned at 5:30 pm