



# City of Appleton

225 N. Oneida Street  
Appleton WI, 54911

## Meeting Minutes Library Board

---

Tuesday, July 24, 2018

3:30 PM

225 N. Oneida Street

---

### Personnel & Policy Committee Meeting

#### 1. Call meeting to order

Chairperson Nancy Scheuerman called the meeting to order at 3:37 pm

#### 2. Roll call of membership

**Present:** 4 - Kellner, Bloedow, Scheuerman and Mann

**Others :** 3 - Hanna, Rortvedt and Ward

#### 3. Public Hearings

*There were no appearances for the Public Hearing on the Library's Internet Access and Computer Use Policy Update*

[18-1104](#)

Library's Internet Access and Computer Use Policy Update

**Attachments:**

[Notice of Public Hearing\\_.pdf](#)

[Internet Access and Computer Use Policy and Guidelines 2018 draft markup with notes.pdf](#)

[Internet Access and Computer Use Policy and Guidelines July 2018 clean.pdf](#)

#### 4. Action Items

##### Closed Session

Bloedow moved, seconded by Kellner that the meeting move into Closed Session pursuant to WI Statute 19.8(f)(c) to discuss personnel matters. Voice Vote. Motion Carried. (4-0)

Roll Call was taken

The meeting moved into Closed Session at 3:40 pm

Bloedow moved, seconded by Kellner that the meeting resume meeting in Open Session. Voice Vote. Motion Carried. (4-0)

Roll Call was taken.

The meeting resumed Open Session at 4:27 pm



[18-1097](#)

Library Director's 2018 Mid-Year Evaluation

Mann moved, seconded by Kellner, that the Library Director's 2018 Mid - Year Evaluation be approved. Voice Vote. Motion Carried. (4-0)

[18-1101](#)

Meeting Room and Study Room Use Policy

**Attachments:**     [Meeting and Study Room Policy \(Lab Revision July 2018\).pdf](#)

Mann moved, seconded by Bloedow, that the APL Meeting Room and Study Use Policy be approved. Voice Vote. Motion Carried. (4-0)

[18-1098](#)

Eliminate APL Digital Media Lab Policy

Mann moved, seconded by Kellner, that the elimination of the APL Digital Media Lab Policy be approved. Voice Vote. Motion Carried. (4-0)

[18-1099](#)

Internet Access and Computer Use Policy and Guidelines

**Attachments:**     [Internet Access and Computer Use Policy and Guidelines 2018 draft markup with notes.pdf](#)  
                              [Internet Access and Computer Use Policy and Guidelines July 2018 clean.pdf](#)

Kellner moved, seconded by Bloedow, that the APL Internet Access and Computer Use Policy and Guidelines be approved. Voice Vote. Motion Carried. (4-0)

[18-1102](#)

City of Appleton FLSA Policy

**Attachments:**     [FLSA Policy 2018.pdf](#)

Kellner moved, seconded by Mann, that the City of Appleton FLSA Policy be approved. Voice Vote. Motion Carried. (4-0)

[18-1103](#)

City of Appleton Salary Administration Policy

**Attachments:**     [Salary Administration Policy March 2018-2.pdf](#)

Mann moved, seconded by Kellner, that the City of Appleton Salary Administration Policy be approved. Voice Vote. Motion Carried. (4-0)

## 5. Adjournment

Kellner moved, seconded by Bloedow that the meeting be adjourned. Voice Vote. Motion Carried. (4-0)

The meeting was adjourned at 4:50 pm