



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Tuesday, July 16, 2019

4:30 PM

225 N. Oneida Street

1. Call meeting to order

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

2. Roll call of membership

Others Present: Amanda Abshire, Beth Carpenter, Ann Cooksey, Derik Henken, Tina Krueger, Adriana McCleer, Jessica Miller, Michael Nitz, Colleen Rortvedt, Tasha Saecker, Maureen Ward

John Peterson arrived at 4:33pm

Rebecca Kellner arrived at 4:35pm

Present: 10 - Bergman, Peterson, Exarhos, Bloedow, Scheuerman, Alderperson Croatt, Hartjes, Mann, Looker and Kellner

Others : 1 - Panella

3. Approval of minutes from previous meeting

[19-0966](#)

June 18, 2019 Meeting Minutes

Attachments: [June 18 2019 Meeting Minutes.pdf](#)

Alderperson Croatt moved, seconded by Bloedow, that the June 18, 2019 Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

Public Participation and Communications

Establish Order of the Day

President Exarhos called for a motion to move Action Items 19-0967 and 19-0969 to a Consent Agenda.

Bergman moved, seconded by Hartjes that Action Items 19-0967 and 19-0969 be moved to a Consent Agenda. Voice Vote. Motion Carried. (10-0)

4. Action Items

Scheuerman moved, seconded by Bloedow, that the Consent Agenda items 19-0967 and 19-0969 be approved. Voice Vote. Motion Carried. (10-0)

[19-0967](#)

Bill Register - June 2019

Attachments: [June Bill Register.pdf](#)
 [June Expense Report.pdf](#)

This Report Action Item was approved

[19-0969](#)City Policies: Emergency and Evacuation Procedures - City Hall Policy,
Personal Protective Equipment (PPE) Policy

Attachments: [Evacuation Procedures2019.pdf](#)
 [Personal Protective Equipment \(PPE\)2019.pdf](#)

This Report Action Item was approved

[19-0980](#)

July Budget Amendment

Attachments: [July Budget Amendment amended.pdf](#)

Mann moved, seconded by Looker, that the July Budget Amendment be approved as amended. Voice Vote. Motion Carried. (10-0)

[19-0968](#)

Report of the Finance Committee

Attachments: [Finance Committee Meeting Minutes 7-8-2019.pdf](#)
 [2020 Budget for Library Board.pdf](#)
 [2020 Library.pdf](#)
 [2020 Security Guard Addition amended.pdf](#)
 [2020 HVAC Systems CIP.pdf](#)
 [2020 Interior Finishes and Furniture CIP.pdf](#)
 [2020 Lighting Upgrades CIP.pdf](#)
 [2020 Roof Replacement CIP.pdf](#)
 [2020 Library Self Check CIP.pdf](#)
 [2020 Safety Security CIP.pdf](#)
 [2020 Library Grants.pdf](#)

Exarhos moved, seconded by Alderperson Croatt, that the Report of the Finance Committee be approved. Voice Vote. Motion Carried. (10-0)

5. Information Items

A. Director's Report

[19-0970](#)

State of Wisconsin Biennial Budget

[19-0971](#) 2019 2nd Quarter Friends Grant Funded Program Summaries

Attachments: [Friends Grant Funded Program Summaries 2nd Quarter 2019 Final.pdf](#)

[19-0972](#) Library Board Terms and Officers

[19-0973](#) Upcoming Library Board Committee Meetings

[19-0974](#) August Trustee Webinars

Attachments: [Trustee Training Week 2019 brochure.pdf](#)

B. President's Report

[19-0975](#) Safety and Security Update

Attachments: [City Council Finance Committee Library Security Improvements.pdf](#)
[SafetySecurity_Final.pdf](#)

[19-0976](#) Trustee Training - Review and Discussion on Trustee Essentials Chapter 5 and Chapter 6: Hiring a Library Director and Evaluating the Director

Attachments: [TE05.pdf](#)
[TE06.pdf](#)

C. Staff Updates

[19-0977](#) Children's Programs Update

6. Adjournment

**Mann moved, second by Bergman that the meeting be adjourned. Voice Vote.
Motion Carried. (10-0)**

The meeting was adjourned at 5:33pm