



City of Appleton

225 N. Oneida Street
Appleton WI, 54911

Meeting Minutes Library Board

Wednesday, August 7, 2019

11:00 AM

225 N. Oneida Street

Personnel & Policy Committee

1. Call meeting to order

Chairperson Nancy Scheuerman called the meeting to order at 11:00am

2. Roll call of membership

Present: 4 - Bloedow, Scheuerman, Kellner and Peterson

Others : 1 - Rortvedt

3. Action Items

Scheuerman called for a motion to move Action items 19-1124, 19-1125, 19-1126, 19-1127, 19-1128 and 19-1129 to a Consent Agenda.

Bloedow moved, seconded by Kellner that Action items 19-1124, 19-1125, 19-1126, 19-1127, 19-1128 and 19-1129 be moved to a Consent Agenda. Voice Vote. Motion Carried. (4-0)

Peterson moved. seconded by Bloedow that Action items 19-1124, 19-1125, 19-1126, 19-1127, 19-1128 and 19-1129 be recommended for approval. Voice Vote. Motion Carried. (4-0)

[19-1124](#)

Salary Administration Policy

Attachments: [Salary Administration Policy July 2019.pdf](#)

This Report Action Item was recommended for approval

[19-1125](#)

Volunteer Policy

Attachments: [Volunteer Policy - Draft Changes.pdf](#)

This Report Action Item was recommended for approval

[19-1126](#)

Lockout Tagout Policy

Attachments: [Lockout Tagout Policy2019.pdf](#)

This Report Action Item was recommended for approval

[19-1127](#)

Fleet Safety Policy

Attachments: [Fleet Safety Policy2019.pdf](#)

This Report Action Item was recommended for approval

[19-1128](#)

APL Gifts and Donations Policy

Attachments: [Gifts and Donations Policy Draft July 2019.pdf](#)

This Report Action Item was recommended for approval

[19-1129](#)

APL Meeting Room and Study Room Use Policy

Attachments: [Meeting and Study Room Policy update 8-2019 DRAFT.pdf](#)

This Report Action Item was recommended for approval

Closed Session

Kellner moved, seconded by Bloedow that the Committee meet in Closed Session pursuant to WI statute 19.85(f)(c) to discuss personnel matters. Voice Vote. Motion Carried. (4-0)

Roll Call was taken.

The meeting moved into Closed Session at 11:17am

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

Roll Call was taken

The meeting resumed Open Session at 11:54am

[19-1130](#)

Library Director's 2019 Mid-Year Performance Review

Peterson moved, seconded by Kellner, that the Library Director's 2019 Mid-Year Performance Review be recommended for approval. Voice Vote. Motion Carried. (4-0)

4. Adjournment

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

The meeting adjourned at 11:57am