



City of Appleton

Appleton Public Library
200 N. Appleton Street
Appleton, WI 54911

Meeting Minutes - Final Library Board

Tuesday, July 14, 2026

5:00 PM

Appleton Public Library, 200 N Appleton Street
Cornerstone Conference Room

1. Call meeting to order

President Bastia Looker called the meeting to order at 5:00 pm

2. Pledge of Allegiance

3. Roll call of membership

Others present: Nicole Casner, Ann Cooksey, Diana Forsythe, Mike Gadzik, Darrin Glad, Jade Koehn-Salazar, Peter Kotarba, Tina Krueger, Alex Niemi, Colleen Rortvedt, Tasha Saecker, Missy Sawicki, Bradley Shipp, Megan Walters

John Keller arrived at 5:01 pm

Present: 8 - Ajmera, Brozek, Fenton, Keller, Lokensgard, Looker, Schommer and Vargas

Excused: 1 - Englebert

4. Approval of minutes from previous meeting

[26-0910](#)

June 16, 2026 Meeting Minutes

Attachments: [06-16-2026 Library Board Meeting Minutes FINAL.pdf](#)

Fenton moved, seconded by Lokensgard that the June 16, 2026 Library Board Meeting Minutes be approved. Voice Vote. Motion Carried. (8-0)

5. Public Hearing/Appearances

[26-0911](#)

Introduction of New Trustee Mitesh Ajmera

[26-0912](#)

Introduction of New Trustee Choua Schommer

[26-0913](#)

Introduction of Materials Management Assistant Supervisor Megan Walters

6. Establish Order of the Day

President Looker called for a motion to place Action Items 26-0914, 26-0916, 26-0917, 26-0918 and 26-0919 on a consent agenda.

Fenton moved, seconded by Vargas that Action Items 26-0914, 26-0916, 26-0917, 26-0918 and 26-0919 be placed on a consent agenda. Voice Vote. Motion Carried. (8-0)

7. Action Items

Vargas moved, seconded by Lokensgard to approve the Consent Agenda. Voice Vote. Motion Carried. (8-0)

[26-0914](#)

Approval of Bill Register - June 2026

Attachments: [June 26 Bill Register.pdf](#)
 [MTD June 26.pdf](#)
 [Q2 Apr-Jun 26 Friends Quarterly Report.pdf](#)

This Report Action Item was approved

[26-0916](#)

Request to Approve Outagamie Waupaca Library System-Appleton Public Library 2027 Services Agreement

Attachments: [OWLS-APL Service Agreement 2027.pdf](#)

This Report Action Item was approved

[26-0917](#)

Request to Approve Outagamie Waupaca Library System-Appleton Public Library 2027 Resource Library Agreement

Attachments: [Resource Library Agreement 2027.pdf](#)

This Report Action Item was approved

[26-0918](#)

Request approval to close the library on Friday, August 14 for Staff and Trustee Strategic Planning Workshops

This Report Action Item was approved

[26-0919](#)

Report of the Personnel & Policy Committee

Attachments: [07-09-2026 Library Board Personnel & Policy Committee Meeting Minutes FINAL.pdf](#)
[Art Policy \(DRAFT July 2026\).pdf](#)
[Community Information and Posting Policy \(DRAFT AMENDED July 2026\).pdf](#)
[LIBRARY EVENT RENTAL FEE SCHEDULE \(DRAFT July 2026\).pdf](#)
[Piano Policy \(DRAFT July 2026\).pdf](#)
[Safety and Security Policy \(DRAFT July 2026\).pdf](#)
[SPACE USE POLICY \(DRAFT July 2026\).pdf](#)

This Report Action Item was approved

8. Information Items**A. Administrative Report**[26-0920](#)

Library Recruitment Status Report

Attachments: [RSR 070926.pdf](#)

[26-0921](#)

Strategic Planning Update

[26-0922](#)

Integrated Library System Migration Update

[26-0923](#)

American Library Association's Guidance on the Use of Artificial Intelligence in Libraries

Attachments: [ALA CD 44.2 AI Guidance Document - Final.pdf](#)

[26-0924](#)

Upcoming Committee Meetings

Nominating Committee - 1:30pm on Monday, August 3, 2026 at the Appleton Public Library in the Cornerstone Conference Room

Strategic Planning Retreat - 1:00pm on Friday, August 14, 2026 at the Appleton Public Library in the Mary Beth Nienhaus Community Room C

B. Outagamie Waupaca Library System Report

[26-0925](#) Overview of the Outagamie Waupaca Library System (OWLS) and OWLSnet

Attachments: [OWLS Advocacy Informational Flyer - 07-14-2026.pdf](#)
[OWLS Services and Fees 2026 - 07-14-2026.pdf](#)
[OWLSnet Map 8.5 x 11 - 07-14-2026.pdf](#)

[26-0926](#) OWLS-Nicolet Merger Exploration Committee

Attachments: [NLS and OWLS Merger Exploration Overview - 07-14-2026.pdf](#)

C. President's Report

[26-0927](#) Discussion on Chapter 18 of Trustee Essentials: Library Board Appointments and Composition

Attachments: [TE18 - Library Board Appointments and Composition.pdf](#)

D. Staff Report

[26-0928](#) Bouncing Babies Program Update

[26-0929](#) Partnership with Appleton Historical Society

9. Adjournment

Ajmera moved, seconded by Keller, that the meeting be adjourned. Voice Vote. Motion Carried. (8-0)

The meeting was adjourned at 6:08 pm