

**Outagamie Waupaca Library System
Facilities Committee
October 6, 2021 Meeting Minutes**

Forsythe called the meeting to order at 6:00 pm online via GoToMeeting.

PRESENT: Diane Forsythe, Peter Gilbert, Paul Girod, Brian Looker.

OTHERS PRESENT: Bradley Shipps.

Girod moved, seconded by Looker, to approve the agenda. Motion carried.

Gilbert moved, seconded by Looker, to approve the minutes of the September 8, 2021 meeting. Motion carried.

Shipps shared an update on the Appleton building project and actions that have been taken since the last committee meeting.

The committee discussed transition and contingency planning for site-dependent services including network, print shop, and delivery.

The committee determined that closed session was not required at this time.

The next meeting will be called as needed, possibly on short notice, as information becomes available.

Having completed the agenda, the meeting was adjourned by Chair Forsythe at 6:40 pm.

Respectfully submitted,

Bradley Shipps
OWLS Director