

Outagamie Waupaca Library System
Board of Trustees
May 18th, 2023, Meeting Minutes

The meeting was called to order at 6:00 p.m. by President Frola.

PRESENT: Mitesh Ajmera, Tyler Baeten, Diane Forsythe, Michelle Frola, Peter Gilbert, Mike Hankins, Wendy Hartman, Brian Looker, Lila Malvik-Shower, Cathy Thompson, Marcia Trentlage, Angela Ver Voort.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

Excused: Bobbie Buchholtz, Paul Girod, Marilyn Herman.

Hankins moved, seconded by Hartman, to approve the agenda as presented. Motion carried.

Malvik-Shower moved, seconded by Gilbert, to accept the April 20th, 2023, meeting minutes as presented. Motion carried.

Forsythe moved, seconded by Ver Voort, to accept the April 2023 financial report and file for audit. Motion carried.

Ver Voort moved, seconded by Trentlage, to approve the April and May 2023 checks numbered 33192 - 33229 inclusive in the amount of \$34,938.72 and payroll-related expenditures in the amount of \$73,395.51. Motion carried.

DIRECTOR'S REPORT

The director's report was shared in writing prior to the meeting.
Wendy Hartman volunteered to join the Personnel Committee.

BUSINESS

Trustees reviewed report of Fund Balance Committee. No action taken.

Malvik-Shower moved, seconded by Forsythe, to approve 2024 Outagamie and Waupaca county budget requests. Motion carried.

Trustees discussed OWLS Board meeting times and locations. Trustees agreed to keep the current 6pm start time, location and online option. Trustees agreed to annually hold one of the Board meetings at a member library, preferably in July.

Hankins moved, seconded by Hartman, to approve the revised CE Scholarships Policy.

Motion carried.

Trustees reviewed Web Services Policy. No action taken.

Trustees reviewed Trustee Essentials 16: Ethics and Conflict of Interest Laws Applying to Trustees.

Shipp shared the newly available United for Libraries training resource. No action taken.

Hankins moved, seconded by Malvik-Shower, to adjourn the meeting. Motion carried. The meeting was adjourned at 6:58pm.

Respectfully submitted,

Melissa Knight
OWLS Administrative Assistant.