

**Outagamie Waupaca Library System**  
**Board of Trustees**  
July 18th, 2024, Meeting Minutes

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

PRESENT: Tyler Baeten, Bobbie Buchholtz, Cindy Fallona (arrived at 6:05pm), Michelle Frola, Peter Gilbert, Mike Hankins, Steve Hart, B Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight, Wendi Unger - Baker Tilly. (Left the meeting at 6:18pm).

EXCUSED: Mitesh Ajmera, Diane Forsythe, Wendy Hartman, Lila Malvik-Shower.

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

Ver Voort moved, seconded by Woodward, to approve the June 20th, 2024, meeting minutes as presented. Motion carried.

Wendi Unger of Baker Tilly presented the 2023 audit. Gilbert moved, seconded by Thompson, to approve the 2023 audit. Motion carried.

Buchholtz moved, seconded by Baeten, to accept the June 2024 financial report and file for audit. Motion carried.

Gilbert moved, seconded by Thompson, to approve the July 2024 checks numbered 33840 - 33874 inclusive and EFT payment in the amount of \$161,304.50 and payroll-related expenditures in the amount of \$77,192.02. Motion carried.

#### DIRECTOR'S REPORT

The director's report was shared in writing prior to the meeting.

#### BUSINESS

Gilbert moved, seconded by Woodward, to waive the joint meeting requirement of the OWLSnet agreement renewal process. Motion carried.

Having completed the agenda, the meeting was adjourned by President Looker at 6:32 pm.

Respectfully submitted,  
Melissa Knight, OWLS Administrative Assistant