

Outagamie Waupaca Library System
Board of Trustees
August 15th, 2024, Meeting Minutes

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

PRESENT: Tyler Baeten, Cindy Fallona, Diane Forsythe (left at 7:02pm), Michelle Frola, Peter Gilbert, Steve Hart, Wendy Hartman, B Looker, Cathy Thompson, Angela Ver Voort, Veronica Woodward.

OTHERS PRESENT: Bradley Shipps, Melissa Knight.

EXCUSED: Mitesh Ajmera, Bobbie Buchholtz, Mike Hankins, Lila Malvik-Shower.

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

Thompson moved, seconded by Gilbert, to accept the July 18th, 2024, meeting minutes as presented. Motion carried.

Hartman moved, seconded by Forsythe, to accept the July 2024 financial report and file for audit. Motion carried.

Forsythe moved, seconded by Frola, to approve the July 2024 and August 2024 payments and checks numbered 33875 - 33924 inclusive in the amount of \$1,670,944.96 and payroll-related expenditures in the amount of \$77,562.40. Motion carried.

DIRECTOR'S REPORT

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

BUSINESS

Trustees reviewed draft of 2025 budget. No action taken.

Trustees reviewed draft of OWLSnet Automation Service Agreement with NFLS.
No action taken.

Ver Voort moved, seconded by Baeten, to approve library templates for OWLSnet Automation Service Agreements. Motion carried.

Hartman moved, seconded by Ver Voort, to approve the 2025 Resource Library Agreement. Motion carried.

Ver Voort moved, seconded by Frola, to approve the 2025 Services Agreement with Appleton Public Library. Motion carried.

Woodward moved, seconded by Ver Voort, to approve the Inclusive Services Liaison Agreement for 2025-2027. Motion carried.

Hartman moved, seconded by Baeten, to authorize the Director to set up ACH payments for some routine, frequently recurring bills. Motion carried.

Thompson moved, seconded by Frola, to approve the revised Mileage Reimbursement Policy. Motion carried.

Having completed the agenda, the meeting was adjourned by President Looker at 7:31 pm.

Respectfully submitted,

Melissa Knight
OWLS Administrative Assistant