

**Outagamie Waupaca Library System**  
**Board of Trustees**  
July 16, 2015 Meeting Minutes

The meeting was called to order at 6:31 p.m. by President Diehl at the Muehl Public Library in Seymour.

PRESENT: Will Bloedow, Bobbie Buchholtz, Patricia Craig, Terry Dawson, Carol Diehl, Peter Gilbert, Richard Goldsmith, Paul Girod, Mike Hankins, Marilyn Herman, David Hovde, Eunice Lawrence, Marcia Trentlage

EXCUSED: Linda Hagen, Theresa Rechner

OTHERS PRESENT: Gerri Moeller, Elizabeth Timmins, Jackie Rammer.

Those present introduced themselves.

Gilbert moved, seconded by Bloedow, to approve the minutes of the June 18, 2015 meeting. Motion carried. Craig moved, seconded by Trentlage, to approve checks numbered 29045V - 29107, inclusive, in the amount of \$ 108,663.32 and 6/14/05-7/11/15 payroll-related expenditures in the amount of \$61,109.89. Motion carried. Buchholtz moved, seconded by Herman, to approve the June 2015 financial report. Motion carried.

#### SEYMOUR LIBRARY DIRECTOR'S REPORT

Timmins welcomed the board to the Muehl Public Library and gave a presentation on the Muehl Public Library.

#### DIRECTOR'S REPORT

Moeller thanked the board for the flowers. She referred to her written report and asked Rammer to talk about the furnace problems which had temporarily closed the Black Creek library. Moeller also recommended the trustee training webinar as noted in her report.

Moeller led a discussion of *The Future of Public Libraries in Wisconsin* (Trustee Tale article) and reviewed planning efforts and studies of the last few years.

#### COMMITTEE REPORTS

There was a discussion of the status of the Appleton Public Library's building process and site selection. Reporting for the Personnel Committee, Girod expressed satisfaction with the work of the committee and Moeller's responsiveness to recommendations.

#### OLD BUSINESS

Moeller reviewed financial statements and communications from the Baker Tilly audit. Diehl encouraged board members to review and said the reports would be on the next month's agenda.

The next step in the Automation Services Agreement process is for the NFLS board to appoint a committee to review the recommendations from the OWLS and NFLS Directors.

Moeller presented the Draft Outagamie County Library Service Plan. Board members discussed the plan and made some tweaks to language. Gilbert moved, seconded by Girod to approve the plan as modified. Motion carried.

#### NEW BUSINESS

Goldsmith moved, seconded by Herman that Moeller should work with the Personnel Committee as soon as possible on new job descriptions for the Table of Organization and bring them to next month's board meeting. Motion carried.

The meeting was adjourned by President Diehl at 8:01 p.m.

Respectfully submitted,

Terry Dawson  
Secretary/Treasurer